

Regular Meeting Minutes

Board of County Commissioners Hyde County

Monday, May 7, 2018

Following the Board of Equalization and Review meeting, beginning at 5:00p.m., and after opening prayer and Pledge of Allegiance, Chairman Earl Pugh, Jr. called the Regular Meeting of the Hyde County Board of Commissioners to order at 6:00p.m., on Monday, May 7, 2018, in the Hyde County Government Center, Multi-Use Room, and the Ocracoke Community Center using electronic conferencing equipment.

The following members were present on the mainland: Chairman Earl Pugh, Jr.; Vice-chair Barry Swindell; Commissioners Ben Simmons and Dick Tunnell; County Manager Bill Rich, Assistant County Manager Kris Noble; Attorney Franz Holscher; Clerk to the Board Lois Stotesberry; Deputy Clerk Justin Gibbs; and, members of the public.

Commissioner Tom Pahl and members of the public were present on Ocracoke. Teresa Adams operated the electronic conferencing equipment.

Consideration of Agenda:

Commissioner Swindell moved to approve the May 7, 2018 Board of Commissioners Regular Meeting Agenda as presented by the Clerk with addition of No. 15 – Employee Drug Testing and No. 16 – Alligator Weed Management and No. 17 – Local Government Commission (LGC) letter followed by FY18-19 Hyde County Budget Message. Mr. Simmons seconded the motion. The motion passed on the following vote: Ayes – Pugh, Pahl, Swindell, Tunnell and Simmons; Nays – None; Absent or not voting – None.

Consideration of Minutes:

April 2, 2018 – Regular Meeting

Commissioner Simmons moved to approve the April 2, 2018 Hyde County Board of Commissioners Regular Meeting Minutes as presented by the Clerk. Mr. Pahl seconded the motion. The motion passed on the following vote: Ayes – Pugh, Pahl, Swindell, Tunnell and Simmons; Nays – None; Absent or not voting – none.

Presentations:

NCDOT Upcoming Projects

Win Bridgers, PE, Division Maintenance Engineer introduced Division One Board of Transportation member Allen Moran and Ronnie Sawyer, PE, Assistant Division Maintenance Engineer, Darrick Lee, PE, District Engineer and Marshall Gill, PE, County Maintenance Engineer. Jerry Jennings, PE, Division Engineer and Gretchen Byrum, PE, Division Project Development Engineer was in Raleigh.

Mr. Bridgers presented upcoming projects in Hyde County; to include current year through ten to fifteen years. This presentation was for informational purposes to hopefully educate and encourage a positive outlook on NCDOT upcoming year(s) to provide outstanding transportation to the fourteen counties in District One.

Manager Rich and Commissioners Swindell, Pahl, Tunnell and Simmons addressed areas of concern in their district and requested additional road improvements and markings, drainage, signage and speed limit changes.

CDBG-DR Policies and Procedures

Chris Hilbert, Project Manager for Holland Consulting Planners, was unable to attend.

Assistant County Manager Kris Noble reported this plan describes how Hyde County will involve citizens in the planning, implementation and assessment of the Community Development Block Grant (CDBG) program. The plan provides for and encourages citizen participation and which emphasizes participation by persons of low or moderate income, particularly residents of predominantly low and moderate income neighborhoods, slum or blighted areas, and areas in which the grantee proposes to use CDBG-DR funds. The regulations give ultimate responsibility for the design and implementation of the program to local elected officials and also require that citizens be given an opportunity to serve in key advisory role to these elected officials. Citizens will be involved in all stages of the CDBG-DR program, including program implementation, assessment of performance and design of changes in the Citizen Participation Plan. There will be two (2) general mechanisms for their involvement: 1) to attend or hold public hearings or community meetings; and, 2) to provide individual citizen efforts in the form of comments, complaints or inquiries submitted directly to the Program Administrators or designated County official.

Commissioner Swindell moved to adopt a blanket resolution to include Hyde County CDBG Disaster Recovery Program documents to include plans, policies, ordinances and resolutions. Mr. Pahl seconded the motion. The motion passed on the following vote: Ayes – Pugh, Pahl, Swindell, Tunnell and Simmons; Nays – None; Absent or not voting – none.

Clerk's Note: A copy of "Hyde County CDBG Disaster Recovery Program Citizen Participation Plan" is attached herewith as Exhibit A and incorporated herein by reference.

Clerk's Note: A copy of "Hyde County CDBG Disaster Recovery Program Project Ordinance" is attached herewith as Exhibit B and incorporated herein by reference.

Clerk's Note: A copy of "Hyde County CDBG Disaster Recovery Program Resolution Approving Administrative Guidelines and Policies" is attached herewith as Exhibit C and incorporated herein by reference.

Clerk's Note: A copy of "Hyde County CDBG Disaster Recovery Program Financial Management Resolution" is attached herewith as Exhibit D and incorporated herein by reference.

Clerk's Note: A copy of "Hyde County CDBG Disaster Recovery Program Policy Concerning Code of Conduct for Officers, Employees or Agents" is attached herewith as Exhibit E and incorporated herein by reference.

Clerk's Note: A copy of "Hyde County CDBG Disaster Recovery Program Procurement Standards Plan" is attached herewith as Exhibit F and incorporated herein by reference.

Clerk's Note: A copy of "Hyde County CDBG Disaster Recovery Program Equal Opportunity Plan" is attached herewith as Exhibit G and incorporated herein by reference.

Clerk's Note: A copy of "Hyde County CDBG Disaster Recovery Program Local Jobs Initiative (Section 3) Plan Local Economic Benefit for Low – and Very Low-income Persons May 7, 2018 – May 6, 2021" is attached herewith as Exhibit H and incorporated herein by reference.

Clerk's Note: A copy of "Hyde County CDBG Disaster Recovery Program Residential Anti-displacement and Relocation Assistance Plan May 7, 2018 – May 6, 2021" is attached herewith as Exhibit I and incorporated herein by reference.

Clerk's Note: A copy of "Hyde County CDBG Disaster Recovery Program Fair Housing Policy" is attached herewith as Exhibit J and incorporated herein by reference.

Clerk's Note: A copy of "Hyde County CDBG Disaster Recovery Program Excessive Force Policy (May 7, 2018 – May 6, 2021)" is attached herewith as Exhibit K and incorporated herein by reference.

Clerk's Note: A copy of "Hyde County CDBG Disaster Recovery Program Designation of Labor Standards Enforcement Officer" is attached herewith as Exhibit L and incorporated herein by reference.

Liberty Home Care – Letter of Support

Kris Noble, Assistant County Manager, reported Liberty Commons Nursing and Rehab Center of Hyde County, LLC, d/b/a Cross Creek Health Care, requests an Adjustment to the Need Determination for Proposed 2019 State Medical Facilities Plan (SMFP). Cross Creek asks that the proposed 2019 State Medical Facilities Plan be modified to add a special need for 23 adult care home beds (assisted living beds) in Hyde County. After careful assessment, Liberty determined that there are unique circumstances in Hyde County that necessitate the addition for 23 adult care home beds in Hyde County. Factors considered:

- There currently are no licensed adult care home beds actually located in Hyde County
- Extensive drive time from current adult care home facility to Hyde County
- Liberty's existing skilled nursing facility, which is the only licensed skilled nursing provider in Hyde County
- Hyde County's population of persons age 65 and older are projected to increase at a rate of 66% between 2010 and 2030
- Unique population will never meet current SMFP threshold
- Community support for ACH acre in Hyde County is strong

Commissioner Tunnell moved to issue a letter in support of the addition of the 23 adult care home beds in Hyde County. Mr. Swindell seconded the motion. The motion passed on the following vote: Ayes – Pugh, Pahl, Swindell, Tunnell and Simmons; Nays – None; Absent or not voting – none.

Kris Noble, Assistant County Manager, will research available adult care home bed services for Ocracoke citizens.

Presentation of Contract to Operate Trams Supporting Ocracoke-Hatteras Passenger Ferry

Bill Rich, County Manager, reported Hyde County, through an agreement with NC Department of Transportation, will provide the 4 trams and 2 trailers to be used in operating trams supporting the Ocracoke-Hatteras Passenger Ferry.

Request for Proposal (RFP) #2018-001 to hire a firm to operate and maintain trams supporting the Ocracoke-Hatteras Passenger Ferry proposals were due by 1:00PM Eastern Standard Time on April 26, 2018. The bid process resulted in one acceptable proposal from Mr. Joseph Ramunni of Ocracoke.

Commissioner Pahl moved to award the contract to “Operate Trams Supporting the Ocracoke-Hatteras Passenger Ferry” to Mr. Joseph Ramunni. Mr. Swindell seconded the motion. The motion passed on the following vote: Ayes – Pugh, Pahl, Swindell, Tunnell and Simmons; Nays – None; Absent or not voting – none.

Employee/ Volunteer/ Friend of The Month:

Bill Rich, County Manager, named Sue C. Gurganus employee of the month. He commended her continued dedication and service to Hyde County. Ms. Gurganus spun the Wheel of Thanks and won a \$25 gift certificate to O’Neal’s.

Public Comment:

Justin LaBlanc, Chairman of Ocracoke Mosquito Control – requested consideration of a \$.01 increase in mosquito control tax, for a total rate of \$.02. Ocracoke citizens will be included in this discussion. Mr. LaBlanc also discussed funding to shorten the long ferry route between Ocracoke and Hatteras.

Mickie Baker, Ocracoke – requested a time-line for the passenger ferry and discussed the new County Manager and Consultant employment contracts.

Bill Rich, County Manager – reported the trams will arrive mid-June and passenger the passenger ferry by July.

Darlene Styron, Member of the Ocracoke Waterways Board – discussed grant funds for the long route project and the tram system and asked that citizens be informed.

Manager Rich will give update (via phone conferencing) on the tram project at the next OCBA meeting.

Items of Consideration:

Proclamation – May 20-26, 2018 EMS Week

Kris Noble, Assistant County Manager, presented Proclamation 2018 EMS Week to designate the week of May 20-26, 2018 as Emergency Medical Services Week. Ms. Noble reported the emergency medical services system consists of first responders, emergency medical technicians, paramedics, firefighters, educators, administrators, emergency nurses, emergency physicians and others. The members of the emergency medical services teams, whether career or volunteer, engage in thousands of hours of specialized training and continuing education to enhance their lifesaving skills. Communities are encouraged to observe EMS week with the theme **EMS Strong: “Stronger Together”**.

Commissioner Swindell moved to adopt Proclamation – May 20-26, 2018 as Emergency Medical Services Week. Mr. Swindell seconded the motion. The motion passed on the following vote: Ayes – Pugh, Pahl, Swindell, Tunnell and Simmons; Nays – None; Absent or not voting – none.

Clerk’s Note: A copy of “Proclamation 2018 EMS Week to designate the week of May 20-26, 2018 as Emergency Medical Services Week” is attached herewith as Exhibit M and incorporated herein by reference.

Vulnerable Adult and Elder Abuse Awareness Months Proclamation 2018

Kris Noble, Assistant County Manager, presented Vulnerable Adult and Elder Abuse Awareness Months Proclamation 2018. Ms. Noble reported North Carolina enacted the nation’s first elder abuse law and recognizes the need for a comprehensive system of protection for vulnerable and older adults. Mother’s Day through Father’s Day May 13 – June 17, 2018 are national holidays intended to honor, respect and promote the dignity and well-being of our older citizens.

Commissioner Pahl moved to adopt Vulnerable Adult and Elder Abuse Awareness Months Proclamation 2018. Mr. Simmons seconded the motion. The motion passed on the following vote: Ayes – Pugh, Pahl, Swindell, Tunnell and Simmons; Nays – None; Absent or not voting – none.

Clerk’s Note: A copy of “Vulnerable Adult and Elder Abuse Awareness Months Proclamation 2018” is attached herewith as Exhibit N and incorporated herein by reference.

Proclamation – Older Americans Month 2018

Kris Noble, Assistant County Manager, presented, on behalf of the Albemarle Commission – Area Agency on Aging, Proclamation – Older Americans Month 2018. Ms. Noble reported the Board of Commissioners recognizes there are countless older Americans who enrich and strengthen our community. The Board acknowledges the importance of taking part in activities that promote physical, mental and emotional well-being --- no matter the person’s age.

Commissioner Tunnell moved to adopt Proclamation – Older Americans Month 2018. Mr. Simmons seconded the motion. The motion passed on the following vote: Ayes – Pugh, Pahl, Swindell, Tunnell and Simmons; Nays – None; Absent or not voting – none.

Clerk's Note: A copy of "Proclamation – Older Americans Month 2018" is attached herewith as Exhibit O and incorporated herein by reference.

Resolution Opposing The Reduction In The Number of Judges In The Second Judicial District

Kris Noble, Assistant County Manager, reported the Joint Select Committee on Judicial Reform and Redistricting has proposed three different plans to redistrict the judiciary. Proposed Plan A would keep four judges in the Second Judicial District and Plan B and C would reduce the number of judges in the Second Judicial District from four to three.

Commissioner Simmons moved to adopt "Resolution Opposing The Reduction In The Number Of Judges In The Second Judicial District". Mr. Swindell seconded the motion. The motion passed on the following vote: Ayes – Pugh, Pahl, Swindell, Tunnell and Simmons; Nays – None; Absent or not voting – none.

Clerk's Note: A copy of "Resolution Opposing the Reduction in the Number Of Judges in the Second Judicial District" is attached herewith as Exhibit P and incorporated herein by reference.

Resolution – Reimbursement Project Expenditures

Bill Rich, County Manager, reported at the April 2, 2018 meeting the Board of Commissioners approved the use of its own funds to pay the initial Project costs (from the General Fund not to exceed \$350,000.00) for the purchase of property and new construction of an EMS station on Ocracoke Island, and then reimburse itself from financing proceeds for these early expenditures. It was agreed that of this amount, the purchase of the real estate will not exceed \$150,000.00 of the appraised value of the property. The appraised value of the property is approximately \$100,000.00. The fund balance will be replenished by a bank installment loan which the county will obtain.

Mr. Rich reported a loan closing was conducted earlier in the day. The property will be divided and Hyde County will take ownership of one lot for a new EMS Station; the Ocracoke Preservation Society will retain the Island Inn structure; and, the owners of the Island Inn Villas will retain their pool, septic area and parking.

Commissioner Simmons moved to adopt "Resolution Reimbursement Project Expenditures". Mr. Pahl seconded the motion. The motion passed on the following vote: Ayes – Pugh, Pahl, Swindell, Tunnell and Simmons; Nays – None; Absent or not voting – none.

Clerk's Note: A copy of "Resolution – Reimbursement Project Expenditures" is attached herewith as Exhibit Q and incorporated herein by reference.

Re-appointment of Hyde County Health Board Member

Luana C. Gibbs, Health Director, reported at the March 21, 2018 Health Board meeting, the Board approved another three-year term of service for Sharon Sadler and requested Board of Commissioner approval of this re-appointment.

Commissioner Swindell moved to approve re-appointment of Mrs. Sharon G. Sadler to a second three-year term of service on the Hyde County Board of Health. Mr. Simmons seconded the motion. The motion passed on the following vote: Ayes – Pugh, Pahl, Swindell, Tunnell and Simmons; Nays – None; Absent or not voting – none.

Requests for New Positions:

Human Services Planner/Evaluator I

Luana C. Gibbs, Health Director, requested a new position for a Human Services Planner/Evaluator I to be created within the Hyde County Salary Plan for Fiscal Year 2018-19. This position will maintain Public Health Preparedness and Response which is currently a contract position. NC DHHS provides funding for this position in the amount of \$29,786.00 through a Public Health Preparedness Grant which renews yearly. The remainder would require county funding in the amount of \$5,256.00.

Commissioner Swindell moved to approve creation of a Human Services Planner/Evaluator I contingent upon State and grant funding and county budget approval. Mr. Simmons seconded the motion. The motion passed on the following vote: Ayes – Pugh, Pahl, Swindell, Tunnell and Simmons; Nays – None; Absent or not voting – none.

Licensed Clinical Social Worker or Licensed Professional Counselor

Luana C. Gibbs, Health Director, requested a new position for a Licensed Clinical Social Worker or Licensed Professional Counselor to be created within the Hyde County Salary Plan for Fiscal Year 2018-19. Ms. Gibbs has applied for Kate B. Reynolds grant funding in the amount of \$396,345.00 for 4-years with no local funds required.

Commissioner Pahl moved to approve creation of a Licensed Clinical Social Worker or Licensed Professional Counselor contingent upon State and grant funding and county budget approval. Mr. Tunnell seconded the motion. The motion passed on the following vote: Ayes – Pugh, Pahl, Swindell, Tunnell and Simmons; Nays – None; Absent or not voting – none.

Revolving Loan Request From Helios' Hideaway

Bill Rich, County Manager, reported Helio's Hideaway is a new business that will operate in the former School

Road Deli location (Spencer's Market Condos, 589 Irvin Garrish Highway Ocracoke). A lease agreement is in place with the owners of the property until March 31, 2023. Principal borrowers for Heilos' Hideaway are Lynn Murphree and Ken Marino. They plan to open to the public in April. Heilos' Hideaway is a small Mediterranean café with Greek -inspired cuisine. Their objective is to offer healthy local consumption options to locals and visitors, as well as offering catering services. Food will be available for take-out or eat-in. They will operate as a combination take-out or eat-in restaurant and market.

Ms. Murphree and Mr. Marino are requesting a loan in the amount of \$45,000.00 under the business name Heilos' Hideaway. The purpose of the loan is to purchase the business assets from School Road Deli, start-up operating capital and to purchase equipment. The proposed loan term will be 5 years, at 3% interest with monthly payments of \$808.59, beginning 30 days from the date of the loan. The maturity date of the loan will coincide with the lease expiration. Equipment will secure the loan.

Commissioner Pahl moved to approve a revolving loan in the amount of \$45,000.00 at 3% interest on a 5 year term to Lynn Murphree and Ken Marino. Mr. Simmons seconded the motion. The motion passed on the following vote: Ayes – Pugh, Pahl, Swindell, Tunnell and Simmons; Nays – None; Absent or not voting – none.

GovDeals

Corrinne Gibbs, Finance Officer, requested approval to list surplus county property and vehicles for sale on GovDeals.

Surplus Property			
	20' Double Axle Trailer		Water
	2510 DTC 4x4 Long Tractor		Water
	Model 1198 Long Backhoe attachment		Water
	14' Double Axle Trailer		Water
	5 - Metal 8 Yard Trash Containers		Solid Waste
	1 - 19' Metal Swing Gate		Solid Waste
	15KW Generac Generator		Health
	10KW Military Generator		Sheriff
Surplus Vehicles			
Year	Make	Last 4 VIN #	Department
2006	Chevrolet	9722	EMS
2004	Jeep Cherokee	0340	Sheriff
2008	Black Dodge Charger	5612	Sheriff
2010	White Dodge Charger	8672	Sheriff
2003	Ford Van	4214	Social Services
1999	Ford Ranger	1700	Maintenance
2001	Ford Ranger	7300	Water
2004	Chevrolet	1044	Water
2004	Ford Ranger	1245	Water

Commissioner Simmons moved to approve advertising the above listed surplus property and vehicles on GovDeals for sale. Mr. Swindell seconded the motion. The motion passed on the following vote: Ayes – Pugh, Pahl, Swindell, Tunnell and Simmons; Nays – None; Absent or not voting – none.

Ocracoke Occupancy Tax Board Recommendations

Bill Rich, County Manager, presented the following appropriations request from the Ocracoke Occupancy Tax Fund during the 2018-2019 Fiscal Year.

Appropriations	
Ocracoke Friends of the Library	\$ 2,815
Ocracoke School Arts Week	\$ 4,858
Ocracoke Decoy Carvers Guild	\$ 10,025
Ocracoke Health Center	\$ 12,133
WOVV Radio	\$ 17,535
Ocracoke Alive	\$ 28,500
Ocracoke Community Center	\$ 33,295
Hyde County	\$ 45,000
Ocracoke Youth Center	\$ 48,000

Ocracoke Preservation Society	\$ 48,623
North Carolina Land Trust	\$ 50,000
Ocracoke Civic & Business Association	\$ 82,833
Ocracoke Fire Protection Association	\$120,000
Total	\$503,617

Bob Chestnut, Chairman of Ocracoke Occupancy Tax Board wrote in addition to the annual appropriations listed above the Ocracoke Occupancy Tax Board reviewed requests for \$84,500 from the Ocracoke Community Foundation for capital improvements to the Ocracoke Community Square property and \$21,250 from the Ocracoke Youth Center for capital improvements to the Ocracoke Community Park. The Board suggests these two requests take priority in any decision to reduce the Ocracoke Occupancy Tax fund balance.

Commissioner Pahl moved to approve the above listed funding requests from the Ocracoke Occupancy Tax Board. Mr. Simmons seconded the motion. The motion passed on the following vote: Ayes – Pugh, Pahl, Swindell, Tunnell and Simmons; Nays – None; Absent or not voting – none.

Call for Public Hearing - FY2018-2019 Budget

Bill Rich, County Manager, recommended a public hearing be conducted to receive questions and/or comments from the public regarding the proposed FY2018-2019 Hyde County Budget.

Commissioner Tunnell moved to conduct public hearing on the proposed FY2018-2019 Hyde County Budget on Tuesday, June 5, 2018, beginning at 6:00p.m., (or as soon thereafter as possible) in the Hyde County Government Center, Multi-Use Room, and the Ocracoke Community Center using electronic conferencing equipment. Mr. Simmons seconded the motion. The motion passed on the following vote: Ayes – Pugh, Pahl, Swindell, Tunnell and Simmons; Nays – None; Absent or not voting – none.

Hyde County FY2018-2019

Corrinne Gibbs, Finance Officer, reported in order to complete the FY2018-2019 Hyde County Budget, a “Spending Freeze” is needed. Ms. Gibbs recommended \$100.00 for all County departments through the end of FY2017-2018, effective May 8, 2018. Requests exceeding \$100.00 will be reviewed by the County Manager and approved as he deems necessary. She also reported the Health Department and the Department of Social Services will not be affected by the freeze.

Commissioner Swindell moved to approve setting a Spending Freeze, effective immediately. Mr. Simmons seconded the motion. The motion passed on the following vote: Ayes – Pugh, Pahl, Swindell, Tunnell and Simmons; Nays – None; Absent or not voting – none.

Flex Schedule

Tammy Blake, Human Resources Director, reported summer flex-time is a work schedule which allows non-rotating shift employees to work hours that are not within the standard 8:00a.m. – 5:00p.m., Monday – Friday range, while maintaining a high level of service during the County’s peak operating hours. Over the past eight years, employees eligible for flex-time worked four (4) ten (10) hour days, Monday – Friday. County offices will remain open from 8:00a.m. – 5:00p.m., Monday – Friday.

Commissioner Swindell moved to approve flex-time work schedules for non-rotating shift employees, beginning Monday, May 28, 2018 and ending Friday, August 31, 2018. Mr. Pahl seconded the motion. The motion passed on the following vote: Ayes – Pugh, Pahl, Swindell, Tunnell and Simmons; Nays – None; Absent or not voting – none.

DHHS/DSS Written Agreements

Laurie Potter, Department of Social Services (DSS) Director reported Session Law 2017-41 requires all counties to enter into an annual agreement with the Department of Health and Human Services (DHHS) for all social services programs excluding medical assistance (Medicaid). The law requires the agreement to contain certain performance requirements and administrative responsibilities related to the social services programs.

Draft Annual Written Agreement, Attachment XI – Corrective Action states: If a County Department of Social Services fails to satisfy a performance requirement or term of agreement, the Department will provide the County DSS with written notification identifying the relevant performance requirement and how the County DSS failed to satisfy it. The County DSS and Department shall work together to develop a performance improvement plan to address the non-compliance.

Letter To Congressman Walter B. Jones

Bill Rich, County Manager, presented a letter addressed to Congressman Walter B. Jones from the Hyde County Board of Commissioners and the County Manager requesting approval to replace the Engelhard Post Office and parking lot

with a new modern facility and repaved parking lot. If approved, the new facility will enable better service to the citizens of Hyde County, particularly the Engelhard community.

Commissioner Swindell moved to approve Board Chairman Earl Pugh, Jr. and County Manager Bill Rich to sign and send a letter regarding the Engelhard Post Office to Congressman Walter B. Jones. Mr. Simmons seconded the motion. The motion passed on the following vote: Ayes – Pugh, Pahl, Swindell, Tunnell and Simmons; Nays – None; Absent or not voting – none.

Alligator Management Options

Kris Noble, Assistant County Manager, presented NC Wildlife Resources Commission **Alligator Management Options for Municipalities**. Ms. Noble reported at their February 2018 meeting, the NCWRC adopted a rule to allow limited take of American alligators (H6). In accordance with the Alligator Management Plan, a local population reduction hunt may be requested by a municipality (NCGS § 160A-1(2)) within Alligator Management Unit 1 (Brunswick, Carteret, Columbus, Craven, Hyde, Jones, New Hanover, Onslow, Pamlico and Pender counties). Information is available online at www.ncwildlife.org/alligator; or e-mail: wildlifehelpline@ncwildlife.org.

Commissioner Swindell moved to authorize staff to complete and Chairman Earl Pugh, Jr. to sign the local population reduction alligator hunt application. Mr. Simmons seconded the motion. The motion passed on the following vote: Ayes – Pugh, Pahl, Swindell, Tunnell and Simmons; Nays – None; Absent or not voting – none.

Consultant Agreement: Bill Rich

Franz Holscher, County Attorney, presented the finalized independent consultant contract agreement between the County of Hyde and William D. (Bill) Rich effective August 1, 2018 and terminates June 30, 2020.

Commissioner Pahl moved to approve the Independent Consultant Contract Agreement with William D. Rich as presented by County Attorney Franz Holscher. Mr. Simmons seconded the motion. The motion passed on the following vote: Ayes – Pugh, Pahl, Swindell, Tunnell and Simmons; Nays – None; Absent or not voting – none.

Employment Agreement: Kris Noble

Franz Holscher, County Attorney, presented the finalized employment agreement between the County of Hyde and Kristen (Kris) Cahoon Noble. Ms. Noble will remain in employment with the County, effective July 1, 2018 through June 30, 2019.

Commissioner Swindell moved to approve the County Manager Employment Agreement with Kristen Cahoon Noble as presented by County Attorney Franz Holscher. Mr. Tunnell seconded the motion. The motion passed on the following vote: Ayes – Pugh, Pahl, Swindell, Tunnell and Simmons; Nays – None; Absent or not voting – none.

Employee Drug Testing

Benjamin Simmons, III, Commissioner, requested annual and random drug testing of all county employees.

Corrinne Gibbs, Finance Officer, explained public safety employees are tested at random. With reasonable suspicion and when following State laws and guidelines all employees can be tested.

Alligator Weed

Daniel Brinn, Hyde County Water and Flood Control Manager, will investigate options available to control alligator weed in Hyde County. Mr. Brinn reported Tyrrell County pays a contractor to spray canals at of cost of approximately \$4,000.00 per year after the initial expense for equipment. He recommends developing a maintenance plan/treatment regime to manage alligator weed. He will research grant funding for this project.

Letter from Local Government Commission (LGC)

Tom Pahl, Commissioner, questioned the County's response to a letter from the LGC.

Corrinne Gibbs, Finance Officer, reported the antiquated finance software system will not communicate with other county department's software systems. Every software system is on its own server. Ms. Gibbs will send a response to the LGC as required.

FY2018-2019 Budget Message

Bill Rich, County Manager, presented comment on the proposed FY2018-19 Hyde County Operating Budget. Mr. Rich discussed financial and substantial improvements and budget expectations.

Mr. Rich reported expenses have been on budget however revenues did not meet budget expectations. As done in the past five years, fund balance was budgeted to balance the budget. Years 2013, 2014 and 2015 the fund balance grew from \$2,784,184 to \$4,622,833 (24% to 39.42%). In 2016, a negative cash flow of \$221,000 was predicted and a decrease in the fund balance to \$3,697,663 (30.09%). In 2017, a predicted negative cash flow of \$484,859 was seen however even with this the fund balance grew by almost \$600,000 to a total of \$4,278,297 (32.7%).

Mr. Rich reported also in 2017, \$1.2M in fund balance was budgeted to balance the budget. Although the final negative cash flow will not be \$1.2M, it will not be known until July nor will we know the final fund balance until October. He discussed four (4) weak or non-generating revenue sources creating a loss of over \$1,000,000 in revenues:

- Tax Collections – assessed values are down; collection rate is poor. These factors in addition to our re-valuation has amounted to a loss of revenue of \$500K (+ / -).
- Medicaid Hold Harmless – previous years have yielded revenue to Hyde County from the State for the Medicaid hold harmless program. We received \$0 from the State for this program this year resulting in a loss of projected revenue of \$300K.
- Last year \$100K was requested from Ocracoke Occupancy Tax Board to supplement EMS operations on the Island. That expected revenue was budgeted but denied by the Ocracoke O-Tax Board which resulted in loss projected revenue.
- Expected revenue earnings from the non-ambulatory service were slow to start resulting in very low revenues.

Mr. Rich reported in the 2018-2019 Fiscal Year the deficit created from re-valuation, decreased total assessed value, poor tax collection, lost Medicaid Hold Harmless, no revenue from Ocracoke Occupancy Tax for Island EMS and the slow start to non-ambulatory services has to be made up.

Mr. Rich reported the tax rate in 2018-2019 needs to be raised \$.05. With this increase, a budget will be balanced by the lowest amount of fund balance in the last six years. Hyde County must be fiscally responsible sooner than later.

Mr. Rich reported the collection rate will grow to 98% as real estate assessed values grow with the new Farragut system. The FY2018-19 expense budget has been trimmed and revenues expected to be raised due to tax increase and a small increase in assessed values.

A budget workshop is scheduled to follow the second Board of Equalization & Review Meeting on Monday, May 14, 2018 and will be continued on Tuesday, May 15, 2018, beginning at 6:00p.m.

The entire budget message is available for review at www.hydecourtnc.gov under departments, then finance.

Budget Transfers:

Earl Pugh, Jr., Chairman presented the following budget transfers for Board of Commissioners approval.

- **Planning** – Dues and Subscriptions \$ 600.00
- **Sheriff's Department** – Uniforms \$ 5,500.00
- **Emergency Management** – Expenses for Remainder of Fiscal Year \$ 2,500.00
- **Health Department** – BR23-18 – Utilities through FYE \$ 3,900.00
 - BR24-18 – Postage through FYE \$ 75.00
 - BR25-18 – Medical Supplies through FYE ... \$ 792.68
- **Soil & Water** – Travel & Training \$ 800.00

Commissioner Simmons moved to approve departmental budget transfers as presented. Mr. Swindell seconded the motion. The motion passed on the following vote: Ayes – Pahl, Pugh, Simmons, Tunnell and Swindell; Nays – None; Absent or not voting – none.

Management Reports:

Chairman Earl Pugh, Jr. – attended a Loan Committee meeting and the 4-H Livestock Show. He also toured the Ocracoke EMS site and Tram site.

Vice-chair Barry Swindell – will work with Kris Noble to develop a Recreation Committee and research grant funding for a recreational facility over the next couple of years.

Commissioner Ben Simmons – discussed water and drainage with citizens.

Commissioner Tom Pahl – attended Ocracoke Occupancy Tax Board appropriations meeting, Ocracoke Township Tourism Advisory Board meeting and Island Inn property purchase meeting. He met with the Ocracoke Fire Department regarding formation of a fire tax district.

Commissioner Dick Tunnell – attended a Mid-East Housing meeting, the Hyde County 4-H Livestock Show and the Eastern 4-H Fundraiser.

Assistant County Manager Kris Noble – participated in budget meetings, employee insurance evaluation and Farragut implementation. Ms. Noble attended Hyde County 4-H Livestock Show, Ocracoke Waterways meeting and Mid-East Commission meeting. She reported Judge Regina Parker received an Opioid Partnership five county (Martin, Tyrrell, Beaufort, Washington and Hyde) regional grant.

County Manager Bill Rich – will attend the Mattamuskeet Watershed meeting on Tuesday.

Public Comments:

Thomas Midgette, Engelhard – asked if the County could donate surplus property to non-profits.

Connie Leinbach, Ocracoke – asked about priority items on the Ocracoke Occupancy Tax recommendations list.

Commissioner Pahl – reported Bob Chestnut will schedule a meeting to discuss the list.

Finance Officer Corrinne Gibbs – reported change to the recommendation list will have to be a budget revision.

Darlene Styron, Ocracoke – questioned the countywide \$.05 property tax increase and the mosquito tax increase on Ocracoke. Ms. Styron reported city water is needed on three lines on Ocracoke. She asked that Mr. Ramunni join the OCBA meeting by phone and reported moving the EMS Station is a great idea.

Commissioner Ben Simmons recommends setting realistic goals.

There being no further comment from the public, Chairman Pugh continued the meeting.

Closed Session (none)

Adjourn

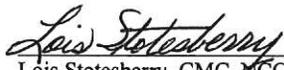
Commissioner Simmons moved to adjourn the meeting. Mr. Swindell seconded the motion. The motion passed on the following vote: Ayes – Pahl, Pugh, Tunnell, Swindell and Simmons; Nays – None; Absent or not voting – None.

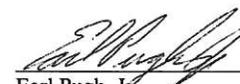
The meeting adjourned at 8:40p.m.

Respectfully submitted:

Minutes approved on the 5th day of June, 2018.

Attest:


Lois Stotesberry, CMC, NCCCC
Clerk, Hyde County Board of Commissioners


Earl Pugh, Jr.
Chair, Hyde County Board of Commissioners



Attachments:

Hyde County CDBG Disaster Recovery Program

Exhibit A: "Citizen Participation Plan"

Exhibit B: "Project Ordinance"

Exhibit C: "Resolution Approving Administrative Guidelines and Policies"

Exhibit D: "Financial Management Resolution"

Exhibit E: "Policy Concerning Code of Conduct for Officers, Employees or Agents"

Exhibit F: "Procurement Standards Plan"

Exhibit G: "Equal Opportunity Plan"

Exhibit H: "Local Jobs Initiative (Section 3) Plan Local Economic Benefit for Low – and Very Low-income Persons (May 7, 2018 – May 6, 2021)"

Exhibit I: "Residential Anti-displacement and Relocation Assistance Plan (May 7, 2018 – May 6, 2021)"

Exhibit J: "Fair Housing Policy"

Exhibit K: "Excessive Force Policy (May 7, 2018 – May 6, 2021)"

Exhibit L: "Designation of Labor Standards Enforcement Officer"

Exhibit M: "Proclamation – 2018 EMS Week to Designate the Week of May 20-26, 2018 as Emergency Medical Services Week"

Exhibit N: "Proclamation – 2018 Vulnerable Adult and Elder Abuse Awareness Months May 13 – June 17, 2018"

Exhibit O: "Proclamation – Older Americans Month 2018"

Exhibit P: "Resolution – Opposing The Reduction In The Number Of Judges In The Second Judicial District"

Exhibit Q: "Resolution – Reimbursement Project Expenditures"

HYDE COUNTY CDBG DISASTER RECOVERY PROGRAM

Citizen Participation Plan

Division of Emergency Management

North Carolina Department of Public Safety

Grantee: Hyde County

Recipient's Address: Hyde County, 30 Oyster Creek Rd, (PO Box 188), Swan Quarter, NC 27885_

Contact Person: Kris Cahoon Noble, Assistant County Manager

Contact Email: knoble@hydecountync.gov

Contact Phone #: (252) 926-4180

TDD#: Relay North Carolina TT#1-800-735-2962

The primary goal of the Citizen Participation Plan is to provide citizens, especially low and moderate income citizens of the community where CDBG-funded activities will take place, an opportunity to participate in an advisory role in the planning, implementation, and assessment of the programs and projects.

The Citizen Participation Plan is required by Section 104(a) (2) of the Housing and Community Development Act and by regulations at 24 CFR 570.486(a) (6).

The plan is vitally important to the success of CDBG-funded activities undertaken by local governments. Compliance with the plan reduces the number of legal challenges and citizen complaints against the local government recipient.

1. INTRODUCTION

Hyde County has designed this community-wide Citizen Participation Plan to provide for and encourage citizen participation in the Community Development Block Grant (CDBG) program. This Plan is an essential element of the County's present and future community development process and has been developed to comply with the regulations and requirements of the CDBG program as administered by the North Carolina Division of Emergency Management (NCDEM) and the Department of Housing and Urban Development (DHUD).

The primary goal of this Citizen Participation Plan is to provide all citizens of the community with adequate opportunity to participate in an advisory role in the planning, implementation, and assessment of the County's CDBG program(s). The Plan sets forth policies and procedures for citizen participation, which are designed to maximize the opportunity for citizen participation in the community development process. Special emphasis has been placed on encouraging participation by persons of low and moderate incomes, residents of blighted neighborhoods, and residents of areas where community development funds are utilized.

Citizens are encouraged to participate in all phases of the CDBG program(s) and will be provided full access to program information. However, final responsibility and authority for the development and implementation of CDBG program(s) will lie with the County.

2. SCOPE OF PARTICIPATION

The County will make reasonable efforts to provide for citizen participation during the community development process and throughout the planning, implementation and assessment of all CDBG program(s) undertaken by the County. Local officials will make every effort to involve citizens in all phases of the development, implementation and assessment of community development programs including, but not limited to, the following phases:

- a. identification and assessment of housing and community development needs; determination of CDBG project(s) and documentation; and the development of CDBG application(s);
- b. changes and/or amendments to approved CDBG projects; and
- c. assessment of CDBG program performance.

All phases of the community development process will be conducted by local officials in an open manner. Citizens of the County are encouraged to participate at all levels and will be given access to program information during each phase of any CDBG program as outlined herein.

3. CITIZEN PARTICIPATION CONTACT PERSON

Kris Noble, Assistant County Manager, has been designated Citizen Participation Coordinator by the Chairman of the Hyde County Board of Commissioners and will serve as the contact person for all matters concerning citizen participation activities. This person shall be responsible for overseeing

citizen participation throughout the community development process and the implementation of all citizen participation activities and functions, except those which may be specifically delegated to other parties by this Plan.

The specific duties and responsibilities of the Citizen Participation Coordinator shall include, but not necessarily be limited to: disseminating information concerning proposed projects and the status of current project activities; coordinating various groups which may be participating in the community development process; receiving written comments; serving as a vehicle by which ideas, comments, and proposals from local residents may be transmitted to local officials and/or program staff; and, monitoring the citizen participation process and proposing such amendments to the Citizen Participation Plan as may be necessary.

The Citizen Participation Coordinator may be contacted at the Hyde County Government Center, 30 Oyster Creek Road, (PO Box 188), Swan Quarter, NC, during regular business hours. All questions concerning citizen participation in the community development process should be addressed to the Citizen Participation Coordinator.

4. TECHNICAL ASSISTANCE

The Hyde County staff shall provide technical assistance to individual citizens and citizen groups, especially those groups representative of persons of low or moderate income, as may be required to adequately provide for citizen participation in the planning, implementation and assessment of CDBG program(s).

Such technical assistance is intended to increase citizen participation in the community development decision making process and to ensure that such participation is meaningful. Technical assistance shall also be utilized to foster public understanding of CDBG program requirements.

Technical assistance shall be provided on request and may include, but not necessarily be limited to: interpreting the CDBG program and its rules, regulations, procedures and/or requirements; providing information and/or materials concerning the CDBG program; and, assisting low and moderate income citizens, and residents of blighted neighborhoods to develop statements of views, identify their needs, and to develop activities and proposals for projects which, when implemented, will resolve those needs.

Technical assistance may be obtained by contacting the Citizen Participation Coordinator.

5. PUBLIC HEARINGS

Citizen participation in the community development process will be conducted on a community-wide basis and will actively involve the views and proposals of all citizens, especially low and moderate income persons and residents of areas where CDBG activities are proposed or ongoing.

Public hearings will be held during all phases of the community development process, as outlined herein, to allow citizens to voice opinions and offer proposals concerning the development and

performance of CDBG programs. Local officials will respond to questions and proposals from citizens at each public hearing. Any questions that citizens may have concerning a program will be answered and their comments, suggestions, and/or proposals will be received. Citizens may also express comments and views concerning the community development process or any specific CDBG project to the governing body at any regularly scheduled meeting.

5.1 Public Hearing Times and Locations

All public hearings will be held at times and locations which will be accessible to all citizens, especially persons of low and moderate incomes, and residents of blighted neighborhoods and CDBG project areas.

Public hearings will be scheduled for convenient times as determined by the County. Public hearings may be held at any site which, in the opinion of the County, provides adequate access for citizen participation.

Hearings will normally be held at the Hyde County Government Center, 30 Oyster Creek Road, (PO Box 188), Swan Quarter, NC. This site is centrally located and generally accessible to all citizens. This building is also accessible to persons with disabilities. Hearings may, however, at the option of the County, be held at an alternate location to be specified in the public hearing notice(s).

5.2 **Application** Public Hearing

One public hearing shall be held during any CDBG program fiscal year prior to the submission of an application for CDBG assistance. The primary purposes of the public hearing shall be to assess community needs and problems in an effort to determine the most critical needs to be addressed by the CDBG program; and also to present for public comment and review the program activities which have been selected by the County to resolve the identified needs.

An application public hearing will be held during the initial stage of program development to discuss items regarding community development and housing needs, the CDBG program, and the application process. The objective of citizen participation at this stage is to provide meaningful, community-wide citizen input into the decision-making process during the assessment of community needs and the consideration of priorities and options associated with the development and submission of a CDBG application. Local officials will also entertain proposals and comments from citizens concerning community development activities at this hearing.

This hearing will normally serve to discuss and review the information appropriate for all applications submitted by the County during any fiscal year. Additional changes in community development or housing needs in the community as determined by local officials can be addressed by a community meeting where citizens can share their comments prior to the submission of other CDBG applications late in the fiscal year.

Citizens will be provided with information concerning the CDBG program at this public hearing. Such information shall include, but not necessarily be limited to: the goals and objectives of the CDBG program; the total amount of CDBG funds available for the fiscal year and for the funding round; the role of citizens in program planning, implementation, and assessment; the range of activities which may be undertaken; the process to be followed in developing a CDBG application; a statement that 100 percent of the CDBG funds will be used to benefit low-to-moderate income people; the schedule of meetings and hearings; location where the application can be reviewed; activities previously funded in the County through the CDBG program; and an identification of projects which could result in the relocation of area residences or businesses; and the actions that would be undertaken if such relocation were necessary; provide citizens with contact information such as address, telephone number, and dates for submitting complaints or grievances. Furthermore, the effectiveness of the Citizen Participation Plan in allowing citizen participation in the community development process and potential changes and/or amendments to the Plan shall also be discussed at this meeting.

The County may, at the option of local officials, review multiple CDBG project applications at one hearing when more than one application is to be submitted during the same fiscal year. Each such hearing shall be held prior to, and in preparation for, the application's approval by the County.

A second objective of citizen participation during this stage is to inform citizens of the proposed project activities to be included in a CDBG application(s) and to solicit comments from citizens concerning these activities.

Citizens attending this hearing will be provided with information concerning the CDBG project(s) proposed including, but not necessarily limited to: the project application(s) to be submitted and the applicable CDBG fund; specific project activities to be included; the location of the project activities; the approximate cost estimate for the proposed activities; the estimate of local match required; the impact of the project on low and moderate income persons; and, the approximate application submittal date.

5.3 **Amendment** Public Hearings

The County will assure the opportunity for citizen participation during the implementation of any CDBG program(s) when changes to the project are under consideration by the County. Citizen participation shall be obtained and considered in any amendments to a CDBG program which involves changes in dollar amount spent on any activity, changes in program beneficiaries, changes in the location of approved activities, addition to or deletion of project activities, and major budget shifts between approved activities.

To ensure adequate opportunity for citizen participation during CDBG programs, the County shall hold a public hearing on all formal amendments which require the NCDEM approval. For "local" amendments and changes for which the NCDEM approval is not required, input from

citizens concerning changes or amendments will be received at regularly scheduled County meetings where such changes or amendments are considered.

5.4 Assessment of Performance Public Hearings

Citizens of the County will be provided with the opportunity to comment on the performance of local officials, the County staff, consultants, engineers, and contractors, and the actual use of CDBG funds during the implementation of a CDBG program. Citizens will also be requested to assess the performance of the County in resolving identified community development and housing needs, and in achieving its community development goals and objectives. Ongoing community assessment of the effectiveness of the community development process is considered essential to the success of the CDBG program.

At the conclusion of each CDBG project, a public hearing will be held to review program activities and to assess program performance. This hearing shall be held prior to the submission of the Performance Assessment Report and any other required closeout documents to the NCDEM for a CDBG project. This hearing will be used to ensure community-wide participation in the evaluation of the CDBG program.

5.5 Additional Hearings

Other public hearings may be held as deemed necessary by the County in order to inform citizens of community development project(s) and activities, and to solicit citizen opinions and comments. All additional hearings shall comply with the requirements set forth in this Plan.

5.6 Limited English Proficiency Residents

The County has followed the guidance provided in the Language Access Plan to determine the need to undertake reasonable actions to facilitate the participation of persons with Limited English Proficiency. Local officials will undertake all reasonable actions necessary to allow such persons to participate in the community development process. Such actions may include the provision of an interpreter and/or the provision of materials in the appropriate language or format for persons with Limited English Proficiency.

5.7 Public Hearing Notice

Notice of public hearings must be published in a local newspaper of general circulation, in a non-legal section of the paper at least ten (10) days prior to the hearing date, but no more than 25 days prior to the meeting date. Each notice of a hearing shall include the time, date, place, and topics and procedures to be discussed.

5.8 Accessibility to Low and Moderate Income Persons

The public hearing procedures outlined herein are designed to promote participation by low and moderate income citizens, as well as residents of blighted neighborhoods and CDBG project areas in any public hearing(s). **Local officials may take additional steps to further promote participation by such groups, or to target program information to these persons should officials feel that such persons may otherwise be excluded or should additional action be deemed necessary. Activities to promote additional participation may include: posting of notices in blighted neighborhoods and in places frequented by low and moderate income persons, and holding public hearings in low and moderate income neighborhoods or areas of existing or proposed CDBG project activities.**

5.9 Accessibility to Persons with Disabilities

The locations of all public hearings as described herein shall be made accessible to persons with disabilities. The County shall provide a sign language interpreter whenever the Citizen Participation Coordinator is notified in advance that one or more deaf persons will be in attendance. The County shall provide a qualified reader whenever the Citizen Participation Coordinator is notified in advance that one or more visually impaired persons will be in attendance. Additionally, the County shall provide reasonable accommodations whenever the Citizen Participation Coordinator is notified in advance that one or more persons with mobility or developmental disabilities will be in attendance.

6. PROGRAM INFORMATION

Citizens will be provided full access to CDBG program information during all phases of a CDBG project. Local officials of the County shall make reasonable effort to assure that CDBG program information is available to all citizens, especially those of low and moderate incomes and those residing in blighted or Limited English Proficiency neighborhoods and/or CDBG project areas.

To facilitate citizen access to CDBG program information, the Citizen Participation Coordinator will keep all documents related to a CDBG program on file in the Hyde County Government Center, 30 Oyster Creek Road, (PO Box 188), Swan Quarter, NC. Information from the project files shall be made available for examination and duplication, on request, during regular business hours. CDBG program information and materials, concerning specific CDBG projects will be available and distributed to the public at the regularly scheduled public hearings as outlined in this Plan. Furthermore, information concerning any CDBG project will be available at regularly scheduled council meetings where the program is discussed.

Materials to be made available shall include, but are not necessarily limited to: the Citizen Participation Plan; records of public hearing; mailings and promotional materials; prior CDBG program applications; letters of approval; grant agreements; the environmental review record; financial and procurement records; project design and construction specifications; labor standards materials; performance and evaluation reports; other reports required by the NCDDEM and/or the DHUD; proposed and approved CDBG program application(s) for the current year or project; written comments or complaints received concerning the community development

program, and written responses from the County; and, copies of the applicable Federal and State rules, regulations, policies, requirements and procedures governing the CDBG program.

In no case shall the County disclose any information concerning the financial status of any program participant(s) which may be required to document program eligibility or benefit. Furthermore, the County shall not disclose any information which may, in the opinion of the Chairman of the Hyde County Board of Commissioners, be deemed of a confidential nature.

7. PROCEDURES FOR COMMENTS, OBJECTIONS AND COMPLAINTS

The public hearings scheduled, as described in this Citizen Participation Plan, are designed to facilitate public participation in all phases of the community development process. Citizens are encouraged to submit their views and proposals on all aspects of a community development program at the public hearings. However, to ensure that citizens are given the opportunity to assess and comment on all aspects of the community development program on a continuous basis, citizens may, at any time, submit written comments or complaints to the County.

Any citizen or citizens' group desiring to comment or object to any phase of the planning, development or approval of the application for CDBG funds, or to the implementation of any CDBG program, should submit such comments or objections in writing to the Chairman of the Hyde County Board of Commissioners. Should, after a reasonable period, a party believe that his/her comment or complaint has not been properly addressed or considered by the Chairman of the Board of Commissioners, then the aggrieved party may appeal his/her case to NCDEM.

Local officials shall make every effort to provide written responses to citizen proposals or complaints within fifteen (15) working days of the receipt of such comments or complaints where practicable. Should the County be unable to sufficiently resolve an objection or complaint, it may be forwarded by the aggrieved party to the NCDEM.

Citizens may, at any time, contact the NCDEM and/or DHUD directly to register comments, objections or complaints concerning the County's CDBG application(s) and/or program(s). Citizens are encouraged, however, to attempt to resolve any complaints at the local level as outlined above prior to contacting NCDEM or DHUD.

All comments or complaints submitted to the NCDEM or the DHUD shall be addressed in writing to:

NC Department of Public Safety
Division of Emergency Management
4238 Mail Service Center
Raleigh, North Carolina 27699-4238

OR

U.S. Department of Housing and Urban Development
Community Planning and Development Division
Greensboro Field Office
1500 Pinemcree Road
Greensboro, NC 27407

Records of all comments, objections and/or complaints by citizens concerning the County's CDBG program and subsequent action taken in response to those comments shall be maintained on file at the County and shall be made available for public inspection upon request.

8. AMENDMENTS

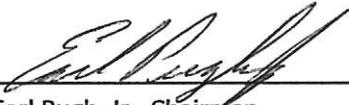
The County may, from time to time, modify the provisions outlined herein through amendment to this Citizen Participation Plan. It shall be the policy of the County to periodically review and discuss the effectiveness of this Citizen Participation Plan in allowing citizen participation in the community development process and in helping to meet the community development needs and goals identified by the citizens of the County. To this end, the effectiveness of the Plan will be discussed at public hearings held in conjunction with the community development program as discussed herein, and potential amendments to the Plan will be reviewed at this time.

Amendments to the Plan will be made as necessary. All amendments shall be approved by resolution of the County and shall be incorporated into this Plan.

9. AUTHORITY

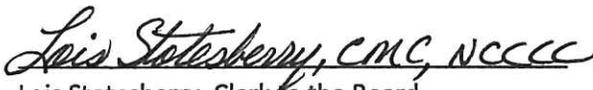
No portion of this Citizen Participation Plan shall be construed to restrict the responsibility and authority of the elected officials of the County in the development, implementation, and execution of any Community Development Block Grant program.

Adopted this 7th day of May, 2018.



Earl Pugh, Jr., Chairman
Hyde County Board of Commissioners

ATTEST:


Lois Stotesberry, Clerk to the Board



HYDE COUNTY CDBG DISASTER RECOVERY PROGRAM
Project Ordinance

Be it ordained by Hyde County, North Carolina, that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following grant project ordinance is hereby adopted:

Section 1. The project authorized is the Community Development Block Grant Disaster Recovery (CDBG-DR) Program described in the work statement contained in the grant agreement (#17-R-3014) between Hyde County and the North Carolina Department of Environment and Natural Resources. This project is more familiarly known as the Hyde County CDBG-DR Project.

Section 2. The Hyde County staff is hereby directed to proceed with the grant project within the terms of the grant document(s), the rules and regulations of the Department of Environment and Natural Resources, and the budget contained herein.

Section 3. The following revenues and resources are anticipated to be available to complete the project activities:

<u>CDBG-DR Project</u>	
CDBG Grant	\$500,000
Total Project Resources	<u>\$500,000</u>

Section 4. The following amounts are appropriated for the project activities:

<u>CDBG-DR Project</u>	
Project Budget	<u>\$500,000</u>

Section 5. The Grant Finance Officer is hereby directed to maintain within the Grant Project Fund sufficient specific detailed accounting records to provide the accounting to the North Carolina Department of Environmental and Natural Resources required by the grant agreement(s) and federal and state regulations.

Section 6. Funds may be advanced from the General Funds for the purpose of making payments as due. Reimbursement requests should be made to the North Carolina Department of Environmental and Natural Resources in an orderly and timely manner.

Section 7. The Grant Finance Officer is directed to report quarterly on the financial status of each project element in Section 4 and on the total grant revenues received or claimed.

Section 8. The Grant Finance Officer is directed to include a detailed analysis of past and future costs and revenues on this grant project in every budget submission made to this board.

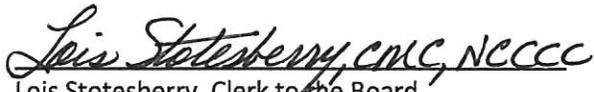
Section 9. Copies of this grant project ordinance shall be made available to the Grant Finance Officer for direction in carrying out this project.

Adopted this 7th day of May, 2018.



Earl Pugh, Jr., Chairman
Hyde County Board of Commissioners

ATTEST:


Lois Stotesberry, Clerk to the Board



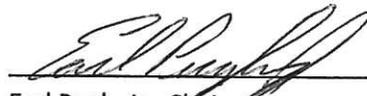
HYDE COUNTY CDBG DISASTER RECOVERY PROGRAM
Resolution Approving Administrative Guidelines and Policies

WHEREAS, Hyde County wishes to carry out its Community Development Block Grant Disaster Recovery (CDBG-DR) Program in accordance with established state and federal administrative guidelines.

NOW, THEREFORE, the Hyde County Board of Commissioners hereby collectively adopts the following resolutions, guidelines, plans, and policies, and resolves that they be utilized during the administration of the county's CDBG Disaster Recovery program:

1. Project Ordinance
2. Financial Management Resolution
3. Citizen Participation Plan
4. Residential Anti-displacement and Relocation Assistance Plan
5. Local Jobs Initiative (Section 3) Plan, Local Economic Benefit for Low- and Very Low-Income Persons
6. Equal Opportunity Plan
7. Procurement Standards Plan
8. Policy Concerning Code of Conduct
9. Fair Housing Policy
10. Excessive Force Policy
11. Designation of Labor Standards Enforcement Officer

Adopted this 7th day of May, 2018.



Earl Pugh, Jr., Chairman
Hyde County Board of Commissioners

ATTEST:



Lois Stotesberry, Clerk to the Board



HYDE COUNTY CDBG DISASTER RECOVERY PROGRAM
Financial Management Resolution

WHEREAS, Hyde County has received a Community Development Block Grant Disaster Recovery Grant in the amount of \$500,000; and

WHEREAS, the North Carolina Administrative Code regulations require that Hyde County designate a Grant Finance Officer and a depository for CDBG funds;

NOW, THEREFORE, Hyde County hereby resolves the following:

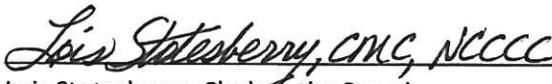
- (1) Corrinne Gibbs, Finance Director, will serve as Grant Finance Officer, and will be responsible for financial management of the program according to the requirements of the North Carolina Administrative Code and North Carolina General Statute requirements.
- (2) First National Bank of Swan Quarter, NC, is hereby designated as the official depository for revenues budgeted for the CDBG-DR Program.

Adopted this 7th day of May, 2018.



Earl Pugh, Jr., Chairman
Hyde County Board of Commissioners

ATTEST:


Lois Stotesberry, Clerk to the Board



HYDE COUNTY CDBG DISASTER RECOVERY PROGRAM
Policy Concerning Code of Conduct for Officers, Employees or Agents

BE IT RESOLVED BY THE HYDE COUNTY BOARD OF COMMISSIONERS:

Section 1: No employee, officer or agent of Hyde County shall knowingly solicit or accept any form of gratuity from any person, firm or organization whereby such gratuity shall in any way persuade or affect the outcome of the award of any contract of which any part is supported by federal funds.

Section 2: No employee, officer or agent of Hyde County shall participate in the selection, or in the award or administration of a contract supported by federal funds if a conflict of interest, real or apparent, would be involved. Such a conflict would arise when the employee, officer or agent, member of his/her immediate family, his/her partner, or an organization which employs, or is about to employ, any of the above individuals, has a financial or other interest in the firm selected for award.

Section 3: No employee, officer or agent of Hyde County shall solicit nor accept gratuities, favors or anything of monetary value from contractors, potential contractors, or parties to subagreements.

Section 4: If any employee, officer or agent shall knowingly violate any of the provisions of this policy, such employee, officer or agent will be subject to such disciplinary measures as may be deemed appropriate by the Hyde County Board of Commissioners or County Manager including, but not limited to, suspension without pay, demotion, or dismissal.

Section 5: If any contractor or his agent violates any provision of this policy, such violation will constitute grounds for action deemed appropriate by the County Manager including, but not limited to, withdrawal from consideration of any proposal or bid submitted by such contractor, withdrawal of award, or rescission of contract.

This policy shall become effective from and after its adoption by the Hyde County Board of Commissioners in an open meeting.

If any part of this policy shall be found to be in conflict with any federal or State of North Carolina law, then that portion of the policy can be amended to comply with the federal or state law without affecting the validity of the other portions.

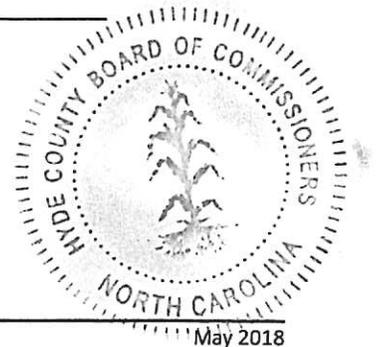
Adopted this 7th day of May, 2018.



Earl Pugh, Jr., Chairman
Hyde County Board of Commissioners

ATTEST:


Lois Stotesberry, Clerk to the Board



HYDE COUNTY CDBG DISASTER RECOVERY PROGRAM
Procurement Standards Plan

Policy

Hyde County will comply with the terms and conditions of Federal and/or State funding that is awarded and accepted, including but not limited to, the terms and conditions of Grant Contract, Title 2 CFR Part 200, and HUD implementing regulations contained in 24 CFR 570.489(g) which are incorporated by reference and included herein to the extent of its applicability. The County, as the recipient of Federal and/or State CDBG funds, acknowledges its responsibility to and will adhere to the aforesaid North Carolina State and Federal Procurement Policies.

Hyde County will, to the extent applicable, follow methods of procurement, procure by contracting with small, minority firms, women's business enterprises, and labor surplus area firms. Additionally, the County will demonstrate contract cost and price awareness, and adhere to awarding agency review provisions (Title 2 CFR Appendix II to Part 200 – Contract Provisions for Non-Federal Entity Contracts under Federal Awards).

Plan

All procurement of goods and services by the County with CDBG grant funds shall be accomplished in accordance with the regulations of **Procurement Standards**, where applicable, Recipient shall follow the procurement standards established in the "Uniform Administrative Requirements, Cost Principles, And Audit Requirements For Federal Awards" (2 CFR Part 200) and HUD implementing regulations contained in 24 CFR 570.489(g), which explicitly prohibit cost plus a percentage of cost and percentage of construction cost methods of contracting. In addition, all purchase orders and contracts shall include any clauses required by Federal Statutes, Executive Orders, and implementing regulations including the Section 3 clause, per 24 CFR 570.489(g) and 24 CFR 135.38, or the North Carolina General Statutes applying to procurement in general by the North Carolina municipalities and counties.

When the Federal and State regulations are different, the more restrictive regulations shall apply to the procurement in question. Additionally, the County will adhere to the following guidelines during procurement of goods and services with Federal funds:

- In all cases where goods or services are procured on the basis of one bid or proposal received, the County will follow established principles included in OMB Circular A 87 to verify the reasonable cost of the procurement, and shall contact the State agency supervising the grant program before making any contract award on the basis of non-competitive negotiation.
- Underutilized businesses, including women-owned, and minority-owned enterprises shall be included on bidders' or professional services' lists maintained by the County, and such firm(s) shall be solicited for all competitive negotiations, small purchases, and informal and formal bids when such firms are potential competitive sources for good and services.
- The County shall develop a written scope of work for each service to be awarded on the basis of competitive negotiation, which shall include descriptions of tasks to be completed, project timetables, and outline of fee proposal requirements. The statement of work shall also include a written selection procedure. All competitive negotiations shall be awarded strictly on the basis of written selections procedures, and cost

shall not be the sole or more important factor in selection of services through the use of competitive negotiations.

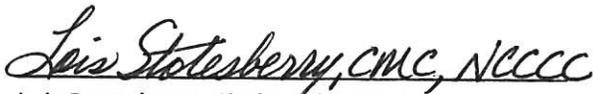
- Prior to any contract award, the County shall verify the contractor's eligibility to participate in a federally-assisted program.
- No consultant or bidder shall assist in the evaluation of proposals or bid packages for contracts in which that consultant or bidder has an indirect or direct interest. The County shall adhere to all applicable Federal and State conflict of interest regulations in making contract awards.
- The County shall request references, or check references, of contractors or firms who are awarded contracts with Federal grant funds, and will request a written warranty for all goods and services provided through small purchases requests.
- The County shall not award any contract for federally-assisted projects on a contingency or cost plus percentage of cost basis.

Adopted this 7th day of May, 2018.



Earl Pugh, Jr., Chairman
Hyde County Board of Commissioners

ATTEST:



Lois Stotesberry, Clerk to the Board



**HYDE COUNTY CDBG DISASTER RECOVERY PROGRAM
EQUAL OPPORTUNITY PLAN**

Equal Housing Opportunity Plan

Civil Rights Act of 1964

The Civil Rights Act of 1964 prohibits all racial discrimination in the sale or rental of property.

The Fair Housing Act

The Fair Housing Act declares a national policy of fair housing throughout the United States, making illegal any discrimination in the sale, lease or rental of housing, or making housing otherwise unavailable, because of race, color, religion, sex, handicap, familial status, or national origin.

Executive Order 12892, Equal Opportunity in Housing

Executive Order 12892, as amended (Leadership and Coordination of Fair Housing in Federal Programs: Affirmatively Furthering Fair Housing), provides that programs and activities relating to housing and urban development (including any Federal agency having regulatory or supervisory authority over financial institutions) shall be administered in a manner to further affirmatively the purposes of the Act and shall cooperate with the Secretary of Housing and Urban Development, who shall be responsible for exercising leadership in furthering the design and delivery of Federal programs and activities.

Hyde County shall eliminate housing discrimination, and achieve diverse, inclusive communities by leading the County in the enforcement, administration, and public understanding of federal fair housing policies and laws. The County shall include the Equal Housing Opportunity logo and/or the phrase affirming Equal Opportunity in Housing on all the CDBG documents intended to be shared with the public.

The County shall post in public buildings and the CDBG project area the Equal Housing Opportunity posters and/or additional information the local government has prepared to inform the community with the Equal Housing Opportunity policies and laws.

Describe specific actions to be taken to contact and develop working relationships with local owners, real estate and civic, charitable or neighborhood organizations in particular, to secure public understanding and responsibilities to exercise Equal Housing Opportunity:

Hyde County has adopted a Fair Housing Policy and will prepare an Assessment of Fair Housing. Planned, quarterly activities include:

- Publish complaint procedure in the newspaper and post at County offices;
- Prepare housing resource manual to include housing assistance and related agencies listing;
- Contact local realtors and provide fair housing materials;
- Update Assessment of Fair Housing (AFH).

Equal Employment Opportunity Plan

Hyde County maintains the policy of providing equal employment opportunities for all persons regardless of race, color, religion, sex, national origin, handicap, age, political affiliation, or any other non-merit factor, except where religion, sex, national origin, or age are *bona fide* occupation qualifications for employment.

In furtherance of this policy, the County prohibits any retaliatory action of any kind taken by any employee of the locality against any other employee or applicant for employment because that person made a charge, testified, assisted or participated in any manner in a hearing, proceeding or investigation of employment discrimination.

The County shall strive for greater utilization of all persons by identifying previously underutilized groups in the workforce, such as minorities, women, and the handicapped, and making special efforts toward their recruitment, selection, development and upward mobility and any other term, condition, or privilege of employment.

Responsibility for implementing equal opportunities and affirmative action measures is hereby assigned to the Assistant County Manager to assist in the implementation of this policy statement.

The County shall develop a self-evaluation mechanism to provide periodic examination and evaluation. Every two years the results of the self-evaluation reporting on the progress of Equal Employment Opportunity and Affirmative Action will be presented to the Chairman of the Board of Commissioners. Records presented to the Chairman of the Board of Commissioners shall be maintained in the files and will be provided to the North Carolina Division of Emergency Management (NCDEM) as needed. The County is committed to this policy and is aware that with its implementation, the County will receive positive benefits through the greater utilization and development of all its human resources.

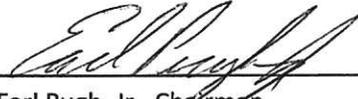
The County shall include the Equal Employment Opportunity logo and/or the phrase affirming Equal Employment Opportunity on all the CDBG documents intended to be shared with the staff and the public.

The County shall obtain commitment from contractors that they will not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, handicap, age, political affiliation, or any other non-merit factor, except where religion, sex, national origin, or age are *bona fide* occupation qualifications for employment. Contractors will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, national origin, handicap, age, political affiliation, or any other non-merit factor, except where religion, sex, national origin, or age are *bona fide* occupation qualifications for employment. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

The County shall obtain commitment from Contractors that will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive considerations for employment without regard to race, color, religion, sex, national origin, handicap, age, political affiliation, or

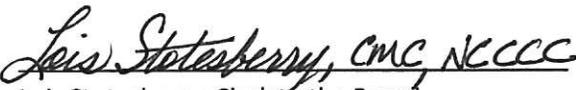
any other non-merit factor, except where religion, sex, national origin, or age are *bona fide* occupation qualifications for employment.

Adopted this 7th day of May, 2018.



Earl Pugh, Jr., Chairman
Hyde County Board of Commissioners

ATTEST:


Lois Stotesberry, Clerk to the Board



HYDE COUNTY CDBG DISASTER RECOVERY PROGRAM
Local Jobs Initiative (Section 3) Plan
Local Economic Benefit for Low- and Very Low-Income Persons
May 7, 2018 – May 6, 2021

I. APPLICATION AND COVERAGE OF POLICY

Hyde County is committed to the policy that, to the greatest extent possible, opportunities for training and employment should be given to lower income residents of the community development project area and contracts for work in connection with federally assisted community development projects should be awarded to business concerns located or owned in substantial part by persons residing in the Section 3 covered area, as required by Section 3 of the Housing and Urban Development Act of 1968. The County has developed and hereby adopts the following Plan.

The County will comply with all applicable provisions of Section 3 of the Housing and Urban Development Act of 1968, as amended (24 CFR Part 135), all regulations issued pursuant thereto by the Secretary of Housing and Urban Development, and all applicable rules and orders of the Department issued thereunder.

This Section 3 covered project area for the purposes of this grant program shall include the County and portions of the immediately adjacent area.

The County will be responsible for implementation and administration of the Section 3 plan. In order to implement the County's policy of encouraging local residents and businesses to participate in undertaking community development activities, the County will follow this Section 3 plan which describes the steps to be taken to provide increased opportunities for local residents and businesses.

This Section 3 Plan shall apply to services needed in connection with the grant including, but not limited to, businesses in the fields of planning, consulting, design, building construction/renovation, maintenance and repair, etc.

When in need of a service, the County will identify suppliers, contractors or subcontractors located in the Section 3 area. Resources for this identification shall include the Minority Business Directory published through the State Department of Commerce, local directories, and Small Business Administration local offices. Word-of-mouth recommendation shall also be used as a source.

The County will include the Section 3 clause and this plan in all contracts executed under this Community Development Block Grant (CDBG) Program. Where necessary, listings from any agency noted above deemed shall be included as well as sources of subcontractors and suppliers. The Section 3 Plan shall be mentioned in the pre-bid meetings and preconstruction meetings.

The prime contractor selected for major public works facility or public construction work will be required to submit a Section 3 Plan which will outline his/her work needs in connection with the project. Should a need exist to hire any additional personnel, the Hyde County Employment Security Commission shall be notified and referred to the contractor.

Each contract for housing rehabilitation under the program, as applicable, for jobs having contracts in excess of \$100,000 shall be required to submit a Section 3 Plan. This Plan will be maintained on file in the grant office and shall be updated from time to time or as the grant staff may deem necessary.

Early in the project, prior to any contracting, major purchases or hiring, the County will develop a listing of jobs, supplies and contracts likely to be utilized during the project. The County will then advertise the pertinent information regarding the project including all Section 3 required information. The County will send the bid information to the Division of Emergency Management (NCDEM) in order for DEM to distribute information through its list-serve notification.

II. AFFIRMATIVE ACTIONS FOR RESIDENT AND BUSINESS PARTICIPATION

The County will take the following steps to assure that low income residents and businesses within the community development project area and within the County are used whenever possible:

- List jobs through the NC Historically Underutilized Business (HUB) office;
- Refer potential employees and businesses to various state and local agencies for development and training assistance;
- Place qualified residents and businesses on solicitation lists;
- Assure that residents and businesses are solicited whenever they are potential sources of contracts, services, or supplies.

The County will place a display advertisement in the local newspaper containing the following information:

- i. A brief description of the project
- ii. A listing of jobs, contracts and supplies likely to be utilized in carrying out the project.
- iii. An acknowledgement that under Section 3 of Housing and Community Development Act, local residents and businesses will be utilized for jobs, contract and supplies in carrying out the project to the greatest extent feasible.
- iv. A location where individuals interested in jobs or contracts can register for consideration
- v. A statement that all jobs will be listed through and hiring will be done through the local office of the North Carolina Employment Security Commission; a statement that all contracts will be listed with the North Carolina Division of Purchase and Contracts; and a statement that potential employees and businesses may seek development and training assistance through various state and local agencies, or which the County will maintain a list for individuals and business concerns inquiring information

Low income residents and businesses will be informed and educated regarding employment and procurement opportunities in the following ways:

- i. Advertisement in the local newspaper
- ii. Posting of Section 3 Plan at the Hyde County Government Center Building
- iii. County Board meetings when project activities and schedules are discussed
- iv. Notification to other agencies that provide services to low-income people.

The County will, to the greatest extent feasible, utilize lower income area residents as trainees and employees:

1. Encourage rehabilitation contractors to hire local area residents;
2. Encourage public works contractors to hire local area residents.

The County will, to the greatest extent feasible, utilize businesses located in or owned in substantial part by persons residing in the area, and will:

1. Contract with local contractors to perform demolition activities, and housing rehabilitation activities.
2. Encourage public improvement contractors to hire local residents for site clearance work, hauling materials, and performing other site improvements.
3. Encourage all contractors to purchase supplies and materials from the local hardware and supply stores.

III. RECORDS AND REPORTS

The County will maintain such records and accounts and furnish such information and reports as are required under the Section 3 regulations, and permit authorized representatives of DEM, and federal agencies access to books, records, and premises for purposes of investigation in connection with a grievance or to ascertain compliance with this Section 3 Plan.

The County shall report annually the Section 3 numbers using the form HUD 60002 to DEM at the end of the calendar year as part of the Annual Performance Report (APR).

IV. MONITORING COMPLIANCE

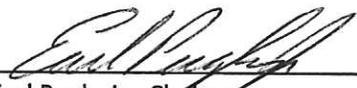
The County may require each applicable contractor to provide a copy of the Section 3 Plan and will monitor compliance during the performance of the contract. Copies of all advertisements, notice, and published information will be kept to document the implementation of the plan.

V. COMPLAINTS CONTACT

Please provide the main contact in case that any complaint is received from the general public on Section 3 compliance (including name, phone number, address, and email):

Kris Cahoon Noble
Hyde County Government Center
30 Oyster Creek Road
PO Box 188
Swan Quarter, NC 27885
(252) 926-4180
knoble@hydecountync.gov

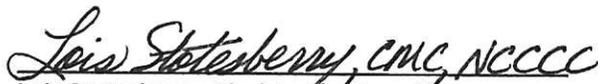
Adopted this 7th day of May, 2018.



Earl Pugh, Jr., Chairman
Hyde County Board of Commissioners



ATTEST:


Lois Stotesberry, Clerk to the Board

HYDE COUNTY CDBG DISASTER RECOVERY PROGRAM
Residential Anti-displacement and Relocation Assistance Plan
May 7, 2018 to May 6, 2021

This Residential Antidisplacement and Relocation Assistance Plan is prepared by Wilson County, North Carolina, in accordance with the Housing and Community Development Act of 1974, as amended; and HUD regulations at 24 CFR 42.325 and is applicable to CDBG¹ projects.

Minimize Displacement

Consistent with the goals and objectives of activities assisted under the Act, Hyde County will take the following steps to minimize the direct and indirect displacement of persons from their homes:

- Coordinate code enforcement with rehabilitation and housing assistance programs.
- Arrange for facilities to house persons who must be relocated temporarily during rehabilitation.
- Where feasible, give priority to rehabilitation of housing, as opposed to demolition, to avoid displacement.
- If feasible, demolish or convert only dwelling units that are not occupied or vacant occupiable dwelling units (especially those units which are "lower-income dwelling units" (as defined in 24 CFR 42.305).
- Target only those properties deemed essential to the need or success of the project.
- Attempt to locate comparable replacement housing in or near the neighborhood where demolition activities occur to further minimize neighborhood disruption caused by the clearance activities.
- Avoid demolition of occupied severely deteriorated residential structures where possible through substantial rehabilitation as opposed to clearance.
- Rehabilitate vacant, occupiable residential structures in CDBG programs as affordable housing for displaced tenants to minimize neighborhood disruption caused by clearance activities.

A. Relocation Assistance to Displaced Persons

The County will provide relocation assistance for lower-income tenants who, in connection with an activity assisted under the CDBG Program[s], move permanently or move personal property from real property as a direct result of the demolition of any dwelling unit or the conversion of a lower-income dwelling unit in accordance with the requirements of 24 CFR 42.350. A displaced person who is not a lower-income tenant, will be provided relocation assistance in accordance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR Part 24.

¹ CDBG programs include: Entitlement Community Development Block Grant (CDBG) Program, State CDBG Program, CDBG Small Cities Program, Section 108 Loan Guarantee Program, CDBG Special Purpose Grants Program, and the Neighborhood Stabilization Program (NSP).

B. One-for-One Replacement of Lower-Income Dwelling Units

The County will replace all occupied and vacant occupiable lower-income dwelling units demolished or converted to a use other than lower-income housing in connection with a project assisted with funds provided under the CDBG Program[s] in accordance with 24 CFR 42.375.

Before entering into a contract committing Hyde County to provide funds for a project that will directly result in demolition or conversion of lower-income dwelling units, the County will make public by publishing notice in The Washington Daily News newspaper, and submit to State CDBG Program(s) North Carolina Division of Emergency Management (NCDEM) the following information in writing:

1. A description of the proposed assisted project;
2. The address, number of bedrooms, and location on a map of lower-income dwelling units that will be demolished or converted to a use other than as lower-income dwelling units as a result of an assisted project;
3. A time schedule for the commencement and completion of the demolition or conversion;
4. To the extent known, the address, number of lower-income dwelling units by size (number of bedrooms) and location on a map of the replacement lower-income housing that has been or will be provided. *NOTE: See C, below.*
5. The source of funding and a time schedule for the provision of the replacement dwelling units;
6. The basis for concluding that each replacement dwelling unit will remain a lower-income dwelling unit for at least 10 years from the date of initial occupancy; and
7. Information demonstrating that any proposed replacement of lower-income dwelling units with smaller dwelling units (e.g., a 2-bedroom unit with two 1-bedroom units), or any proposed replacement of efficiency or single-room occupancy (SRO) units with units of a different size, is appropriate and consistent with the housing needs and priorities identified in the HUD-approved Consolidated Plan and 24 CFR 42.375(b).

To the extent that the specific location of the replacement dwelling units and other data in items 4 through 7 are not available at the time of the general submission, the County will identify the general location of such dwelling units on a map and complete the disclosure and submission requirements as soon as the specific data is available.

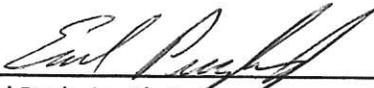
C. Replacement not Required Based on Unit Availability

Under 24 CFR 42.375(d), the County may submit a request to the State (NCDEM) for a determination that the one-for-one replacement requirement does not apply based on objective data that there is an adequate supply of vacant lower-income dwelling units in standard condition available on a non-discriminatory basis within the area.

D. Contacts

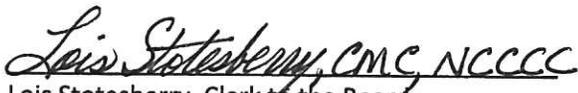
The Assistant County Manager's Office, at (252) 926-4180, is responsible for tracking the replacement of lower income dwelling units and ensuring that they are provided within the required period. The County Manager's Office, at (252) 926-4180, is responsible for ensuring that relocation payments and other relocation assistance to any lower-income person displaced by the demolition of any dwelling unit or the conversion of lower-income dwelling units to another use are provided.

Adopted this 7th day of May, 2018.



Earl Pugh, Jr., Chairman
Hyde County Board of Commissioners

ATTEST:


Lois Stotesberry, Clerk to the Board



HYDE COUNTY CDBG DISASTER RECOVERY PROGRAM
Fair Housing Policy

WHEREAS, Hyde County desires that the citizens of the County be afforded the opportunity to attain the national objective of a decent, safe and sound living environment; and

WHEREAS, Hyde County deplores discrimination in the provision of housing on the basis of race, religion, color, creed, sex, national origin, young children in a family, or handicapping conditions; and

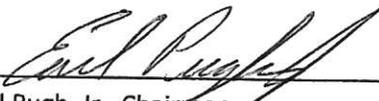
WHEREAS, Hyde County desires that every citizen be afforded the opportunity to select a home of his or her choice; and

WHEREAS, Hyde County wishes to ensure that programs and activities undertaken by the County relating to housing and urban development be administered in a manner to affirmatively further fair housing as required by Title VIII of the Civil Rights Act of 1968, as amended; 24 CFR 107, Nondiscrimination and Equal Opportunity in Housing under Executive Order 11063; and the North Carolina State Fair Housing Act, NCGS, Chapter 41A;

NOW, THEREFORE, to accomplish the above, Hyde County does adopt the following procedures for receiving and resolving housing discrimination complaints:

1. Any person or persons wishing to file a complaint of housing discrimination in Hyde County may do so by informing the Assistant County Manager at (252) 926-4180, or NC Human Relations Commission (919) 733-7996, TDD# (919) 733-7996 (or Relay North Carolina TT# 1-800-735-2962) of the facts and circumstances of the alleged discriminatory act or practice;
2. Upon receiving a housing discrimination complaint, the Assistant County Manager shall inform the North Carolina Human Relations Commission about the complaint within ten (10) calendar days. The County shall then assist the Commission and the complainant in filing an official written housing discrimination complaint with the Commission, pursuant to the State Fair Housing Act and Title VIII.
3. Hyde County shall offer assistance to the Commission in the investigation and conciliation of all housing discrimination complaints which are based upon events occurring in the County.
4. The Assistant County Manager shall publicize within the County that she is the local official to contact with housing discrimination complaints.

Adopted this 7th day of May, 2018.



Earl Pugh, Jr., Chairman
Hyde County Board of Commissioners



ATTEST:


Lois Stotesberry, Clerk to the Board

HYDE COUNTY CDBG DISASTER RECOVERY PROGRAM
Excessive Force Policy (May 7, 2018 to May 6, 2021)

Hyde County hereby adopts an Excessive Force Policy that is in accordance with the applicable State of North Carolina and Federal Regulations, i.e., Section 519 of Public Law 101-144, (1990 HUD Appropriations Act) requiring units of government receiving CDBG funds to adopt and enforce Excessive Force Provision. The County, as the recipient of Federal and/or State CDBG Grant Funds, acknowledges its responsibility to and will adhere to the aforesaid NC State and Federal Excessive Force Regulations.

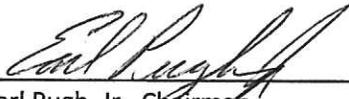
The use of excessive force is any degree of physical action beyond mere restraint. The use of physical force shall be restricted to the amount of force which is reasonable and apparently necessary to effect a lawful arrest or in defense of self or others.

Striking or any form of restraint in which injury occurs shall be considered use of force. Additionally, the pointing of any firearm directly at any person shall be deemed use of force.

Mere restraint is defined as physically overpowering without striking or using weapons. Scuffling, holding, tackling, etc., may or may not be mere restraint, depending upon the circumstances. Whenever doubt exists as to whether the level of restraint used constitutes use of force, the immediate supervisor will be notified of the incident and will make a determination.

More particularly, the County adopts and will enforce a policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any and all individuals engaged in non-violent civil rights demonstrations, and is adopting and will enforce a policy of enforcing applicable state and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstration within Hyde County.

Adopted this 7th day of May, 2018.



Earl Pugh, Jr., Chairman
Hyde County Board of Commissioners

ATTEST:


Lois Stotesberry, Clerk to the Board



HYDE COUNTY CDBG DISASTER RECOVERY PROGRAM
Designation of Labor Standards Enforcement Officer

To ensure that all construction activities included in the Hyde County's CDBG Disaster Recovery (CDBG-DR) Program are completed with due attention to all federal labor standards regulations, Hyde County hereby designates Chris Hilbert, Project Manager with Holland Consulting Planners, Inc., as Labor Standards Enforcement Officer for its CDBG Disaster Recovery Program.

Adopted this 7th day of May, 2018.



Earl Pugh, Jr., Chairman
Hyde County Board of Commissioners

ATTEST:

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





**Proclamation 2018
EMS Week**

To Designate the Week of May 20-26, 2018 as Emergency Medical Services Week

WHEREAS, emergency medical services is a vital public service; and

WHEREAS, the members of emergency medical service teams are ready to provide lifesaving care to those in need 24 hours a day, seven days a week; and

WHEREAS, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

WHEREAS, the emergency medical services system consists of first responders, emergency medical technicians, paramedics, firefighters, educators, administrators, emergency nurses, emergency physicians, and others; and

WHEREAS, the members of the emergency medical service teams, whether career or volunteer, engage in thousands of hours of specialized training and continuing education to enhance their lifesaving skills; and

WHEREAS, it is appropriate to recognize the value and the accomplishments of emergency medical services providers by designating Emergency Medical Services Week;

NOW, THEREFORE, the Hyde County Board of Commissioners, in recognition of this event, does hereby proclaim the week of May 20-26, 2018 as

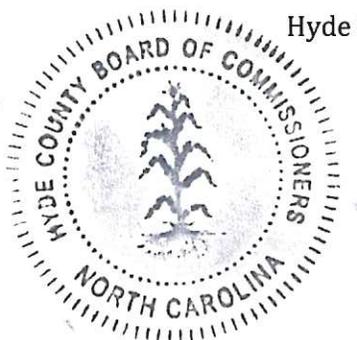
EMERGENCY MEDICAL SERVICES WEEK

With the theme, **EMS Strong : "Stronger Together"**, the Hyde County Board of Commissioners encourage the community to observe this week with appropriate programs, ceremonies, and activities.

This the 7th day of May, 2018.

ATTEST:


Lois Stotesberry, CMC, NCCCC
Hyde County Board of Commissioners




Earl Pugh, Jr., Chairman
Hyde County Board of Commissioners

**Vulnerable Adult and Elder Abuse
Awareness Months Proclamation**

2018

WHEREAS, North Carolina joins the world in recognizing World Elder Abuse Awareness Day every June 15; and

WHEREAS, protecting North Carolina's vulnerable and older adults is a community responsibility, and all citizens are charged under state law to report suspected abuse, neglect, or exploitation to their local County Department of Social Services; and

WHEREAS, North Carolina's vulnerable and older adults of all social, economic, racial, and ethnic backgrounds may be targets of abuse, neglect, or exploitation which can occur in families, long-term care settings, and communities; and

WHEREAS, in state Fiscal Year 2017, there were 27,483 reports of abuse, neglect, or exploitation of vulnerable and older adults made to North Carolina's 100 County Departments of Social Services; and

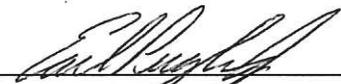
WHEREAS, national and international research shows that abuse, neglect, and exploitation of vulnerable and older adults is grossly underreported; and

WHEREAS, the State of North Carolina enacted the nation's first elder abuse law, and recognizes the need for a comprehensive system of protection for vulnerable and older adults; and

WHEREAS, Mother's and Father's Days are national holidays intended to honor, respect, and promote the dignity and well-being of our older citizens;

NOW, THEREFORE, The Hyde County Board of Commissioners does hereby proclaim Mother's Day through Father's Day, May 13 – June 17, 2018, as "**VULNERABLE ADULT AND ELDER ABUSE AWARENESS MONTHS**" in Hyde County, and commend observance to all citizens.

ADOPTED this the 7th day of May, 2018.



Earl Pugh, Jr., Chairman
Hyde County Board of Commissioners

ATTEST:



Lois Stotesberry, CMC NCCCC
Clerk, Hyde County Board of Commissioners





Older Americans Month 2018 A PROCLAMATION

Whereas, the Hyde County Board of Commissioners recognizes there are countless older Americans who enrich and strengthen our community; and

Whereas, the Hyde County Board of Commissioners is committed to engaging and supporting older adults, their families, and caregivers; and

Whereas, we acknowledge the importance of taking part in activities that promote physical, mental, and emotional well-being—no matter your age; and

Whereas, the Hyde County Board of Commissioners can enrich the lives of individuals of every age by:

- promoting home- and community-based services that support independent living;
- involving older adults in community planning, events, and other activities; and
- providing opportunities for older adults to work, volunteer, learn, lead, and mentor.

Now therefore, the Board of Commissioners of Hyde County North Carolina does hereby proclaim May 2018 to be Older Americans Month. The Hyde County Board of Commissioners urges every resident to take time during this month to recognize older adults and the people who serve them as vital parts of our community.

Dated this 7th day of May, 2018.



Earl Pugh, Jr., Chairman
Hyde County Board of Commissioners



Lois Stotesberry, CMC, NCCCC
Hyde County Board of Commissioners



COUNTY OF HYDE

Board of Commissioners

Earl Pugh, Jr., Chair
Barry Swindell, Vice-Chair
Benjamin Simmons, III
Thomas Pahl
Dick Tunnell

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

Bill Rich
County Manager

Franz Holscher
County Attorney

Lois Stotesberry, CMC, NCCCC
Clerk to the Board



RESOLUTION OPPOSING THE REDUCTION IN THE NUMBER OF JUDGES IN THE SECOND JUDICIAL DISTRICT

WHEREAS, on January 11th, 2018, the Joint Select Committee on Judicial Reform and Redistricting was established to study judicial reform proposals by the President Pro Tempore of the Senate and the Speaker of the House of Representatives pursuant to G.S. 120-19.6(a1), Rule 31 of the Rules of the Senate of the 2017 General Assembly, and Rule 26(A) of the Rules of the House of Representative of the 2017 General Assembly; and

WHEREAS, the Committee has proposed three different plans to redistrict the judiciary; and

WHEREAS, the proposed Plan A would keep four judges in the Second Judicial District, and proposed Plans B and C would reduce the number of judges in the Second Judicial District from four to three; and

WHEREAS, the Second Judicial District is comprised of the following five counties: Beaufort, Martin, Washington, Tyrrell and Hyde; and

WHEREAS, the geographical area of the Second Judicial District is the largest in the State of North Carolina covering over 3,900 square miles; and

WHEREAS, judges are already required to travel between 28 to 79 miles one way, to get to the various courthouses within the Second Judicial District; and

WHEREAS, the Second Judicial District has had four judges since 2001, and the number of felonies and traffic matters has steadily increased and doubled over the past seventeen years; and

WHEREAS, the swiftly developing Opioid Crisis has further contributed to a shocking increase in the number of criminal cases being dealt with in the Second Judicial District; and

WHEREAS, the indirect and tragic impacts of the Opioid Crisis upon the children and families within the affected communities has even further contributed to an equally shocking increase in the number of abuse, neglect and dependency cases requiring additional judicial time to be spent both in and out of the courtroom by judges within the Second Judicial District; and

WHEREAS, the Juvenile Justice Reinvestment Act will go into effect December 1, 2019, and requires the Second Judicial District to add court sessions to accommodate the increased number of juvenile cases to be dealt with as a result; and,

WHEREAS, any reduction in the number of judges in the Second Judicial District will immediately cause a reduction in the number of court sessions and result in crowded courtrooms, longer court days, case delays, and will negatively impact the clerks, bailiffs, law enforcement, attorneys, judges, and most importantly the general public served by our court system; and

WHEREAS, we conclude it is not in the best interest of our citizens or the Second Judicial District to lose any of the four judge positions that have been assigned to that district for almost two decades, due to the immediate and significant detrimental impact such loss would have upon our citizen's access to justice in a prompt and effective manner; and

NOW THEREFORE, THE HYDE COUNTY BOARD OF COMMISSIONERS HEREBY RESOLVES AS FOLLOWS:

1. That this resolution in opposition to any reduction in the number of judges in the Second Judicial District is adopted, and that it be transmitted to the North Carolina General Assembly through the duly elected members of that body representing those counties within the Second Judicial District in order to respectfully request that the number of judges in the Second Judicial District not be reduced for the reasons stated herein.

ADOPTED this the 7th day of May, 2018.



Earl Pugh, Jr., Chairman
Hyde County Board of Commissioners

ATTEST:



Lois Stotesberry, CMC, NCCCC
Clerk, Hyde County Board of Commissioners



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COUNTY OF HYDE

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Bill Rich
County Manager

Franz Holscher
County Attorney

Lois Stotesberry, CMC, NCCCC
Clerk to the Board



**Reimbursement Resolution for Ocracoke EMS Project --
Authorizing the County to reimburse itself for early Project
expenditures from later financing proceeds**

WHEREAS --

Hyde County intends to undertake a Project (as described below), use its own funds to pay initial Project costs, and then reimburse itself from financing proceeds for these early expenditures. The Finance Officer has advised the Board that it should adopt this resolution to document the County's plans for reimbursement, in order to comply with certain federal tax rules relating to reimbursement from financing proceeds.

BE IT RESOLVED by the Board of Commissioners of Hyde County, North Carolina, as follows:

1. The Project is for a new EMS station on Ocracoke Island.
2. The County intends to advance funds for initial Project costs, and then reimburse itself from financing proceeds. The expected type of financing for the Project is installment financing under Section 160A-20. The amount that the County expects to expend before the loan closing, and for which the County expects to seek reimbursement, is approximately \$350,000.
3. Funds for the early Project expenditures will come from the County's General Fund.
4. The County intends for the adoption of this resolution to be a declaration of its official intent to reimburse itself from financing proceeds for Project cost expenditures.

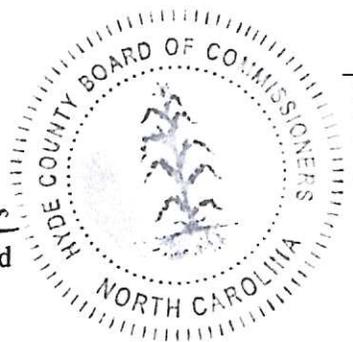
I certify as follows: that the foregoing resolution was properly adopted at a meeting of the Board of Commissioners of Hyde County, North Carolina; that this meeting was properly called and held on May 7, 2018; that a quorum was present and acting throughout this meeting; and that this resolution has not been modified or amended, and remains in full effect as of today.

Dated this 7th day of May, 2018.

[SEAL]

ATTEST:

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



Earl Pugh, Jr.
Earl Pugh, Jr., Chairman
Hyde County Board of Commissioners