

Special Meeting Minutes

Board of County Commissioners Hyde County

Monday, September 17, 2018

Chairman Earl Pugh, Jr. called the Special Meeting of the Hyde County Board of Commissioners to order at 5:00p.m., on Monday, September 17, 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.; Commissioners Tom Pahl, and Dick Tunnell; County Manager Kris Cahoon Noble; Clerk to the Board Lois Stotesberry; IT Director Donnie Shumate and members of the public.

Vice-chairman Barry Swindell, Commissioner Ben Simmons and Attorney Franz Holscher were absent.

Members of the public were present on Ocracoke. Teresa Adams ran the electronic conferencing equipment.

Consideration of Agenda:

Commissioner Tunnell moved to approve the Monday, September 17, 2018 Board of Commissioners Special Meeting Agenda as presented by the Clerk. Commissioner Pahl seconded the motion. The motion passed on the following vote: Ayes – Pugh, Tunnell, and Pahl; Nays – None; Absent or not voting – Simmons, Swindell.

Public Hearing to Apply for CDBG-Infrastructure Funds:

Commissioner Dick Tunnell moved to open public hearing on application for CDBG-Infrastructure Grant funds to extend the Engelhard Sanitary District Force Main. Commissioner Pahl seconded the motion. The motion passed on the following vote: Ayes – Pugh, Tunnell, and Pahl; Nays – None; Absent or not voting – Simmons, Swindell.

Kris Noble, County Manager, reported this public hearing will provide an explanation and description of the 2018 (Fiscal Year) North Carolina Department of Environmental Quality (DEQ) Community Development Block – Infrastructure Grant (CDBG-I).

We are present to discuss the purpose of the public hearing for the Hyde County's CDBG-I funding application. The purpose of the public hearing is to obtain citizen's views and to allow response from the public to funding proposals and answer any questions posed by citizens. This public hearing will cover the County's community development needs, development of the proposed activities, and a review of program compliance before the submission of the County's CDBG-I funding application to the state of the North Carolina.

The County proposes to request funding from NCDEQ'S CDBG-I program for Engelhard Sanitary District Force Main Extension. The purpose of the CDBG-I grant program is:

To improve the quality of life for low to moderate income people by providing a safe, clean environment and clean drinking water through water and sewer infrastructure improvements and extensions of service.

- To benefit a residential area where at least 51% of the beneficiaries are low to moderate income as defined by the United States Department of Housing and Urban Development.
- To perform eligible activities.
- To minimize displacement, and
- Provide displacement assistance as necessary.

For the fiscal year of 2018 the CDBG-I funding available is expected to be \$21.725 Million. The maximum available grant is \$2.0 million over a 3-year period. Applications for funding will be received September 28, 2018.

The CDBG program is able to fund a wide variety of community development activities. The State of North Carolina has chosen to fund two activities: water and sewer infrastructure, and economic development projects that lead to job creation or retention. The infrastructure program, or CDBG-I

program can fund a range of water and sewer infrastructure activities, including, but not limited to the, following:

Water:

- Projects that resolve water loss in distribution systems.
- Projects that extend public water to areas with contaminated wells.
- Projects that extend water lines to areas with dry wells.
- Projects that assist with low water pressure in public water systems.
- Projects that regionalize two or more water systems.
- Project that rehabilitate or replace a water treatment plant.

Wastewater:

- Projects that resolve inflow and infiltration to collection systems and surcharges from pumps stations and manholes.
- Projects that extent public sewer to areas with failed septic tanks.
- Projects that rehabilitate a wastewater treatment plant to allow for greater efficiency/compliance with regulations.

Hyde County is seeking an amount in CDBG-I funds not to exceed \$1,305,445 for Engelhard Sanitary District force Main Extension. The purpose of the County's request is to extend sanitary sewer force main approximately 3500 l.f. to serve approximately 64 households in the Hycienda Heights, Engelhard area.

The project proposed by Hyde County was identified in Capital Improvement Plan/Asset Management Plan 2010. Informal community meetings were held in the project area to inform citizens of the potential project, and get feedback from the residents.

A total of 100% of the CDBG- I funding will be used to benefit at least 51% Low to Moderate Income (LMI) people. The project area in the Hyde County, FY 2018 Engelhard Sanitary District Force Main Extension has been determined to have a low-moderate income household percentage of approximately 96%, as indicated by income surveys of the area. The project area includes the Hycienda Heights community and portions of US Highway 264.

The range of activities covered by the CDBG-I funds for the FY2018 Engelhard Sanitary District Force Main Extension project includes:

- Construction.
- Environmental Review
- Engineering Design
- Construction Administration and observation.
- Legal activities.
- Surveying.
- Grant Administration.

If Hyde County is awarded a CDBG-I grant, the County is required to adhere to federal procurement requirements and other federal regulations which include:

- American with Disabilities Act/Section 504 Survey
- Davis-Bacon & Related Labor Acts
- Adoption/Submittal of a Citizen's Participation Plan
- Adoption/Submittal of an Equal Opportunity Plan
- Adoption/Submittal of a Fair Housing Plan
- Adoption/Submittal of a Language Access Plan
- Adoption/Submittal of a Relocation Assistance Plan
- Adoption/Submittal of a Section 3 Plan
- Excess Force Provision

The State of North Carolina requires that if Hyde County receives CDBG grant funding that the County will certify that they will comply with the requirements of the general displacement and relocation policy for CDBG grant funding. This policy assists low to moderate income people with costs associated with

relocation or displacement, should such relocation become necessary due to the project activities. CDBG funds can be used for those costs, if necessary. If no displacement and relocation will occur as a result of the proposed CDBG grant activity, then Hyde County confirms that during this public hearing. (No displacement and/or relocation is anticipated for this project.)

In the past, the County has applied for and received for the following completed CDBG project:

- List Name of Projects and Outcomes/outputs of the projects:
FY 2007 Scattered Site Program
FY2007 Small Business Entrepreneurial Program
FY2009 Community Revitalization Program
FY 2009 Small Business Entrepreneurial Program
FY 2009 Recovery Program
FY2010 Scattered Site Program
FY2010 Contingency Infrastructure Program

The County will submit its CDBG-I application for the FY2018 Engelhard Sanitary District Force Main Extension on September 28th, 2018. The CDBG-I application will be available for review during normal business hours at the Hyde County Planning and Economic Development Office, Hyde County Government Center, 30 Oyster Creek Road, Swan Quarter, NC. Additional information is available from Kris Noble, County Manager, at 252-926-4180, or at the Hyde County Government Center, 30 Oyster Creek Road, Swan Quarter, NC. Should you have any complaints or grievances regarding the subject public hearing, they should be addressed to the addressee mentioned above within 10 business days and a written response to the written complaints and/or grievances will be sent by the County within 10 business days, where practicable.

Manager Noble opened the floor for comments and questions about the CDBG program, and about the proposed project.

Hearing no comment from the public, Commissioner Tunnell moved to close public hearing on the application for CDBG-Infrastructure Grant funds. Tom Pahl seconded the motion. The motion passed on the following vote: Ayes – Pugh, Tunnell, and Pahl; Nays – None; Absent or not voting – Simmons, Swindell.

Adjourn

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

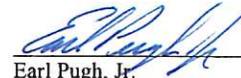
The meeting adjourned at 5:18 p.m.

Respectfully submitted:

Minutes approved on the 17th day of September, 2018.

Attest:


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


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



Amended
Special Meeting Minutes

**Board of County Commissioners
Hyde County**

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Commissioner Pahl moved to approve the Monday, September 17, 2018 Special Meeting Minutes. Commissioner Tunnell seconded the motion. The motion passed on the following vote: Ayes – Pugh, Tunnell, and Pahl; Nays – None; Absent or not voting – Simmons, Swindell.

Amended 09-17-2018 ES
Award of Contract for Grant Preparation

Kris Noble, County Manager, reported Hyde County advertised a request for proposals for grant preparation services for the CDBG Infrastructure Grant which will extend sanitary service provided by the Engelhard Sanitary west of its current line and into Hycienda Heights subdivision. Three proposals were submitted and ranked by staff and a member of the Engelhard Sanitary District. Stroud Engineering had the highest score and is the recommended firm to award the contract.

Commissioner Pahl moved to award Contract for Grant Preparation Services for CDBG-Infrastructure Grant to Stroud Engineering. Commissioner Tunnell seconded the motion. The motion passed on the following vote: Ayes – Pugh, Tunnell, and Pahl; Nays – None; Absent or not voting – Simmons, Swindell.

Adjourn

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

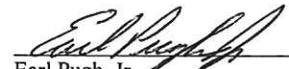
The meeting adjourned at 5:18 p.m.

Respectfully submitted:

Minutes approved on the 1st day of October, 2018.

Attest:


Lois Stotesberry, CMC, NCC/CC
Clerk, Hyde County Board of Commissioners


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

