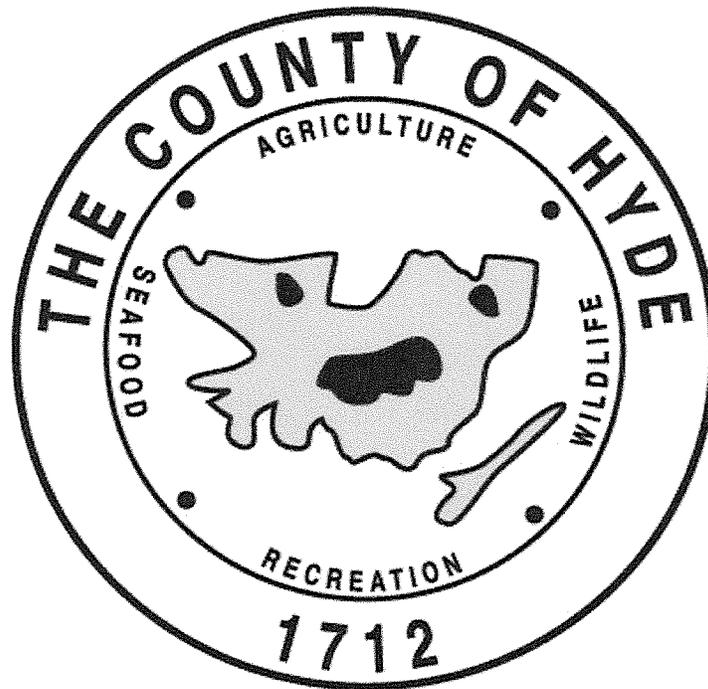


**HYDE COUNTY BOARD OF COMMISSIONERS
MEETING PACKET**

April 1, 2013



Hyde County Courthouse Multi-purpose Room

30 Oyster Creek Road, Swan Quarter, NC

and

Ocracoke School Commons Area

120 School House Road, Ocracoke, NC

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

Meeting Date: April 1, 2013
Presenter: Chairman Barry Swindell
Attachment: No

ITEM TITLE: OPENING

SUMMARY: Call to Order
Opening Prayer
Pledge of Allegiance

Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: April 1, 2013
Presenter: Chairman Barry Swindell
Attachment: Yes

ITEM TITLE: CONSIDERATION OF AGENDA

SUMMARY: Attached is the proposed Agenda for the April 1, 2013, Regular Meeting of the Hyde County Board of Commissioners.

RECOMMEND: Review, Amend and Approve.

Motion Made By: Barry Swindell
 Dick Tunnell
 Anson Byrd
 John Fletcher
 Earl Pugh, Jr.

Motion Seconded By: Barry Swindell
 Dick Tunnell
 Anson Byrd
 John Fletcher
 Earl Pugh, Jr.

Vote: Barry Swindell
 Dick Tunnell
 Anson Byrd
 John Fletcher
 Earl Pugh, Jr.

AGENDA

HYDE COUNTY BOARD OF COMMISSIONERS' MEETING

MONDAY, APRIL 1, 2013 - 6 PM

CALL TO ORDER

OPENING

CONSIDERATION OF AGENDA

CONSIDERATION OF MINUTES

- 1) March 4, 2013 – Regular Meeting Minutes

PUBLIC HEARINGS (none)

PUBLIC COMMENTS

Public Comments are a time for the public to make comments to the County Commissioners. Comments should be kept to three (3) minutes or less and comments should be directed to the entire Board and not to individual members, the staff or to other members of the public. Comments requesting assistance will typically be referred to the County Manager for follow-up or for Board action at a future meeting.

ITEMS OF CONSIDERATION

1) Resolutions

- a. Resolution Urging Members of the NC General Assembly and Governor McCrory Concerning the Appointment of Board Members to the LME Board Chrm. Swindell
- b. Resolution Supporting H.R. 819 Preserving Access To the Cape Hatteras National Seashore Recreational Area Act Chrm. Swindell
- c. Resolution to Request Legislation To Exempt Certain Records of The Sheriff's Office From The Public Records Act Chrm. Swindell
- d. Resolutioin Supporting Continued Funding for Museum of The Albemarle Chrm. Swindell
- e. Resolution – Letter of Support for Continued Funding From North Carolina for Partnership For The Sounds Chrm. Swindell

2) Appointment

- a. Mainland Occupancy Tax Board Chrm. Swindell
- b. Swan Quarter Sanitary District Board Commissioner Tunnell
- c. Revolving Loan Fund Committee Chrm. Swindell

3) Proclamations

- a. Week of the Young Child, April 14-20, 2013 Lisa Woolard
- b. Child Abuse Prevention Month – April 2013..... Wesley Smith
- c. Public Health Month – April 2013 Wesley Smith

- 4) Lamm Engineering – Public Safety Center and Government Center
Renovations Andy Lamm & Robin Jensen

- 5) NC DOT Utility Relocation Agreement (SR 1305) Clint Berry

- 6) Update – Ocracoke Convenience Site (chipper) Clint Berry

- 7) Facility Fee Schedule – Primary Care Services Through Telemedicine Wesley Smith

- 8) Ocracoke Occupancy Tax Board Request for Advertising Manager Rich

- 9) Revolving Loan Fund Request Kris Noble

- 10) Unmanned Air Vehicle Teaming Agreement Kris Noble

- 11) Voice and Data Network Upgrades for Hyde County Manager Rich

- 12) Approval of Amended “Rules of Procedures for the
Hyde County Board of Commissioners” Manager Rich

- 13) Renewal of Compensation Agreements for Emergency Use of Non-County
Owned Facilities Justin Gibbs

BUDGET MATTERS

1) Administrative Transfers (none)

2) Board Approval Required

- a) Airport Corrinne Gibbs
- b) Administration Corrinne Gibbs
- c) Ocracoke Occupancy Tax Board Manager Rich
- d) Hyde Soil & Water Debbie Cahoon
- e) Extension – 4-H SHIIP Grant Connie Burleson
- f) Social Services Gloria Spencer
- g) Health Department (36 – 45) Wesley Smith
- h) Emergency Management Justin Gibbs
- i) Utilities Clint Berry
- j) Solid Waste Clint Berry
- k) Sheriff’s Department David Mason

MANAGEMENT REPORTS

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

PUBLIC COMMENTS

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

CLOSED SESSION (discussion and possible action if required)

ADJOURN

SUPPLEMENTAL INFORMATION

Department Reports

- 1) Tax Department (Chairman's signature required)
- 2) Mattamuskeet Senior Center
- 3) Code Enforcement/Inspections
- 4) Health Department
- 5) Animal Control

Informational Items

- 1) **Letter to Governor McCrory** – Resolution to Preserve and Defend The Constitution of The United States and The State of North Carolina
- 2) **Perquimans County** – Resolution to Request Legislation to Exempt Certain Records of The Sheriff's Office From The Public Records Act
- 3) **Bertie County** – Resolution to Support The Second Amendment Right of The People to Keep and Bear Arms and to Request Legislation to Exempt Certain Records of the Sheriff's Office From the Public Records Act
- 4) **ECBH** – Resolution Concerning the Appointment of Board Members To The LME Board
- 5) **Northampton County** – Resolution Concerning the Appointment of Board Members To The LME Board
- 6) **Chowan County** – Resolution Concerning the Appointment of Board Members To The LME Board
- 7) **Dare County** – Resolution Concerning the Appointment of Board Members To The LME Board
- 8) **Perquimans County** – Resolution Concerning the Appointment of Board Members To The LME Board

- 9) **Currituck County** – Resolution Supporting Continued Funding for Museum of The Albemarle
- 10) **Perquimans County** – Resolution Supporting Continued Funding for Museum of The Albemarle
- 11) **Tyrrell County** – Resolution for Continued Funding for the Museum of the Albemarle
- 12) **Tyrrell County** – Resolution Opposing the Disposal of Fracking Waste In Eastern North Carolina
- 13) **Tyrrell County** – Resolution Supporting Wind Energy Development
- 14) **Dare County** – Resolution Supporting H.R. 819 Preserving Acces to The Cape Hatteras National Seashore Recerational Area Act

Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: April 1, 2013
Presenter: Clerk Lois Stotesberry
Attachment: Yes

ITEM TITLE: CONSIDERATION OF MINUTES

SUMMARY: Attached are the March 4, 2013 Regular Meeting Minutes of the Hyde County Board of Commissioners.

RECOMMEND: Review, Amend and Approve.

Motion Made By: Barry Swindell
 Dick Tunnell
 Anson Byrd
 John Fletcher
 Earl Pugh, Jr.

Motion Seconded By: Barry Swindell
 Dick Tunnell
 Anson Byrd
 John Fletcher
 Earl Pugh, Jr.

Vote: Barry Swindell
 Dick Tunnell
 Anson Byrd
 John Fletcher
 Earl Pugh, Jr.

1 **Meeting Minutes**

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

4
5 **Monday, March 4, 2013**

6 Chairman Barry Swindell called the Regular Meeting of the Hyde County Board of Commissioners
7 to order at 6:00 p.m. on Monday, March 4, 2013 in the Hyde County Government Center, Multi-
8 Use Room, and the Ocracoke School Commons Room using electronic conferencing equipment.

9 The following members were present on the mainland: Commissioners Anson Byrd, John Fletcher,
10 Earl Pugh, Jr., Dick Tunnell and Barry Swindell; Attorney Fred Holscher; Clerk to the Board Lois
11 Stotesberry; and, members of the public. The following members were present on Ocracoke:
12 Assistant Clerk Rachel Cobb and members of the public.

13
14 Following opening prayer by Commissioner Tunnell and pledge of allegiance, the meeting was
15 called to order.

16
17 **Agenda:**

18 Chairman Swindell asked for any changes to the March 4, 2013 meeting Agenda as presented by the
19 Clerk.

20 Commissioner Byrd moved to approve the agenda as presented by the Clerk with addition of Items
21 of Consideration – No. 1(d) – Appointments: Budget Officer – Bill Rich; No. 7 (a) – Presentation of
22 Proposed Phone Upgrade; and, No. 15 – Mattamuskeet Association Letter of Support. Mr. Tunnell
23 seconded the motion. The motion passed on the following vote: Ayes – Byrd, Fletcher, Pugh,
24 Tunnell and Swindell; Nays – None; Absent or not voting – None.

25 **Consideration of Minutes:**

26 Commissioner Pugh moved to approve the February 4, 2013 Regular Meeting Minutes as presented
27 by the Clerk. Mr. Fletcher seconded the motion. The motion passed on the following vote: Ayes –
28 Byrd, Fletcher, Pugh, Tunnell and Swindell; Nays – None; Absent or not voting – None.

29 Commissioner Tunnell moved to approve the February 18, 2013 Special Meeting Minutes as
30 presented by the Clerk. Mr. Byrd seconded the motion. The motion passed on the following vote:
31 Ayes – Byrd, Fletcher, Pugh, Tunnell and Swindell; Nays – None; Absent or not voting – None.

32 **Public Hearing:**

33 **CDBG NC-Tomorrow Close Out**

1 Commissioner Byrd moved to open public hearing on CDBG-NC Tomorrow grant close out. Mr.
2 Fletcher seconded the motion. The motion passed on the following vote: Ayes – Byrd, Fletcher,
3 Pugh, Tunnell and Swindell; Nays – None; Absent or not voting – None.

4 Chris Hilbert, Project Manager, Holland Consulting Planners, Inc., reported that FY2011-2012
5 CDBG-NC Tomorrow Grant program activities are completed and the County is in the process of
6 closing out the program.

7 Commissioner Fletcher moved to authorize Chairman Swindell to sign the CDBG-NC Tomorrow
8 Close-out documents. Mr. Byrd seconded the motion. The motion passed on the following vote:
9 Ayes – Byrd, Fletcher, Pugh, Tunnell and Swindell; Nays – None; Absent or not voting – None.

10 Commissioner Fletcher moved to close public hearing on CDBG-NC Tomorrow grant close out.
11 Mr. Pugh seconded the motion. The motion passed on the following vote: Ayes – Byrd, Fletcher,
12 Pugh, Tunnell and Swindell; Nays – None; Absent or not voting – None.

13 **Public Comments:**

14 Chairman Swindell called for comments from the public.

15 Darlene Styron, Ocracoke – welcomed County Manager Bill Rich; encouraged the Board to write a
16 letter of thanks to Dare County for its assistance with the Ferry Channel issue; and, requested
17 commissioners attend the March 13 Ferry Toll Public Hearing on Ocracoke.

18 There being no further comments from the public, Chairman Swindell continued the meeting.

19 **Items of Consideration:**

20 **Oath of Office – Assistant Clerk**

21 Chairman Swindell moved to appoint Rachel Cobb as Assistant Clerk to the Board of
22 Commissioners. Mr. Tunnell seconded the motion. The motion passed on the following vote:
23 Ayes – Byrd, Fletcher, Pugh, Tunnell and Swindell; Nays – None; Absent or not voting – None.

24 Notary Public Katherine Parker-Lowe administered the Oath of Office for Rachel Cobb.

25 **Appointments – Swan Quarter Sanitary District**

26 NCGS 130A-54 states that any vacancy in a sanitary district board shall be filled by the county
27 commissioners until the next election for sanitary district board members. If the district is located
28 in more than one county, the vacancy shall be filled by the county commissioners of the county
29 from which the vacancy occurred. The Board must appoint citizens who live in the Swan Quarter
30 district. Commissioners are not eligible for this appointment.

31 Commissioner Tunnell recommended appointment of Susan Taylor and Lyla Cahoon. They will be
32 contacted and asked to serve on the Swan Quarter Sanitary District Board.

1 Commissioner Fletcher moved to table appointment until the April 1, 2013 Board of
2 Commissioners meeting. Mr. Byrd seconded the motion. The motion passed on the following vote:
3 Ayes – Byrd, Fletcher, Pugh, Tunnell and Swindell; Nays – None; Absent or not voting – None.

4 **Appointments – Ocracoke Planning Board**

5 Commissioner Fletcher reported that the Ocracoke Planning Board has one vacant seat and that
6 Chairman Bill Rich will withdraw from the Board at its next regularly scheduled meeting. Mr.
7 Fletcher reported that Mr. Archie P. Pentz and Ms. Sharon O’Neal Justice have expressed interest in
8 serving on the Board.

9 Commissioner Fletcher moved to appoint Archie P. Pentz to complete the three year term of Bill
10 Rich and Sharon O’Neal Justice to serve on the Ocracoke Planning Board. Mr. Pugh seconded the
11 motion. The motion passed on the following vote: Ayes – Byrd, Fletcher, Pugh, Tunnell and
12 Swindell; Nays – None; Absent or not voting – None.

13 **Appointment – Budget Officer**

14 Chairman Swindell moved to appoint County Manager Bill Rich to serve as Hyde County Budget
15 Officer. Mr. Fletcher seconded the motion. The motion passed on the following vote: Ayes –
16 Byrd, Fletcher, Pugh, Tunnell and Swindell; Nays – None; Absent or not voting – None.

17 **Resolution to Preserve and Defend The Constitution of The United States and The State of**
18 **North Carolina**

19 Chairman Swindell presented a resolution to defend and preserve citizen’s Second and Tenth
20 Amendment constitutional rights to keep and bear arms.

21 Commissioner Byrd moved to adopt “A Resolution To Preserve And Defend The Constitution Of
22 The United States And The State of North Carolina.” Mr. Pugh seconded the motion. The motion
23 passed on the following vote: Ayes – Byrd, Fletcher, Pugh, Tunnell and Swindell; Nays – None;
24 Absent or not voting – None.

25 *Clerk’s Note: A copy of “A Resolution To Preserve And Defend The Constitution Of The United*
26 *States And The State of North Carolina” is attached herewith as Exhibit A and incorporated*
herein by reference.

27 **Resolution For Approving Water Shortage Response Plan**

28 Clint Berry, Utilities Director, reported that NCGS 143-355 (1) requires that each unit of local
29 government that provides public water services or plans to provide such services shall, either
30 individually or together with other such units of local government, prepare and submit a Water
31 Shortage Response Plan. He reported that the Water Shortage Response Plan for Hyde County has
32 been approved by NC Department of Environment and Natural Resources (NCDENR).

1 Commissioner Fletcher moved to adopt “Resolution For Approving Water Shortage Response
2 Plan.” Mr. Tunnell seconded the motion. The motion passed on the following vote: Ayes – Byrd,
3 Fletcher, Pugh, Tunnell and Swindell; Nays – None; Absent or not voting – None.

4 *Clerk’s Note: A copy of “Resolution For Approving Water Shortage Response Plan” is attached*
5 *herewith as Exhibit B and incorporated herein by reference.*

6 **Resolution Approving Financing Terms and Documents for 2013 County Building**
7 **Installment Refinancing**

8 Corrinne Gibbs, Finance Officer, reported that Hyde County has previously determined to carry out
9 a plan to refinance the County’s existing loans related to the acquisition and construction of the
10 County Courthouse and the County’s Public Safety Center. Branch Banking & Trust Company
11 (BB&T) has submitted a proposal to provide the new financing to the County. County Attorney
12 Fred Holscher has reviewed the documents and approves.

13 Commissioner Fletcher moved to adopt “Resolution Approving Financing Terms and Documents
14 for 2013 County Building Installment Refinancing.” Mr. Tunnell seconded the motion. The motion
15 passed on the following vote: Ayes – Byrd, Fletcher, Pugh, Tunnell and Swindell; Nays – None;
16 Absent or not voting – None.

17 *Clerk’s Note: A copy of “Resolution Approving Financing Terms and Documents for 2013 County*
18 *Building Installment Refinancing” is attached herewith as Exhibit C and incorporated herein by*
reference.

19 **Refinancing of the Public Safety Center and Government Center Loans**

20 Corrinne Gibbs, Finance Officer, previously presented Resolution for Refinancing of the Hyde
21 County Courthouse and the Public Safety Center Loans under which the County would borrow
22 approximately \$3,200,000.00 to refinance existing building loans that were used to finance the
23 construction of the Hyde County Courthouse (30 Oyster Creek Rd., Swan Quarter) and the Hyde
24 County Public Safety Center (1223 Main St., Swan Quarter).

25 Ms. Gibbs presented the BB&T proposal to provide the Courthouse refinancing agreement and
26 requested Board approval that she and the county manager complete the closing.

27 Hyde County’s status with the Local Government Commission (LGC) for the refinancing of the
28 Public Safety Center is still somewhat up in the air.

29 **Bond Counsel Engagement Letter**

30 Commissioner Pugh moved to accept and approve the Hyde County – 2013 County Building
31 Installment Refinancing Bond Counsel Engagement Letter from Sanford Holshouser, LLP; and, to
32 authorize Finance Officer Corrinne Gibbs and County Manager Bill Rich to complete the loan
33 closing contingent upon Local Government Commission (LGC) approval. Mr. Fletcher seconded

1 the motion. The motion passed on the following vote: Ayes – Byrd, Fletcher, Pugh, Tunnell and
2 Swindell; Nays – None; Absent or not voting – None.

3 **Report to the People**

4 Mac Gibbs, Director, Hyde County Cooperative Extension, presented a Power-point update on
5 department activities and on-going projects within the County. He recognized Sandra Tunnell,
6 State ALS member; Connie Burluson, Administrative Assistant; Stacey Midgett, PCS Agent;
7 Natalie Wayne, 4-H Agent; and, Carol Evans, JCPC Coordinator for their contributions to profitable
8 and sustainable agriculture systems, local food systems, school to career, natural resources
9 conservation and environmental sustainability and healthy eating, physical activity and chronic
10 disease risk reduction programs. Mr. Gibbs also reported that Natalie Wayne has written a
11 Monsanto Grant for \$10,000 and is awaiting confirmation of award.

12 **Hyde County Telemedicine**

13 Shelia Davies, MPA and Kelly Newman, RN, reported that on February 26, 2013 primary care via
14 telemedicine became available to residents of Hyde County at the Hyde County Health Department.
15 Telemedicine is the use of video conferencing technology that enables patients in remote areas to
16 access medical care provided by general practitioners and specialists in another location.
17 Physicians in one area are therefore able to assess, diagnose, and treat patients who live in another
18 location. The primary care providers will be located at a comprehensive medical clinic in
19 Jacksonville, NC. Providers and patients will interact will interact over a secure, confidential
20 connection that provides two-way, real time interaction via high definition audio and video
21 technology. This demonstration project has been made possible through grant funds from the North
22 Carolina Office of Rural Health and Community Care, the Kate B. Reynolds Charitable Trust, and
23 Vidant Pungo Hospital's Community Benefits Grant Program.

24 Telemedicine is also available at the Engelhard Medical Center; and, Cheryl Ballance, RN, Director
25 of Ocracoke Medical Center, is in the process of partnering with the Telemedicine program.

26 **Secondary Roads Improvement to Creekside Drive – State Road 1135**

27 Sterling Baker, Division Maintenance Engineer and Darrick Lee, PE, District Engineer, NC
28 Department Of Transportation (DOT), reported that secondary road improvement funding to grade,
29 drain, base and pave Creekside Drive (SR1135) was approved several years ago. At that time, NC
30 DOT was made aware of utility issues with water and sewer lines that were non-traffic bearing and
31 in conflict with the proposed NC DOT project; and, there were issues with how to proceed with the
32 project. NC DOT is now ready to move forward with the project after discussing with the Board the
33 process for moving forward. Mr. Lee presented the proposed costs and estimates associated with
34 this project.

35 Commissioner Tunnell moved to adopt “Resolution to Draft NC DOT Secondary Roads Funds to
36 Pave SR1135 – Creekside Drive.” Mr. Fletcher seconded the motion. The motion passed on the

1 following vote: Ayes – Byrd, Fletcher, Pugh, Tunnell and Swindell; Nays – None; Absent or not
2 voting – None.

3 *Clerk's Note: A copy of "Resolution to Draft NC DOT Secondary Roads Funds to Pave SR1135 –*
4 *Creekside Drive" is attached herewith as Exhibit D and incorporated herein by reference.*

5 Mr. Baker reported that Anthony Roper, NCDOT Division Operations Engineer is working on
6 Commissioner Fletcher's request for signs on Ocracoke.

7 **Voice and Data Network Upgrades for Hyde County**

8 Justin Gibbs, Director of Emergency Management, presented proposal of two options to upgrade the
9 existing Voice and Data equipment currently maintained by CenturyLink for all departments
10 located at the Hyde County Government Center, Health Department, Water Department, Public
11 Safety Center and Department of Social Services.

12 Option 1: Upgrade the Existing Software and Renew Maintenance Coverage.

13 Option 2: Purchase all new hardware and upgrade to IP Office with Maintenance Coverage and
14 upgrade of Internet Port for County Network.

15 After discussion, it was determined that Option 2, which includes upgrading Ethernet/DIA service
16 from 10Mbps to 30 to 50 Mbps to allow for addition of NC FAST program for DSS and the
17 purchase of new hardware and software, new phones, etc. for all locations, would generate savings
18 for the County and allow for future expansion capability.

19 Commissioner Fletcher moved to authorize County Manager Bill Rich to select which option to
20 approve and to sign maintenance coverage documents. Mr. Fletcher seconded the motion. The
21 motion passed on the following vote: Ayes – Byrd, Fletcher, Pugh, Tunnell and Swindell; Nays –
22 None; Absent or not voting – None.

23 **Dates for Board of Equalization and Review Meeting(s)**

24 Linda Basnight, Tax Administrator, reported that each year not earlier than the first Monday in
25 April or later than the first Monday in May the Board of Equalization and Review (E&R) shall
26 convene its first meeting to hear appeals from individual taxpayers as to the value of their property.
27 It is required that a majority (at least 3) members of the Board of Commissioners be present for the
28 Board of E&R hearings. No other business may be conducted during the time that the Board of
29 E&R is in session.

30 Commissioner Byrd moved to set the first Board of Equalization and Review (E&R) meeting for
31 Monday, April 1, 2013, from 4:00 p.m. to 6:00 p.m. prior to the regularly scheduled commissioners
32 meeting with contingent Board of E&R meeting date set for Monday, April 15, 2013 at 6:00 p.m. if
33 required. Mr. Fletcher seconded the motion. The motion passed on the following vote: Ayes –
34 Byrd, Fletcher, Pugh, Tunnell and Swindell; Nays – None; Absent or not voting – None.

1 **GovDeals – Surplus Items**

2 Bill Rich, County Manager, requested Board approval to list a Dell computer and other
3 miscellaneous surplus computer attachments for sale on GovDeals.

4 Commissioner Fletcher moved to declare the Dell computer and other miscellaneous computer
5 attachments surplus and to list the items on GovDeals for sale. Mr. Tunnell seconded the motion.
6 The motion passed on the following vote: Ayes – Byrd, Fletcher, Pugh, Tunnell and Swindell;
7 Nays – None; Absent or not voting – None.

8 **Report For The Hyde County Administration Building Roof Drainage Failures and The**
9 **Public Safety Center Building Renovation**

10 Andy Lamm, PE, President of Lamm Engineering Associates, PLLC, and Clint Berry, Utilities
11 Director, presented: 1) proposal to provide a preliminary investigation into the roof drain leakage
12 issues that have occurred at the Government Center as well as propose solutions to resolve the
13 Stormwater water infiltrating into the building; and 2) proposal to provide possible design and cost
14 alternatives for an interior renovation plan for the currently underutilized Public Safety Center
15 building as well as exterior site additions in the form of asphalt drives and parking areas.

16 Funds have been identified in the Emergency Management line to pay for Government Center
17 (\$3,800.00) and Public Safety Center (\$4,2000.00) engineering proposal services. A capital
18 improvements project is necessary in order to not have to relocate the Sheriff's Department at a cost
19 of approximately \$30,000.00 per month. Proposed funding options for the projects will be
20 presented at the Monday, April 1, 2013 regularly scheduled Board of Commissioners meeting.

21 Commissioner Byrd moved to approve "*Proposal to Provide Engineering Services for Initial*
22 *Investigation for Solutions and Report to the Manager and Commissioners for the Hyde County*
23 *Administration Building Room Drainage Failures*" and "*Proposal to Provide Engineering Services*
24 *for Initial Investigation for Solutions and Report to the Manager and Commissioners for the Hyde*
25 *County Public Safety Building Renovations*" and to pay Lamm Engineering Associates, PLLC
26 \$8,000.00 from Emergency Management funds. Mr. Fletcher seconded the motion. The motion
27 passed on the following vote: Ayes – Byrd, Fletcher, Pugh, Tunnell and Swindell; Nays – None;
28 Absent or not voting – None.

29 **Pre-Disaster Mitigation Contract Awards**

30 Chris Hilbert, Project Manager, Holland Consulting Planners, Inc., reported that Hyde County has
31 received a 2011 Pre-Disaster Mitigation Project award in the amount of \$548,377.00 from the NC
32 Division of Emergency Management to elevate eight (8) owner-occupied homes located throughout
33 the county. Two of the eight homes were addressed with CDBG funds, and two additional homes
34 cannot be elevated due to poor structural condition. Mr. Hilbert reported that bids were accepted
35 for the remaining four units on February 14, 2013. According to Mr. Hilbert (the county's PDM
36 consultant, HCP, Inc.), the low bids are very reasonable and both low bidders are experienced,

1 capable, and ready to proceed immediately following the required pre-construction conferences and
2 the county's receipt of the required 25% owner contribution. Holland Consulting Planners, Inc.
3 (HCP) recommended that the Mayo (\$57,220) and the Nixon (\$56,025) houses be awarded to Paul
4 Woolard Construction of Bath, NC and that the Casper (\$68,500) and Hierholzer (\$82,500) houses
5 be awarded to Bray's House Movers of Camden, NC.

6 Commissioner Fletcher moved to award the four (4) PDM elevation/retrofitting contracts to the low
7 bidders of record. Mr. Pugh seconded the motion. The motion passed on the following vote: Ayes
8 – Byrd, Fletcher, Pugh, Tunnell and Swindell; Nays – None; Absent or not voting – None.

9 **CDBG-NC Tomorrow Anti-Displacement and Relocation Assistance Plan**

10 Averi Simmons, Planning Assistant, reported that the CDBG-NC Tomorrow grant was a planning
11 grant in which funds were used to develop a Comprehensive Economic Development Strategy plan
12 for the northeastern North Carolina region. A requirement Hyde County must fulfill prior to closing
13 out the grant is adopting an Anti-Displacement and Relocation Plan. This plan is required for all
14 CDBG projects, but it is grant-specific.

15 Commissioner Byrd moved to adopt Resolution for County of Hyde Anti-Displacement and
16 Relocation Assistance Plan. Mr. Pugh seconded the motion. The motion passed on the following
17 vote: Ayes – Byrd, Fletcher, Pugh, Tunnell and Swindell; Nays – None; Absent or not voting –
18 None.

19 *Clerk's Note: A copy of "Resolution for County of Hyde Anti-Displacement and Relocation*
20 *Assistance Plan" is attached herewith as Exhibit E and incorporated herein by reference.*

21 **Amendment of Rules of Procedures for The Hyde County Board of Commissioners**

22 Chairman Swindell reported that the Rules of Procedure for the Hyde County Board of County
23 Commissioners, which were approved by the Hyde County Board of Commissioners on October 6,
24 2008, are based upon the 2002 edition of the UNC Institute of Government "*Suggested Rules of*
25 *Procedure for the Board of County Commissioners*" and include the "*Rules of Procedure for*
26 *Meetings Utilizing Simultaneous Communication.*"

27 At its organizational meeting on December 3, 2012, the Hyde County Board of Commissioners
28 moved to call for Regular Meetings on the first Monday of each month at 6:00p.m., or as otherwise
29 provided.

30 At its regularly scheduled meeting on February 4, 2013, the Board moved to update the "Rules of
31 Procedure" – Rule 6: Regular and Special Meetings (a) Regular Meetings to reflect changes made at
32 the Organizational Meeting on December 3, 2012. At that time, Commissioner Fletcher also asked
33 that each Board member review the Rules of Procedure and make recommendation for further
34 revision if necessary at the March 4 Board meeting.

1 While researching meeting minutes from the December 6, 2010 Hyde County Board of
2 Commissioners meeting, Clerk to the Board Lois Stotesberry discovered that the “Rules of
3 Procedures for Meetings Utilizing Simultaneous Communication” were revised by deletion of Rule
4 No. 7 ~~If at any time during the meeting, because of equipment failure or any other cause, clear~~
5 ~~simultaneous communication is not possible so that each commissioner can clearly hear and~~
6 ~~effectively participate in the Board discussion of the matters on the agenda, and so that members of~~
7 ~~the public attending the meeting at either the official location or the remote location can listen to the~~
8 ~~meeting, then it shall be the duty of the Chairperson of the Board to recess the meeting until such~~
9 ~~time as clear simultaneous communication is again possible.~~

10 After discussion, it was decided that the final version of the amended “Rules of Procedures for The
11 Hyde County Board of Commissioners” be presented for approval by the Board at its next regularly
12 scheduled Board of Commissioners meeting on April 1, 2013.

13 **Installation of Earthquake Monitoring System at Hyde County Airport**

14 Jane Hodges, Airport Manager, reported that EarthScope is a National Science Foundation (NSF)
15 project to investigate the structure of the North American continent and the physical processes
16 controlling earthquakes and volcanic eruptions. Incorporated Research Institutions for Seismology
17 (IRIS), a non-profit consortium of over 100 US universities, manages facilities for seismological
18 research and is responsible for the installation, operation and removal of the earthquake monitoring
19 equipment of EarthScope under a cooperative agreement with the National Science Foundation.
20 NSF as a federal agency retains title to all equipment.

21 Approval of placement of this station grants permission to IRIS to install, operate, maintain and
22 service a Seismic Recording System as part of the EarthScope project. This system will measure
23 ground movements caused by earthquakes and other natural sources.

24 This permit is for 36 months from January 1, 2013, which may be terminated at any time with or
25 without cause upon 30-Day Notice in writing to IRIS. The Hyde County Airport Advisory
26 Committee and County Attorney Holscher have reviewed and approve this agreement.

27 Commissioner Fletcher moved to permit installation of EarthScope earthquake monitoring system at
28 Hyde County Airport for a period of 36 months beginning January 1, 2013. Mr. Byrd seconded the
29 motion. The motion passed on the following vote: Ayes – Byrd, Fletcher, Pugh, Tunnell and
30 Swindell; Nays – None; Absent or not voting – None.

31 **Endorsement of MOU Between NC State University and Mattamuskeet Association**

32 Commissioner Byrd moved to endorse the Memorandum of Agreement (MOA) between North
33 Carolina State University, on behalf of its NextGen Air Transportation (NGAT) Center in the
34 Institute for Transportation Research and Education (ITRE) (NC State), and the Mattamuskeet
35 Association which will allow access to easements that are part of the Association’s property in order
36 to conduct research, develop capabilities, and jointly support the growth of business related to fixed

1 and rotary wind unmanned aircraft systems(UAS). Mr. Pugh seconded the motion. The motion
 2 passed on the following vote: Ayes – Byrd, Fletcher, Pugh, Tunnell and Swindell; Nays – None;
 3 Absent or not voting – None.

4 **Budget Revisions**

5 Chairman Swindell reported that in accordance with FY2011-2012 Budget Ordinance, Article XIX,
 6 Section 1, no transfers were approved administratively and nine transfers needed Board approval.

Board Approval Required		
Department/Program	Amount	Explanation
Senior Center		
Equipment	\$ 5,000.00	Funds received from BCBS Grant to purchase exercise equipment for the Senior Center. Does increase the budget.
Utilities		
Telephone Lines	\$ 9,000.00	Funds being transferred interdepartmentally to cover under-budgeted telephone line through the end of the budget year. Does not increase the budget.
Solid Waste	\$ 7,868.47	Funds being transferred interdepartmentally to cover costs of site improvements on Ocracoke and Mainland collection sites. Does not increase the budget.
Maintenance	\$ 5,500.00	Funds being transferred interdepartmentally to cover unexpected costs of maintenance and repairs. Does not increase the budget.
Health		
BCCCP	\$ 2,199.00	Hyde County Health Department will receive additional NC Breast and Cervical Cancer Control Program (NC BCCCP) funding to provide breast and cervical cancer screening services. The Health Department will provide screening services to 7 eligible women with federal funds and will be reimbursed at a rate of \$300.00 per woman. This revision does increase the budget for BCCCP.
WIC	\$13,185.00	Transferring funds from Salaries (part-time) line into Salaries, FICA, Group Insurance and Retirement lines in Women, Infants and Children (WIC) Program to clear out negative/low balances. This transfer does not increase the budget for WIC.
Homemaker Program	\$ 700.00	Transferring funds from Salaries line into Retirement line in Homemaker Program to clear out negative balance. This transfer does not increase the budget for the Homemaker Program.
Private Well Program	\$ 346.53	Transferring funds from Postage and Salaries (Part Time) lines into Salaries, Group Insurance and Retirement lines in the Private Well Program to clear out negative balances. This transfer does not increase the budget for the Private Well Program.
PHP&R	\$ 1,622.00	Final transfer of funds from Salary and Fringe lines into Department Supplies line. The Health Department anticipates a reduction in funding for FY2013-2014, and at the direction of State consultants, Health Director Smith is purchasing items that the Health Department would need to respond to a Public Health event. Included in the order will be refills for sanitizer dispensers at DSS, Court House and ADAP Center, as well as preparedness supplies to be handed out during a Health Fair in April. This revision does not increase the budget for Public Health Preparedness & Response.

7
 8 Commissioner Fletcher moved to approve the nine budget transfers as presented. Mr. Byrd
 9 seconded the motion. The motion passed on the following vote: Ayes – Byrd, Fletcher, Pugh,
 10 Swindell, Tunnell; Nays – None; Absent or not voting – None.

11 **Reports:**

12 **Commissioner Fletcher** – reported that he attended the Essentials for County Government training.

13 **Commissioner Byrd** – reported that he attended the State of The Region meeting where Hyde
 14 County was spotlighted.

15 **Commissioner Pugh** – reported that he attended the Albemarle Commission meeting; the State of
 16 The Region meeting; and, the met with the RPA representative from NC State University to discuss

1 the Airport. Mr. Pugh announced that the Engelhard Medical Center has a new full-time
2 Physician's Assistant (PA) provider.

3 **Commissioner Tunnell** – reported that he attended the State of The Region meeting and the
4 Telemedicine Open House at Hyde County Health Department. Mr. Tunnell congratulated Hyde
5 County athletic teams for a good job done at last week game.

6 **Chairman Swindell** – reported that he attended the State of The Region meeting. Mr. Swindell
7 invited Board members to attend “Coffee with Expert” at the Senior Center on Monday, April 11
8 and encouraged citizens and commissioners to attend the NCDOT Ferry Toll Public Hearing on
9 Ocracoke on Wednesday, March 13. He thanked staff for a job well done during the past two
10 months during his term as Interim County Manager and welcomed County Manager Bill Rich.

11 **County Manager Rich** – reported that although he was not officially County Manager until March
12 1, 2013, February was a busy and exciting month. He met with Chairman Swindell where an
13 employment agreement was negotiated; attended an introductory Parks and Recreation meeting with
14 Commissioner Tunnell and Kris Noble; met with Timothy Waters of Rose Acres along with
15 Timothy Cathey; attended an Ocracoke Community Park planning meeting to discuss ball field
16 construction, funding, grants and permit updates; attended the Ocracoke Planning Board meeting
17 with Commissioner Fletcher and concerned citizens; and, met with the Ocracoke Community Park
18 Planning Group for a conference call with Core Banks representative.

19 On February 18, 2013 Mr. Rich was named County Manager. He spend the next day with
20 Chairman Swindell touring the county facilities and meeting department heads and numerous
21 county employees. The following day he met with John Bridgers and Thomas Morgan from NC
22 Department of State, Lands Records Department along with Linda Basnight, Merita Spencer and
23 Kris Noble. On February 28th Mr. Rich met with Albemarle RC&D's Rodney Johnson, Marshall
24 Stevenson, Charles Tooley, J. W. Spencer and Mark Powell; and, Chairman Swindell, Kris Noble,
25 Connie Burleson and Daniel Brinn to discuss availability for grant monies for different county and
26 public projects. Later that afternoon he met with Chairman Swindell, Justin Gibbs and Ginger Little
27 to discuss the County phone system.

28 Mr. Rich's first official work day was spent at the North Carolina's Northeast (NCNE) “State of
29 The Region” event in Williamston, NC, along with Commissioners Tunnell, Byrd, Pugh; Planner
30 Kris Noble and Assistant Averi Simmons; Cooperative Extension Director Mac Gibbs and 4-H
31 Director Natalie Wayne, where Hyde County's Unmanned Aircraft Systems (UAS) program was
32 the star of the event. While at the event he met with UAS representatives Kyle Snyder and Randy
33 Breedlove; Commissioners Byrd and Pugh; Mac Gibbs, Natalie Wayne, Kris Noble; Art and Alice
34 Keeney; and, NCNE representatives Vann Rogerson and Richard Bunch.

35 Mr. Rich will attend the Ferry Toll Public Hearing on Ocracoke on Wednesday, March 13, 2013.

36 **Public Comments:**

1 Chairman Swindell called for comments from the public.
2 Connie Lienbach, Ocracoke – questioned request for signs on Ocracoke.
3 Darlene Styron, Ocracoke – asked if commissioners would be attending the Ferry Toll Public
4 Hearing on Ocracoke on March 13; and, recommended the Government Center and Public Safety
5 Center repairs and renovations be planned for a later date without raising taxes.
6 Commissioners Pugh and Byrd plan to attend the Public Hearing.
7 Chairman Swindell reported that the County will receive substantial reimbursement from the State
8 once the Public Safety Center renovations are completed.

9 Janie Jacoby, Ocracoke – asks that commissioners drive around on the 13th and check out
10 conditions on Highway 12.

11 There being no further comments from the public, Chairman Swindell continued the meeting.

12 **Closed Session** (none)

13 **Adjourn**

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

17 The meeting adjourned at 7:55 p.m.

18
19 Respectfully submitted:

20
21 Minutes approved on the 1st day of April, 2013.

22
23
24 _____
25 Lois Stotesberry, CMC, NCCCC
26 Clerk, Hyde County Board of Commissioners

27 _____
28 Barry Swindell
29 Chair, Hyde County Board of Commissioners

30 Attachments:

31 Exhibit A: *“A Resolution To Preserve And Defend The Constitution Of The United States And
32 The State of North Carolina”*

33 Exhibit B: *“Resolution For Approving Water Shortage Response Plan”*

34 Exhibit C: *“Resolution Approving Financing Terms and Documents for 2013 County Building
35 Installment Refinancing”*

36 Exhibit D: *“Resolution to Draft NC DOT Secondary Roads Funds to Pave SR1135 – Creekside
37 Drive”*

38 Exhibit E: *“Resolution for County of Hyde Anti-Displacement and Relocation Assistance Plan”*

Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: April 1, 2013
Presenter: Citizens
Attachment: No

ITEM TITLE: PUBLIC COMMENTS

SUMMARY: Citizens are afforded an opportunity at this time to comment on issues they feel may be of importance to the Commissioners and to their fellow citizens.

Comments should be kept to (3) minutes and directed to the entire Board, not just one individual Commissioner, staff member or to a member of the audience.

Time for one person cannot be used by another person.

Comments that reflect the need for additional assistance will be directed to the County Manager or referred to a future meeting agenda.

RECOMMEND: Receive comments.

Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: April 1, 2013
Presenter: Chairman Swindell
Attachment: Yes

ITEM TITLE: RESOLUTION URGING MEMBERS OF THE NORTH CAROLINA GENERAL ASSEMBLY AND GOVERNOR MCCROY CONCERNING THE APPOINTMENT OF BOARD MEMBERS TO THE LME BOARD

SUMMARY: Senate Bill 191 has been approved and passed into law by the General Assembly.

Hyde County is one of the nineteen (19) participating member of East Carolina Behavioral Health Local Management Entity (LME). Member counties are requesting that the new membership rules for the Boards of LME's include the designation of one County Commissioner from each county and that the LME not exceed 21 voting members.

RECOMMEND: Discussion and approval.

Motion Made By: Barry Swindell
 Dick Tunnell
 Anson Byrd
 John Fletcher
 Earl Pugh, Jr.

Motion Seconded By: Barry Swindell
 Dick Tunnell
 Anson Byrd
 John Fletcher
 Earl Pugh, Jr.

Vote: Barry Swindell
 Dick Tunnell
 Anson Byrd
 John Fletcher
 Earl Pugh, Jr.

COUNTY OF HYDE

Board of Commissioners

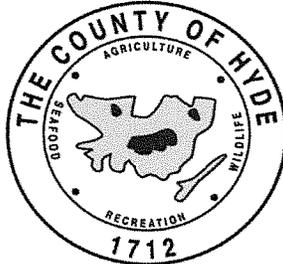
Barry Swindell, Chair
Dick Tunnell, Vice-chair
Anson Byrd
John Fletcher
Earl Pugh, Jr.

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

Bill Rich
County Manager

Fred Holscher
County Attorney

Lois Stotesberry, CMC, NCCCC
Clerk to the Board



Resolution Urging Members of the North Carolina General Assembly and Governor McCrory Concerning the Appointment of Board Members to the LME Board

WHEREAS, Senate Bill 191 has been approved and passed into law in the waning hours of the 2012 session of General Assembly; and

WHEREAS, Hyde County urges that the new membership rules for the Boards of Local Management Entities (LMEs) must include the designation of one County Commissioner from each of the nineteen (19) participating counties comprising the EAST CAROLINA BEHAVIORAL HEALTH; and

WHEREAS, these new requirements have to be implemented by October 2013; and

WHEREAS, the General Assembly has the authority to review and modify these requirements in the current Session, understanding that counties and the State have a vested interest and obligation to provide adequate mental health services and oversight to our citizens in a responsible and realistic way.

NOW, THEREFORE, BE IT RESOLVED that all counties in the EAST CAROLINA BEHAVIORAL HEALTH LME ensure that each county has the ability to appoint an elected County Commissioner to the LME Board, and that the LME Board not exceed 21 voting members.

BE IT FURTHER RESOLVED that copies of this resolution be sent to the Governor, the Secretary of the NC Department of Health and Human Services, the leadership of the North Carolina General Assembly, and the House and Senate Members of the General Assembly representing the EAST CAROLINA BEHAVIORAL HEALTH LME catchment area.

This the _____ day of _____, 2013.

ATTEST: _____
Lois Stotesberry, Clerk to the Board

Barry Swindell, Chairman

Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: April 1, 2013
Presenter: Chairman Swindell
Attachment: Yes

ITEM TITLE: RESOLUTION SUPPORTING H.R. 819 PRESERVING ACCESS TO THE CAPE HATTERAS NATIONAL SEASHORE RECREATIONAL AREA ACT

SUMMARY: House Rule 819 was introduced by Congressman Walter Jones (NC-3) to preserve access to the Cape Hatteras National Seashore recreational area.

Currently, access is restricted by ruling implemented by the National Park Service (NPS) in February 2012 as well as the 2008 U.S. District Court approved Consent Decree.

H.R. 819 is consistent with legislation that would balance resource management with recreational access for Dare and Hyde County residents and visitors.

RECOMMEND: Adopt.

Motion Made By: Barry Swindell
 Dick Tunnell
 Anson Byrd
 John Fletcher
 Earl Pugh, Jr.

Motion Seconded By: Barry Swindell
 Dick Tunnell
 Anson Byrd
 John Fletcher
 Earl Pugh, Jr.

Vote: Barry Swindell
 Dick Tunnell
 Anson Byrd
 John Fletcher
 Earl Pugh, Jr.

COUNTY OF HYDE

Board of Commissioners

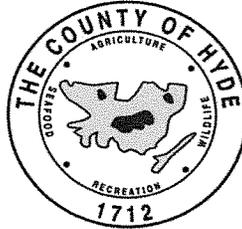
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252-926-3701 Fax

Bill Rich
County Manager

Fred Holscher
County Attorney

Lois Stotesberry, CMC, NCCCC
Clerk to the Board



Resolution Supporting H.R. 819 Preserving Access To The Cape Hatteras National Seashore Recreational Area Act

WHEREAS, H.R. 819 introduced by Congressman Walter Jones (NC-3) to preserve access to the Cape Hatteras National Seashore Recreational Area, reintroduces a previous bill that passed the House of Representatives in the last Congress but failed to make it out of Senate committee; and,

WHEREAS, H.R. 819 would restore balance and common sense to Park Service management by overturning a final rule implemented by the National Park Service in mid-February 2012, as well as the 2008 U.S. District Court approved Consent Decree, both of which excessively restrict human access to the Recreational Area; and,

WHEREAS, H.R. 819 would assure taxpayers the right to access the recreational areas they own by reinstating the Park Service's 2007 Interim Management Strategy, which was backed up by a 113-page Biological Opinion issued by the U.S. Fish and Wildlife Service finding that species of concern, including piping plover and sea turtles, would not be jeopardized; and,

WHEREAS, the Cape Hatteras National Seashore Recreational Area (CHNSRA) was created by Congress in 1937 as America's first National Seashore with the promise that people would always have access for recreation; and,

WHEREAS, a tourism based economy has been developed on Bodie Island, Hatteras Island and Ocracoke Island, where access to the beaches of this area has always been the defining element of the visitor's complete seashore experience and the foundation of the area's economic base upon which thousands of families depend for their livelihood; and,

NOW, THEREFORE, BE IT RESOLVED that the Hyde County Board of Commissioners supports open public access to the Cape Hatteras National Seashore Recreational Area consistent with the promises made in the enabling legislation and supports H.R. 819 as effective legislation that would balance resource management with recreational access for Dare and Hyde County residents and visitors.

Adopted this the _____ day of _____, 2013, in Hyde County, North Carolina.

ATTEST: _____
Lois Stotesberry, Clerk to the Board

Barry Swindell, Chairman

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

Meeting Date: April 1, 2013
Presenter: Chairman Swindell
Attachment: Yes

ITEM TITLE: RESOLUTION TO REQUEST LEGISLATION TO EXEMPT CERTAIN RECORDS OF THE SHERIFF'S OFFICE FROM THE PUBLIC RECORDS ACT

SUMMARY: North Carolina Sheriff's Offices are required to maintain records of handgun purchase permits by each county's sheriff's office and concealed carry permits.

Adoption of this resolution support legislation to exempt handgun purchase permits and concealed carry permits from the records of Sheriff's offices that are accessible by the public at large.

RECOMMEND: Adopt.

Motion Made By: Barry Swindell
 Dick Tunnell
 Anson Byrd
 John Fletcher
 Earl Pugh, Jr.

Motion Seconded By: Barry Swindell
 Dick Tunnell
 Anson Byrd
 John Fletcher
 Earl Pugh, Jr.

Vote: Barry Swindell
 Dick Tunnell
 Anson Byrd
 John Fletcher
 Earl Pugh, Jr.

COUNTY OF HYDE

Board of Commissioners

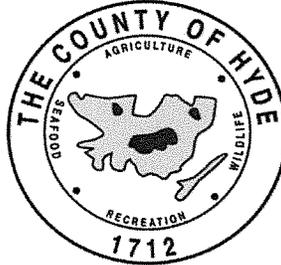
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Earl Pugh, Jr.

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SWAN QUARTER, NORTH CAROLINA :
252-926-4400
252-926-3701 Fax

Bill Rich
County Manager

Fred Holscher
County Attorney

Lois Stotesberry, CMC, NCCCC
Clerk to the Board



Resolution To Request Legislation To Exempt Certain Records of The Sheriff's Office From The Public Records Act

WHEREAS, the Sheriff's Office in each county in the State of North Carolina is required to maintain records of the handgun purchase permits issued by the Sheriff's Office pursuant to N.C. General Statute §14-405 and concealed carry permits issued pursuant to N.C. General Statute §14-415.17; and

WHEREAS, these records include information such as name, address, age and other information as may be requested by the Sheriff's Office; and

WHEREAS, the Hyde County Board of Commissioners finds and declares that it is in the best interests of the citizens of the county and the State of North Carolina to prevent public access to this information; and

WHEREAS, the Hyde County Board of Commissioners recommends and supports legislation which exempts handgun purchase permits and concealed carry permits from the list of records of Sheriff's Offices which are accessible by the public at large.

NOW, THEREFORE, BE IT RESOLVED that the Hyde County Board of Commissioners hereby requests that the Hyde County delegation to the North Carolina General Assembly introduce and support legislation to exempt handgun purchase permits and concealed carry permits from the records of Sheriff's Offices that are accessible by the public at large.

BE IT FURTHER RESOLVED that copies of this resolution be forwarded to the Honorable Pat McCrory, NC Governor, the Hyde County Legislative Delegation to the North Carolina General Assembly, the North Carolina Association of County Commissioners, and to the other 99 North Carolina counties.

Adopted this the _____ day of _____, 2013, in Hyde County, North Carolina.

ATTEST: _____
Lois Stotesberry, Clerk to the Board

Barry Swindell, Chairman

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

Meeting Date: April 1, 2013
Presenter: Chairman Swindell
Attachment: Yes

ITEM TITLE: RESOLUTION SUPPORTING CONTINUED FUNDING FOR
MUSEUM OF THE ALBEMARLE

SUMMARY: The Museum of the Albemarle is a regional resource center that houses historically significant regional artifacts and state-of-the art displays that provide rare opportunities for inquiry and learning. Museum of the Albemarle has become a vital resource for our area.

Full funding of the Museum in the State's FY2013-14 budget is requested.

RECOMMEND: Adopt.

Motion Made By: Barry Swindell
 Dick Tunnell
 Anson Byrd
 John Fletcher
 Earl Pugh, Jr.

Motion Seconded By: Barry Swindell
 Dick Tunnell
 Anson Byrd
 John Fletcher
 Earl Pugh, Jr.

Vote: Barry Swindell
 Dick Tunnell
 Anson Byrd
 John Fletcher
 Earl Pugh, Jr.

COUNTY OF HYDE

Board of Commissioners

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Dick Tunnell, Vice-chair
Anson Byrd
John Fletcher
Earl Pugh, Jr.

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252-926-4400
252-926-3701 Fax

Bill Rich
County Manager

Fred Holscher
County Attorney

Lois Stotesberry, CMC, NCCCC
Clerk to the Board



Resolution Supporting Continued Funding for Museum of The Albemarle

WHEREAS, Museum of the Albemarle serves a 13 county area that spans Northeastern North Carolina and is one of six divisional museums of the North Carolina Museum of History; and,

WHEREAS, Museum of the Albemarle opened its first museum on May 29, 1967 in the old Highway Patrol building south of Elizabeth City; and,

WHEREAS, by 1987 the museum's collection was overflowing and there was a critical need for a larger facility that would allow for the proper housing and display of the region's precious collections and a decision was made to seek a larger facility; and,

WHEREAS, property was donated for a site and following a fundraising campaign and delays due to state budget shortfalls, a new 50,000 square foot museum was constructed using local and state resources; and,

WHEREAS, the new Museum of the Albemarle opened on April 8, 2006 and is a wonderful facility that includes large public gathering areas, meeting and conference rooms, a 200 seat auditorium, 11,000 square feet of lobby and galleries, and 3,500 square feet of collection storage; and,

WHEREAS, the museum is a regional resource center that houses historically significant regional artifacts and state-of-the art displays that provide rare opportunities for inquiry and learning; and,

WHEREAS, some of the current exhibits which are quite significant for our area include "Our Story: Life in the Albemarle", "Out of the Blue: Coast Guard Aviation", "Under Both Flags: Civil War in the Albemarle"; and,

WHEREAS, over the past 45 years, Museum of the Albemarle has shown hundreds of exhibits, collected, displayed and cared for thousands of regional artifacts, conducted hundreds of educational programs, given general tours to thousands of regional school children, and educated, entertained and showed off the amazing history of the Albemarle Area; and,

WHEREAS, Museum of the Albemarle has become a vital resource for our area.

NOW, THEREFORE, BE IT RESOLVED that the Hyde County Board of Commissioners supports funding for continued operation of Museum of the Albemarle and requests the Governor and General Assembly to include full funding in the State's FY2013-14 budget for Museum of the Albemarle.

Adopted this the ____ day of _____, 2013, in Hyde County, North Carolina.

ATTEST: _____
Lois Stotesberry, Clerk to the Board

Barry Swindell, Chairman

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

Meeting Date: April 1, 2013
Presenter: Chairman Swindell
Attachment: Yes

ITEM TITLE: RESOLUTION REQUESTING CONTINUED FUNDING FROM THE STATE FOR PARTNERSHIP FOR THE SOUNDS

SUMMARY: Partnership for the Sounds (PFS) promotes sustainable, community driven economic well-being and stewardship on the Albemarle-Pamlico peninsula through environmental education, and nature based and cultural tourism. Museum of the Albemarle has become a vital resource for our area.

Continued funding of Partnership for the Sounds in the State's FY2013-14 budget is requested.

RECOMMEND: Adopt.

Motion Made By: Barry Swindell
 Dick Tunnell
 Anson Byrd
 John Fletcher
 Earl Pugh, Jr.

Motion Seconded By: Barry Swindell
 Dick Tunnell
 Anson Byrd
 John Fletcher
 Earl Pugh, Jr.

Vote: Barry Swindell
 Dick Tunnell
 Anson Byrd
 John Fletcher
 Earl Pugh, Jr.

COUNTY OF HYDE

Board of Commissioners

Barry Swindell, Chair
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252-926-4400
252-926-3701 Fax

Bill Rich
County Manager

Fred Holscher
County Attorney

Lois Stotesberry, CMC, NCCCC
Clerk to the Board



Resolution Requesting Continued Funding From North Carolina for Partnership for the Sounds

WHEREAS, Partnership was incorporated as a non-profit organization in 1993; and,

WHEREAS, regional leaders recognized that the region's most valuable asset are its natural and cultural heritage; and,

WHEREAS, the mission of Partnership for the Sounds, Inc. (PFS) is to promote sustainable, community driven economic well-being and stewardship on the Albemarle-Pamlico peninsula through environmental education, and nature based and cultural tourism; and,

WHEREAS, Partnership operations directly involve Beaufort, Bertie, Hyde and Tyrrell counties along with participation and support of related activities with Martin and Washington counties; and,

WHEREAS, Partnership activities extend to all 100 North Carolina counties, all of the other 49 states, and the over 50 foreign countries from where visitors have traveled; and,

WHEREAS, communities experience economic stimulus from people who visit the four Partnership facilities; and,

NOW, THEREFORE, BE IT RESOLVED that the Hyde County Board of Commissioners supports continued funding for Partnership for the Sounds and requests the Governor and General Assembly to include full funding in the State's FY2013-14 budget for the Partnership.

Adopted this the ____ day of _____, 2013, in Hyde County, North Carolina.

ATTEST: _____
Lois Stotesberry, Clerk to the Board

Barry Swindell, Chairman

Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: April 1, 2013
Presenter: Chairman Swindell
Attachment: Yes

ITEM TITLE: APPOINTMENT TO MAINLAND OCCUPANCY TAX BOARD

SUMMARY: On March 12, 2013, Mary S. Spencer resigned her position on the Mainland Occupancy Tax Board. Ms. Spencer's husband, Lamar Spencer has expressed interest in serving on this Board.

RECOMMEND: Appoint member.

Motion Made By: Barry Swindell
 Dick Tunnell
 Anson Byrd
 John Fletcher
 Earl Pugh, Jr.

Motion Seconded By: Barry Swindell
 Dick Tunnell
 Anson Byrd
 John Fletcher
 Earl Pugh, Jr.

Vote: Barry Swindell
 Dick Tunnell
 Anson Byrd
 John Fletcher
 Earl Pugh, Jr.

Hyde County Commissioners
Attn: County Manager
PO Box 188
Swan Quarter, NC 27885

Reference: Occupancy Tax Board

Please accept my resignation from the Occupancy
Tax Board. I appreciate the opportunity to have
served on this board.

Sincerely,
May S. Spencer
(252) 926-8101
March 12, 2013

Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: April 1, 2013
Presenter: Commissioner Tunnell
Attachment:

ITEM TITLE: APPOINTMENT TO SWAN QUARTER SANITARY DISTRICT

SUMMARY: Commissioner Tunnell will make a recommendation for an appointment to the vacant seat on the Swan Quarter Sanitary District.

RECOMMEND: Discussion and approval.

Motion Made By: Barry Swindell
 Dick Tunnell
 Anson Byrd
 John Fletcher
 Earl Pugh, Jr.

Motion Seconded By: Barry Swindell
 Dick Tunnell
 Anson Byrd
 John Fletcher
 Earl Pugh, Jr.

Vote: Barry Swindell
 Dick Tunnell
 Anson Byrd
 John Fletcher
 Earl Pugh, Jr.

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

Meeting Date: April 1, 2013
Presenter: Kris Cahoon Noble
Attachment: Yes

ITEM TITLE: APPOINTMENT TO REVOLVING LOAN FUND COMMITTEE

SUMMARY:

Per the County of Hyde Economic Development Revolving Loan Fund (RLF) Program Guidelines, Section 5, Revolving Loan Fund Committee:
"The RLF Committee shall consist of five members, including:

- 1. One member of the Board of Commissioners;*
- 2. One individual involved in the Hyde County lending industry;*
- 3. Two Hyde County business owners or managers;*
- 4. One consultant engineer involved in local public works projects*

The County Attorney and the Revolving Loan Fund Administrator, and any technical assistance consultant that the county may desire to retain, will serve the RLF Committee in an ex officio manner."

In December 2012, Darlene Styron, while remaining on the RLF Committee as a business owner, had to step down as the required member from the Board of Commissioners. The group discussed and asked that the Board of Commissioners appoint Commissioner Tunnell as the new member on the RLF Committee.

RECOMMEND: Discussion and approval.

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

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

Vote: ___ Barry Swindell
___ Dick Tunnell
___ Anson Byrd
___ John Fletcher
___ Earl Pugh, Jr.

Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: April 1, 2013
Presenter: Lisa Woolard, Executive Director, Beaufort/Hyde Partnership for Children
Attachment: Yes

ITEM TITLE: Week of the Young Child, April 14-20, 2013

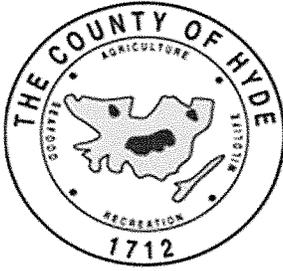
SUMMARY: Lisa Woolard, Executive Director of the Beaufort/Hyde Partnership for Children, will read the Proclamation "Week of the Young Child, April 14, 2013" and encourage all Hyde County citizens to work together to make a good investment in early childhood.

RECOMMEND: ADOPT WEEK OF THE YOUNG CHILD PROCLAMATION

Motion Made By: Barry Swindell
 Dick Tunnell
 Anson Byrd
 John Fletcher
 Earl Duck, Jr.

Motion Seconded By: Barry Swindell
 Dick Tunnell
 Anson Byrd
 John Fletcher
 Earl Duck, Jr.

Vote: Barry Swindell
 Dick Tunnell
 Anson Byrd
 John Fletcher
 Earl Duck, Jr.



**BOARD OF COMMISSIONERS
OF THE COUNTY OF HYDE,
NORTH CAROLINA**

**PROCLAMATION
WEEK OF THE YOUNG CHILD
APRIL 14-20, 2013**

Whereas, the Beaufort/Hyde Partnership for Children and other local organizations, in conjunction with the National Association for the Education of Young Children, are celebrating the Week of the Young Child, April 14th-20th, 2013; and

Whereas, these organizations are working to improve early learning opportunities, including early literacy programs, that can provide a foundation of learning for children in Hyde County, NC; and

Whereas, child care providers, teachers, parents, and others who make a difference in the lives of young children in Hyde County, NC deserve thanks and recognition; and

Whereas, public policies that support early learning for all young children are crucial to young children's futures;

NOW, THEREFORE BE IT RESOLVED that the Hyde County Board of Commissioners do hereby proclaim April 14th- 20th as the Week of the Young Child in Hyde County, NC and encourage all citizens to work to make a good investment in early childhood.

Adopted this the 1st day of April, 2013 in Hyde County, North Carolina.

Barry Swindell, Chair
Hyde County Board of Commissioners

Attested by:

Lois Stotesberry, Clerk to the Board
Hyde County Board of Commissioners

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

Meeting Date: April 1, 2013
Presenter: Wesley P. Smith, Health Director & Co-Chair of Hyde County
Combined Community Child Protection Team/Child Fatality
Prevention Team (CCPT/CFPT)
Attachment: Yes

ITEM TITLE: Child Abuse Prevention Month Proclamation – April 2013

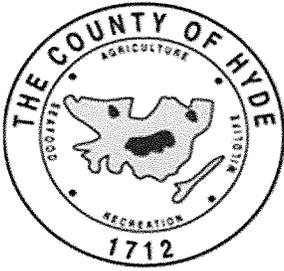
SUMMARY: Hyde County Health Director Wesley P. Smith will read the attached proclamation recognizing April as Child Abuse Prevention Month and invite the Commissioners and public to attend a “Pinwheel Garden Event” at Davis School on Friday, April 5th at 11:00 am.

RECOMMEND: ADOPT CHILD ABUSE PREVENTION MONTH
PROCLAMATION

Motion Made By: Barry Swindell
 Dick Tunnell
 Anson Byrd
 John Fletcher
 Eastman

Motion Seconded By: Barry Swindell
 Dick Tunnell
 Anson Byrd
 John Fletcher
 Eastman

Vote: Barry Swindell
 Dick Tunnell
 Anson Byrd
 John Fletcher
 Eastman



**BOARD OF COMMISSIONERS
OF THE COUNTY OF HYDE,
NORTH CAROLINA**

**PROCLAMATION
CHILD ABUSE PREVENTION MONTH
APRIL 2013**

Whereas, children are vital to our state's future success, prosperity and quality of life as well as being our most vulnerable assets;

Whereas, all children deserve to have the safe, stable, nurturing homes and communities they need to foster their healthy growth and development;

Whereas, child abuse and neglect is a community responsibility affecting both the current and future quality of life of a community;

Whereas, communities that provide parents with the social support, knowledge of parenting and child development and concrete resources they need to cope with stress and nurture their children ensure all children grow to their full potential;

Whereas, effective child abuse prevention strategies succeed because of partnerships created among citizens, human service agencies, schools, faith communities, health care providers, civic organizations, law enforcement agencies, and the business community;

NOW, THEREFORE BE IT RESOLVED that the Hyde County Board of Commissioners do hereby proclaim April as "CHILD ABUSE PREVENTION MONTH," and call upon all citizens, community agencies, faith groups, medical facilities, other elected leaders and businesses to increase their participation in our efforts to support families, thereby preventing child abuse and strengthening the communities in Hyde County.

Adopted this the 1st day of April, 2013 in Hyde County, North Carolina.

Barry Swindell, Chair
Hyde County Board of Commissioners

Attested by:

Lois Stotesberry, Clerk to the Board
Hyde County Board of Commissioners

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

Meeting Date: April 1, 2013
Presenter: Wesley P. Smith, Health Director
Attachment: Yes

ITEM TITLE: Public Health Month Proclamation – April 2013

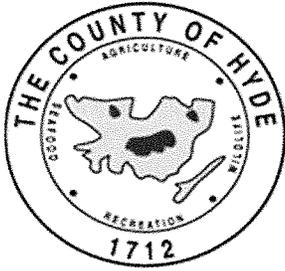
SUMMARY: Hyde County Health Director Wesley P. Smith will provide a power point presentation on “Public Health in North Carolina – a Local Health Department Perspective” read the attached proclamation recognizing April as Public Health Month.

RECOMMEND: ADOPT PUBLIC HEALTH MONTH PROCLAMATION

Motion Made By: Barry Swindell
 Dick Tunnell
 Anson Byrd
 John Fletcher

Motion Seconded By: Barry Swindell
 Dick Tunnell
 Anson Byrd
 John Fletcher

Vote: Barry Swindell
 Dick Tunnell
 Anson Byrd
 John Fletcher



BOARD OF COMMISSIONERS
OF THE COUNTY OF HYDE,
NORTH CAROLINA

PROCLAMATION
PUBLIC HEALTH MONTH
APRIL 2013

WHEREAS, we hereby recognize and acknowledge public health's 132 years of service to the residents of North Carolina and the immeasurable contribution of these services to the quality of life in our State; and

WHEREAS, North Carolina's public health system is a critical component of the state's emergency response to natural and man-made disasters and widespread disease outbreaks in North Carolina; and

WHEREAS, public health measures to control and eliminate infectious diseases, improve environmental sanitation, and promote healthy lifestyle practices have been the greatest cause of improved health status and increased life expectancy for North Carolina's residents, such that North Carolinians now have an average life expectancy at birth of more than 80 years; and

WHEREAS, public health plays a critical role in eliminating health inequities and preventing chronic diseases and injuries, resulting in improved productivity and decreased health care costs for all North Carolinians; and

WHEREAS, a continued focus on promoting public health programs that provide accessible, high quality medical care and that promote healthy lifestyles for women of childbearing has resulted in a more than 11 percent decline in infant mortality, the lowest rate in the state's history; and

WHEREAS, a continued focus on prevention has resulted in a more than 29 percent decline in age-adjusted heart disease death rates since 2000, a more than 38 percent decline in age-adjusted stroke death rates since 2000, and an almost 35 percent decline in the teen pregnancy rate since 2000; and

WHEREAS, state government is committed to a continued emphasis on prevention in Public Health and helping North Carolina reach a better state of health through actions outlined in the Healthy North Carolina 2020 Objectives; and

WHEREAS, the Healthy North Carolina 2020 health objectives represent a 10-year plan to improve the health of all North Carolinians by working to promote access to preventive and needed health services; foster positive and supportive living and working conditions in our communities; and support individuals in developing the capacities and skills to achieve healthy living; and

WHEREAS, communities, employers, hospitals and health care providers, individuals and families, insurers, legislators and policy makers, schools and child care facilities must work together to identify and develop innovative solutions to health problems facing the people of North Carolina;

NOW, THEREFORE BE IT RESOLVED that the Hyde County Board of Commissioners do hereby proclaim April 2013 as “PUBLIC HEALTH MONTH,” and urge our citizens to recognize that public health is working to ensure that all people living in Hyde County are protected from threats such as influenza, food borne disease, injury and chronic diseases such as diabetes, heart disease and asthma.

Adopted this the 1st day of April, 2013 in Hyde County, North Carolina.

Barry Swindell, Chair
Hyde County Board of Commissioners

Attested by:

Lois Stotesberry, Clerk to the Board
Hyde County Board of Commissioners

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

Meeting Date: April 1, 2013
Presenter: Andy Lamm and Robin Jensen
Attachment: No

ITEM TITLE: Government Center and Public Safety Center Renovations

SUMMARY: Presenting Roof repairs for Government Center and Renovations for Public Safety Center

RECOMMEND: Discussion

Motion Made By: Barry Swindell
 Dick Tunnell
 Anson Byrd
 John Fletcher
 Earl Pugh, Jr.

Motion Seconded By: Barry Swindell
 Dick Tunnell
 Anson Byrd
 John Fletcher
 Earl Pugh, Jr.

Vote: Barry Swindell
 Dick Tunnell
 Anson Byrd
 John Fletcher
 Earl Pugh, Jr.

Swan Quarter, Hyde County

**Assessment of Costs for New Parking Areas
On County Property
At the Public Safety Building
And Pavement of Existing Parking Areas
At the Health Department
and Public Utilities Buildings**



April 1, 2013



LAMM ENGINEERING ASSOCIATES, PLLC
Engineering and Design NCBELS P-0748

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Introduction

Lamm Engineering Associates PLLC is a Small Business Enterprise (SBE) whose partners have amassed over 100 years of staff experience in municipal engineering design, including water, sewer, streets, parking, stormwater, steam, chilled water, gas, SUE and surveying. But it is our dedication to completing projects *on time and within budget*, which allows us to complete small projects in a timely fashion for a modest fee.

Lamm Engineering has been actively engaged in the development of projects in Hyde County for more than three years, with the principals of the company embracing a familiarity with the County while tenured at their previous firm, building a strong and vital relationship with more than 8 years of project history.

LEA's corporate and operational office for this project is located in Raleigh, at 4705 Lord Nelson Ct., Raleigh, NC 27610. The contact telephone number for this project is Robin Jensen (919) 606-5901. Additional contact will be Andy Lamm (919) 740-9766. We are never far from Hyde County and attend regular visits as projects necessitate, as a service to our client, and as marketing allows.

Background

Hyde County is interested in re-purposing portions the existing Public Safety facility currently in disuse due to fiscal and staffing requirements. The interior space is comprised of jail cells, common areas, laundry, communications, and security facilities for the operation of a county jail. In repurposing the use of this facility, a reconfiguration of the interior space will be necessary, resulting in a need to provide additional parking and access for staff and visitors.

During the construction of new parking and access to serve the re-purposed facility, it is convenient and cost effective to take this opportunity to pave the existing gravel lots which serve the adjacent facilities.

Scope of this Report

The scope of this report is intended to provide an approximate (within 20%) cost assessment of various site improvements to the parking and driveways associated with the Public Safety Building, the Health Department, and the Public Utilities Building.

Additionally, this report will provide some 'blanket' observations of probable cost for demolition and the reconfiguration of interior spaces of the Public Safety Building to serve new occupants. These costs are provided to assist the reviewer in making informed decisions prior to committing to a full construction project.

Limitations of this Report

This report is intended to provide a 'breadth of scope' assessment of costs to the County (as it relates to site design) to create new parking lots and pedestrian accessways to re-purpose the unused portion of the Public Safety Facility for use by other County Services. The cost to benefits ratio of utilizing this space by county services to in an effort alleviate the requirements of leasing space elsewhere has not been addressed. Any additional savings to the County over time must be taken into consideration when weighing the cost of construction of this project.

The information contained in this report is not all encompassing, and additional surveying, interior upfit, and engineering site design will be required to more accurately determine the probable cost of construction and develop a set of engineering plans and specifications for this project.

Contents

Assessment of costs for paving Public Safety Building Lot
Exhibit 1 – Public Safety Building Lot Layout
Assessment of costs for paving Public Health Department Lot
Assessment of costs for paving Public Utilities Lot
Exhibit 2 – Public Health Department Lot Layout
Exhibit 3 – Public Utilities Lot Layout
Assessment of costs for interior upfit of Public Safety Building
Exhibit 4 – Overall layout of Public Safety Building Interior
Exhibit 5 and 6 Interior details of Public Safety Building upfit

Summary

A site survey has been conducted to determine the extent of new asphalt for each of the three areas under consideration. The cost assessment on the following pages has been broken down into three distinct areas. These areas are 1) Public Safety Building, 2) County Health Department and 3) County Public Utilities.

To aid the reviewer in assessing the overall impact of this project from a budgetary standpoint, this report has been broken into three distinct areas with an additional section devoted to selected items of interior upfit.

Part 1 - the Public Safety Building Parking Areas

Part 1 comprises an estimate of costs for the construction of new parking areas to serve the re-purposed Public Safety Building. This cost estimate includes an approximation of site work, required asphalt, sub-base, compaction, curb and gutter, wheelstops, signage, sidewalk, safety bollards, and storm drainage. A portion of the parking area at the rear of the building may require a retaining wall. Some plantings will be necessary.

Part 2 - the Health Department Parking Areas

Part 2 comprises an estimate of costs for the addition of asphalt over an existing gravel parking lot as well as the deteriorating asphalt entrance drive which serves both the Health Department and the Public Safety Building.

Part 3 - the Public Utilities Parking Areas

Part 3 comprises an estimate of costs for the addition of new asphalt over an existing gravel parking lot and entrance drive.

Part 4 - Selected items of Interior Upfit

Part 4 comprises an estimate of costs for selected demolition of masonry block walls, and a broad spectrum assessment of costs for construction of new office spaces and bathrooms.

Part 1 Public Safety Building

As part of an overall package, The Public Safety Building interior upfits will require adequate parking for new office spaces. The parking lot will hold approximately 60 vehicles, including handicap accessible spaces, walkways, curb and gutter and directional signage. The circulation will consist of both one way and two way travel lanes in a counter clockwise pattern from the side of the building out to the 20' access road which circumscribes the entire facility. Parking at the rear of the facility will abut a short (approximately 4' high) wall adjacent to the building, as the grade slopes away from the foundation to the existing terrain.

Sections of the parking area will require fill and compacted subgrade to provide a proper base for asphalt parking. Some minor storm drainage will be provided to adequately drain the impervious surface away from the structure and into existing culverts along the perimeter of the property.

Existing Demolition and Removal of selected materials \$ 5,000
 Modifications to the site will require some minor demolition and removal.
 An additional sum of approximately \$5000 should cover such items.

Retaining Wall \$ 10,000
 Approximately 120 lf of retaining wall, drainage stone, and concrete foundation

Sidewalks \$ 7,000
 200 lf of 4" thick sidewalk, 5' wide (approximately 250 sq ft) \$15 lf \$3000
 Curb ADA ramps, exterior concrete landing areas, steps \$4000

Safety \$ 7,500
 Signage and Safety Bollards

Pavement Design
 Approximately 8,000 sq. ft. of open area will require some select backfill to bring up to grade 8" of compacted crusher run accompanied by 2" of asphalt pavement 8,000 sq. ft. (890 sq. yd.) @ \$35.00 / sq. yd. \$ 31,150

Approximately 12,000 sq. ft. of open area will require some grading, retaining wall, 8" of compacted crusher run, accompanied by 2" of asphalt pavement. 12,000 sq. ft. (1350 sq. yd.) @ \$30.00 / sq. yd. \$ 40,400

Approximately 34,000 sq ft of 2" layer of asphalt laid over existing gravel drive w/ a grading layer of crusher run. 34,000 sq. ft. (3780 sq. yd.) @ \$15.00 / sq. yd. \$ 56,700

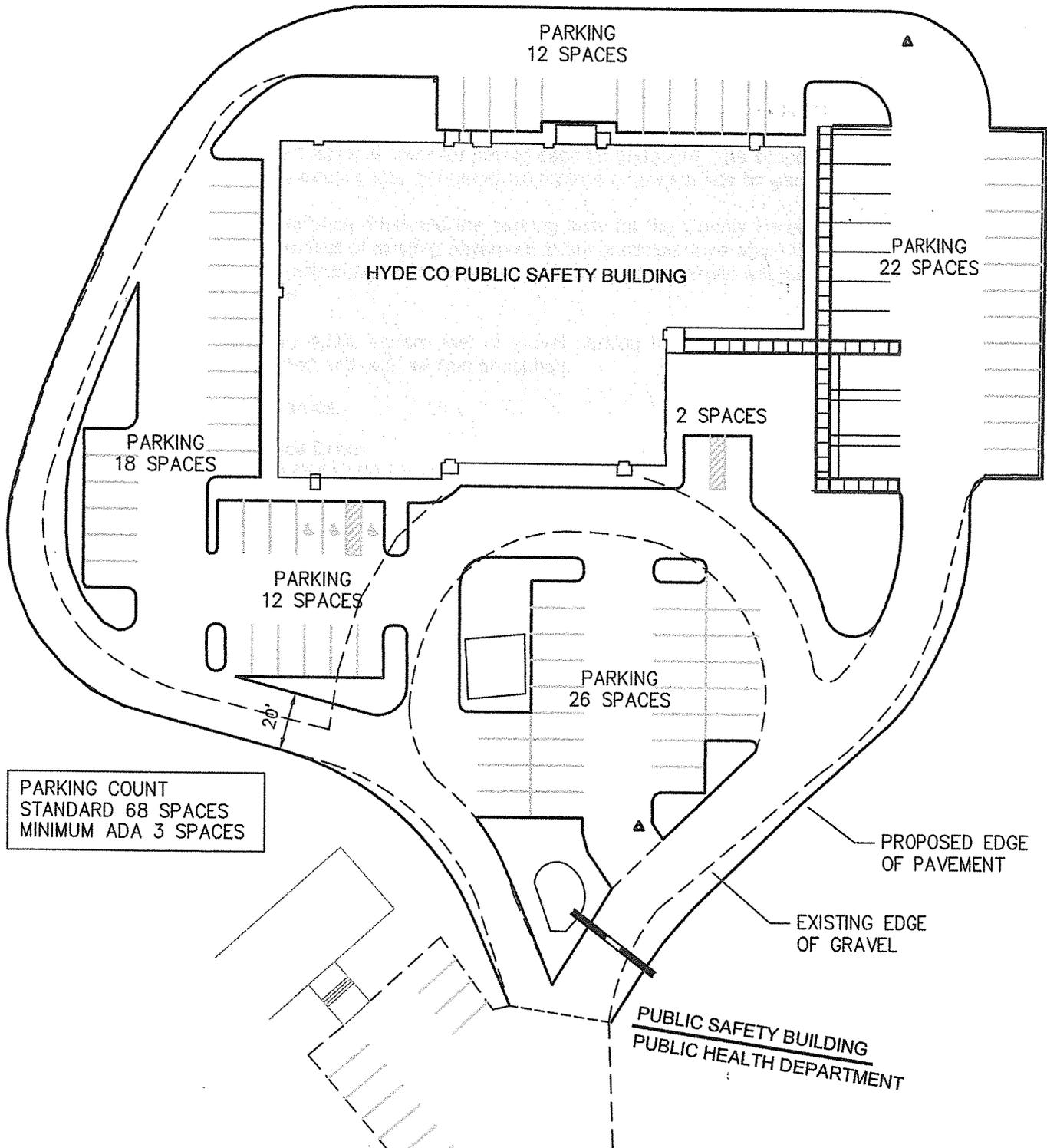
Curb and Gutter, Wheelstops, Striping \$ 8,500
 35 wheelstops @ 50 each \$1750
 250 lf of 18" curb and gutter (\$16 per foot) \$4000
 White 4" wide Striping (18' x 60 Spaces) x \$1.25 per foot \$1350
 Directional striping, No parking striping, Crosswalk striping

Storm Drainage \$ 5,000
 36 lf 24" RCP Pipe (\$38 per foot) \$1368
 Reconstruction of Drainage inlet area \$3000
 4" HDPE perforated drainage piping, 500 lf (approximately)
 Rip Rap lining \$500

Planting and Landscaping \$ 2,000
 Some plantings are recommended to provide canopy over the parking lots

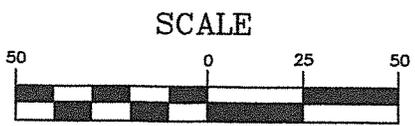
Estimated Total for Part 1 **\$173,250**

Exhibit 1 depicts the new parking areas and alterations or improvements to the existing site.



PARKING COUNT
 STANDARD 68 SPACES
 MINIMUM ADA 3 SPACES

EXHIBIT 1 - PUBLIC SAFETY BUILDING LOT LAYOUT



1 inch = 50 ft.



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Part 2 County Health Department

To maximize the county's cost to benefit ratio during construction, consideration has been given to pave the Health Department and Public Utilities driveways and entrances at this time. An assessment has been performed to determine the additional costs for paving each lot and drive. The scope of this work was not to improve or expand upon the existing lots, but merely to provide a new surface for each of the facilities.

Part 2 encompasses the entrance drive and the parking area for the County Health Department. There is approximately 16,000 square feet of existing pavement at the entrance drive which is in poor to deteriorating condition due to age and weathering. Prior to paving this drive, some gravel will be required to fill potholes and create a uniform surface.

There is also approximately 4,500 square feet of gravel parking in two lots which will require additional gravel, leveled and compacted, with a 2" section of asphalt.

Refer to *Exhibit 2* for these areas.

Asphalt Pavement Entrance Drive	
16,000 sq. ft. (1780 sq. yd.) @ \$12.00 / sq. yd. of asphalt overlay	\$21,360
Asphalt Pavement Parking Area	
4,500 sq. ft. (500 sq. yd.) @ \$15.00 / sq. yd. of asphalt w/ thin layer of crusher run	<u>\$ 7,500</u>
Estimated Total for Part 2	\$28,860

Part 3 County Public Utilities

As previously noted, the county will have construction crews on site to pave the Public Safety Building lot.

Part 3 is a cost analysis to pave the entrance drive and parking area for the County Public Utilities Offices at the same time. This part of the assessment consists of a gravel drive approximately 20' wide with adjacent areas for parking. Most of the gravel parking area is delineated by landscaping timbers. Only a sidewalk leading from the parking to the Public Utilities office is present. No additional sidewalk is planned for construction at this time. Paving this area will also serve several other buildings abutting the parking lot and adjacent to the Health Department Facility. Approximately 17,000 square feet of gravel parking area will need some crusher-run gravel spread, leveled and compacted, followed by a 2" layer of asphalt.

Reference *Exhibit 3* for details of this area.

Asphalt Pavement	
17,000 sq. ft. (1890 sq. yd.) @ \$15.00 / sq. yd. of asphalt w/ thin layer of crusher run	\$ 28,350
Estimated Total for Part 3	\$ 28,350

In summary, new asphalt pavement is required for parking areas during the Public Safety Facility upfit. At that time, it is both a cost effective measure and a practical one to utilize the crews in paving existing gravel parking and drive areas serving adjacent facilities under the same construction 'umbrella', eliminating or reduce costs related to performing these tasks separately, such as mobilization of the crew or purchasing and transport of small quantities of materials.

Total to provide asphalt pavement and parking for all three lots:	\$230,500
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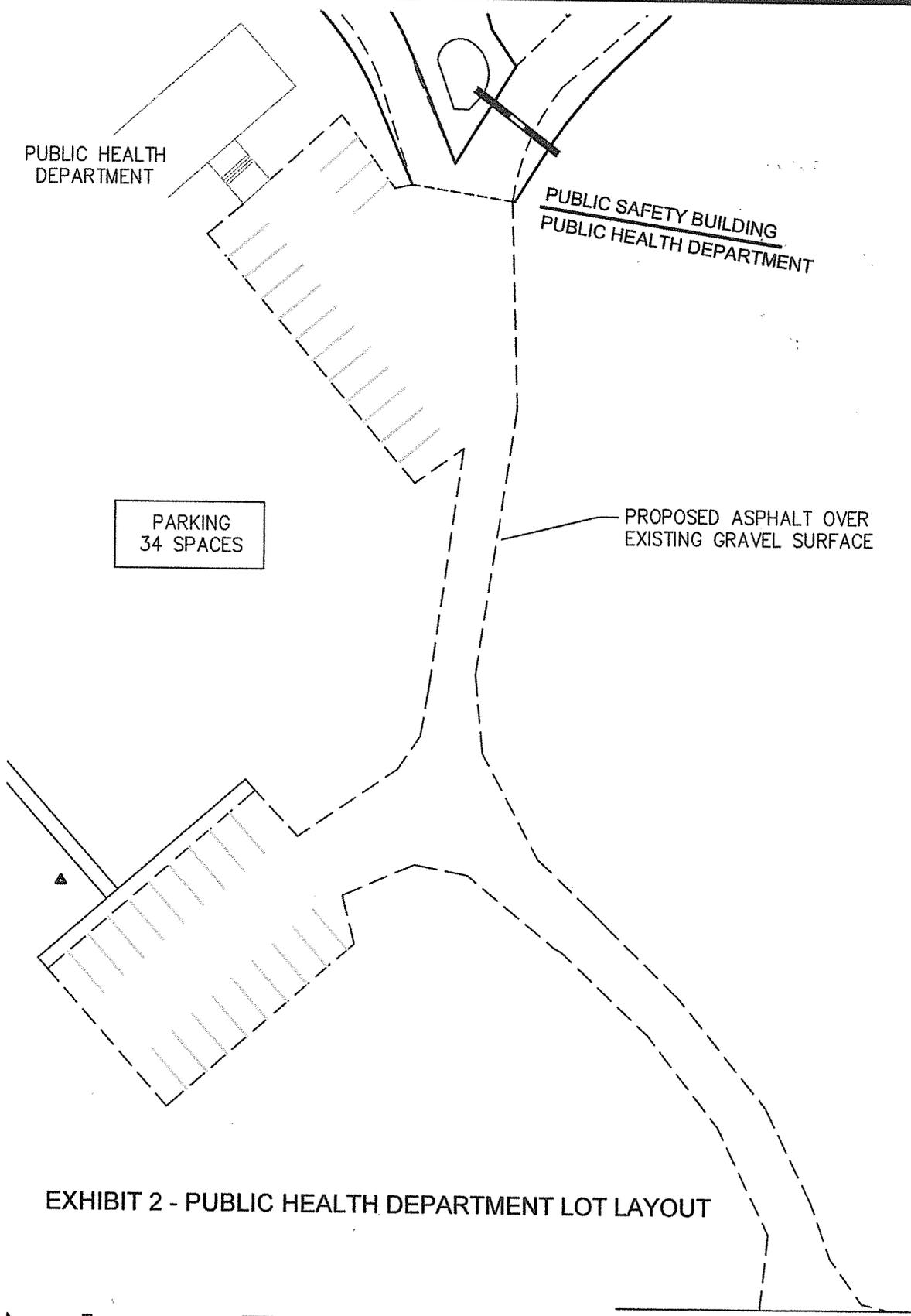


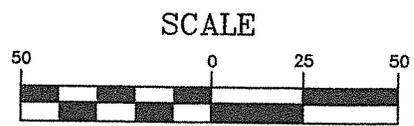
EXHIBIT 2 - PUBLIC HEALTH DEPARTMENT LOT LAYOUT

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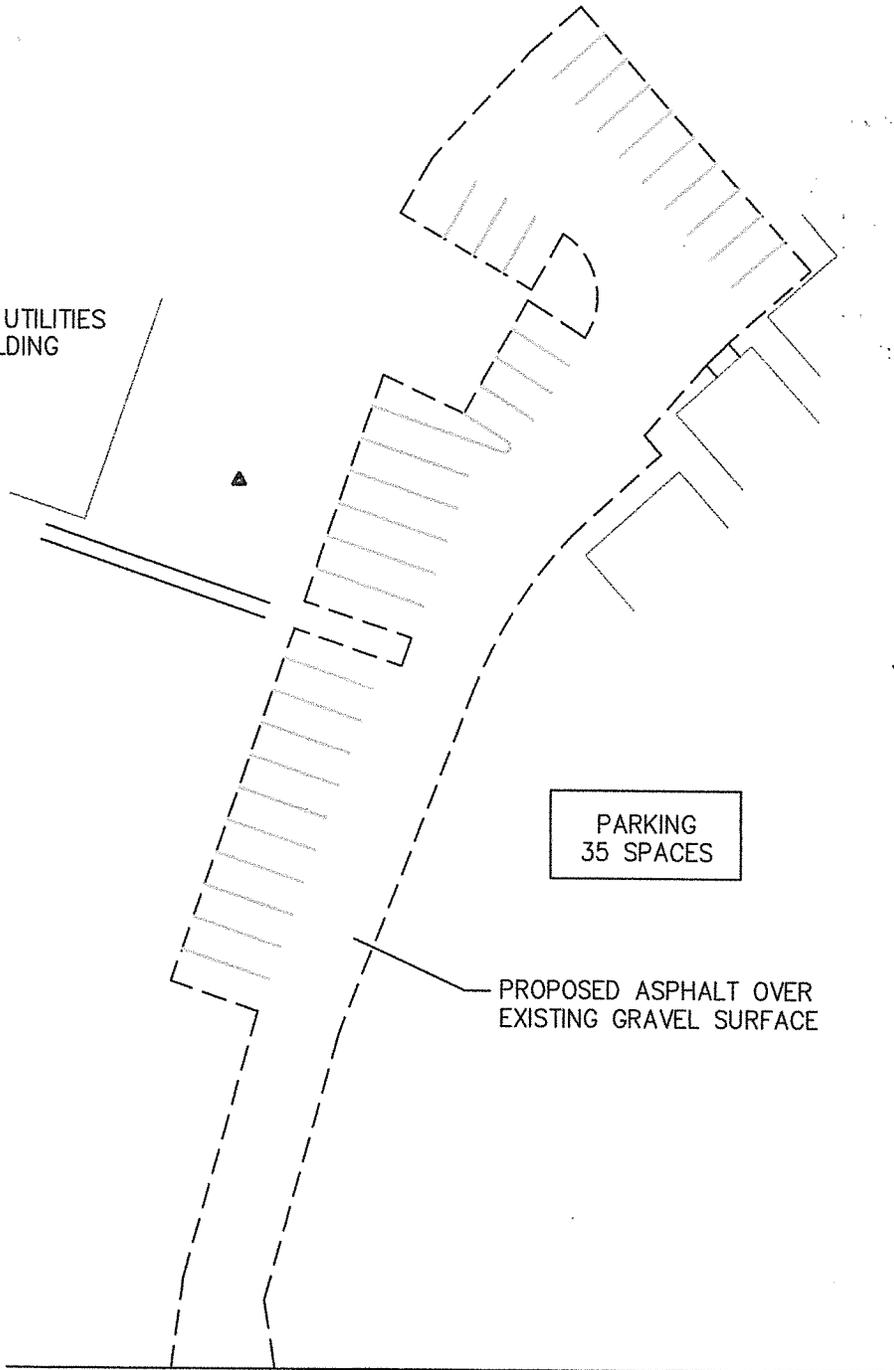
HIGHWAY 264



SCALE

1 inch = 50 ft.

PUBLIC UTILITIES
BUILDING

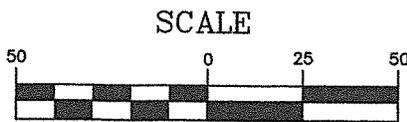


PARKING
35 SPACES

PROPOSED ASPHALT OVER
EXISTING GRAVEL SURFACE

HIGHWAY 264

EXHIBIT 3 - PUBLIC UTILITIES LOT LAYOUT



1 inch = 50 ft.



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Part 4 Public Safety Building Interior Upfit

Part 4 of this report details selected costs for an interior upfit of the Public Safety Building.

The existing structure is primarily composed of masonry block walls with high (9 and 10 foot) ceilings. Each of the original structure's cells were provided with toilet facilities and individual air handling units behind a shared chase wall; these will need to be removed. The cells are too narrow to use as individual offices; separation walls have been removed in places to create more open space. The common areas will be framed for individual offices, and some walls have been pierced to permit walkways and halls. Several areas have been converted to kitchenette type spaces, where a small sink, refrigerator, and coffee pot could be located.

Thirty new offices, a new conference room, a reception area, supply closets, storage, and filing areas have been added as a result of this upfit. Additional areas for filing and storage cabinets or shelves, break areas, bathrooms, and points of accessible exterior egress from the building have been provided in this design.

Removal of Interior Fixtures	\$ 5,000
Removal of Specific Masonry Block Walls Demolition and Removal	\$ 7,500
New Interior Doors 28 wooden interior doors @ 250 each	\$ 7,500
New Exterior Steel Doors 2 Steel Doors fitted with Panic Hardware @ 1000 each	\$ 2,000
Masonry Block Walls Approximately 175 lf Block wall, fill-in doors and patching	\$10,000
Frame and Sheetrock Walls Approximately 300 lf of frame and Sheetrock Wall	\$ 7,500
Mechanical / HVAC Rough estimate only - Final design will determine more accurate cost	\$25,000
Lighting and Electricity Rough estimate only - Final design will determine more accurate cost	\$65,000
New Interior Remodeling Sinks, Shelving, Framing	\$ 8,000
New Bathrooms ADA accessible Toilet and Sink Facility \$13,000 each	\$26,000
Exterior Sewer run to tie to existing system	<u>\$ 2,500</u>

This report, preliminary in nature, is intended to capture the 'broad brush' assessment. As the project continues to develop, a more refined cost analysis will be developed which will identify specific items required to upfit the interior space for use by County offices.

Estimated cost for selected elements of Interior Upfit **\$166,000**

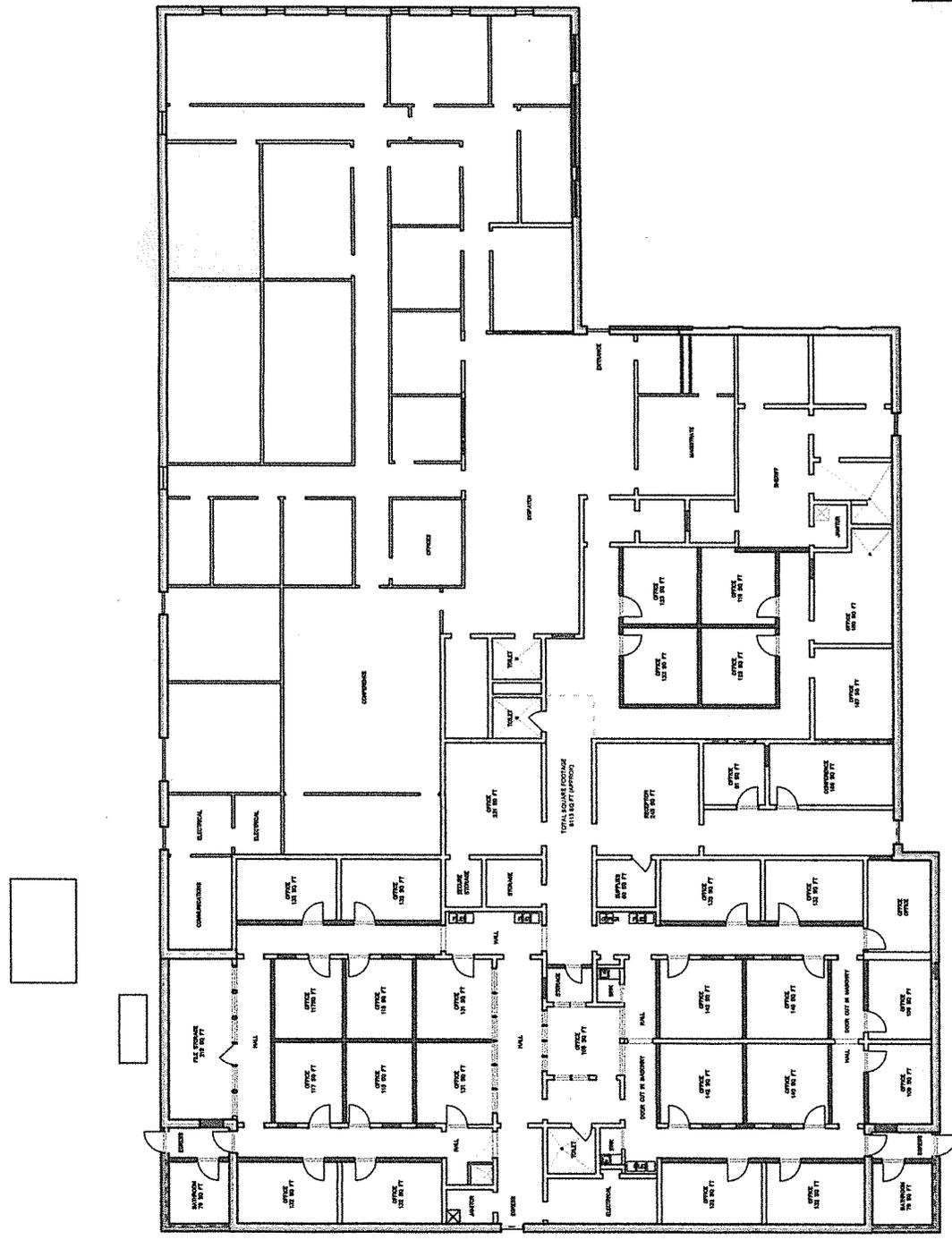
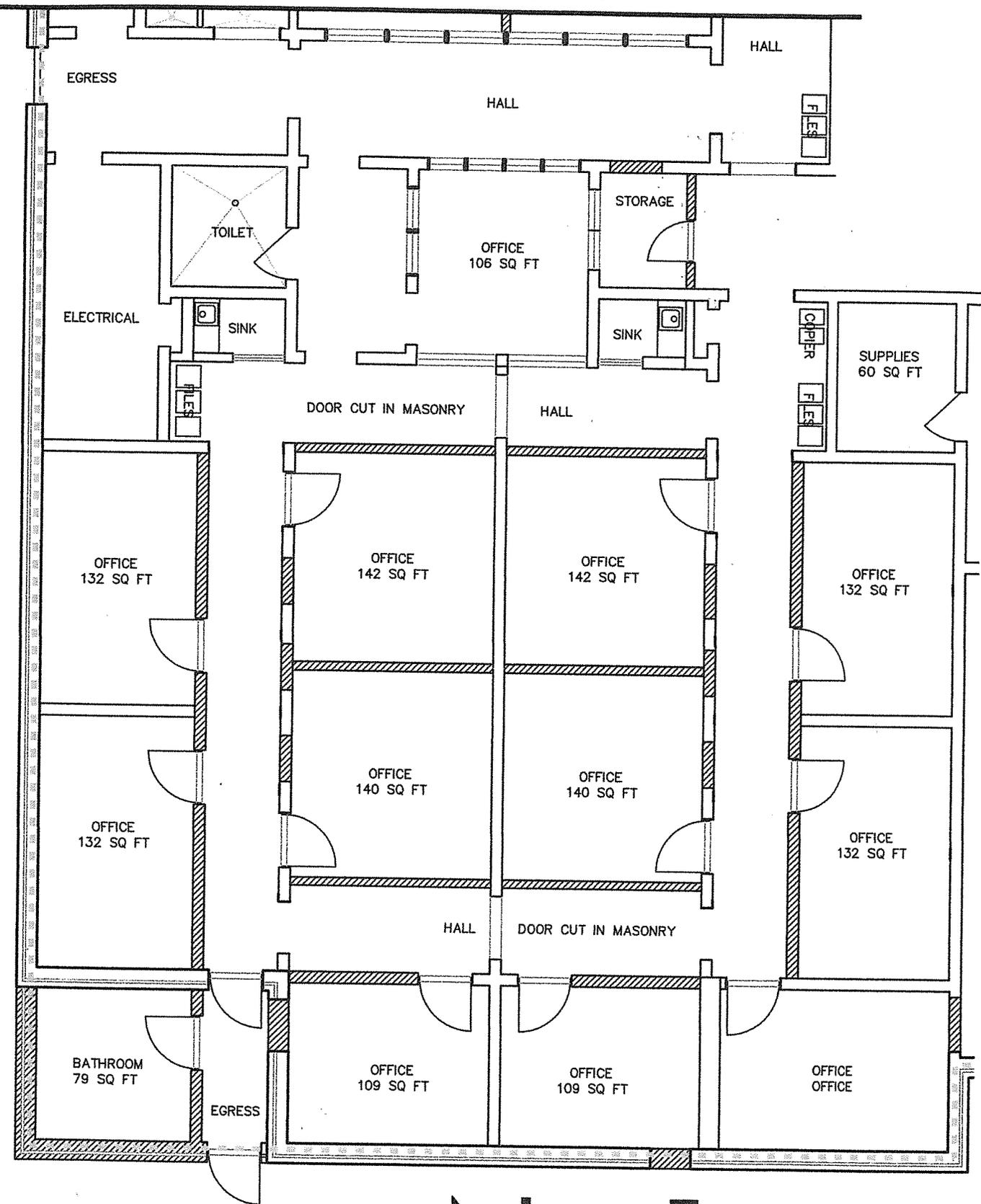


EXHIBIT 4 - OVERALL LAYOUT OF PUBLIC SAFETY BUILDING INTERIOR

1/16" = 1' PLAN SCALE

FOR ADDITIONAL INFORMATION SEE DETAIL 2

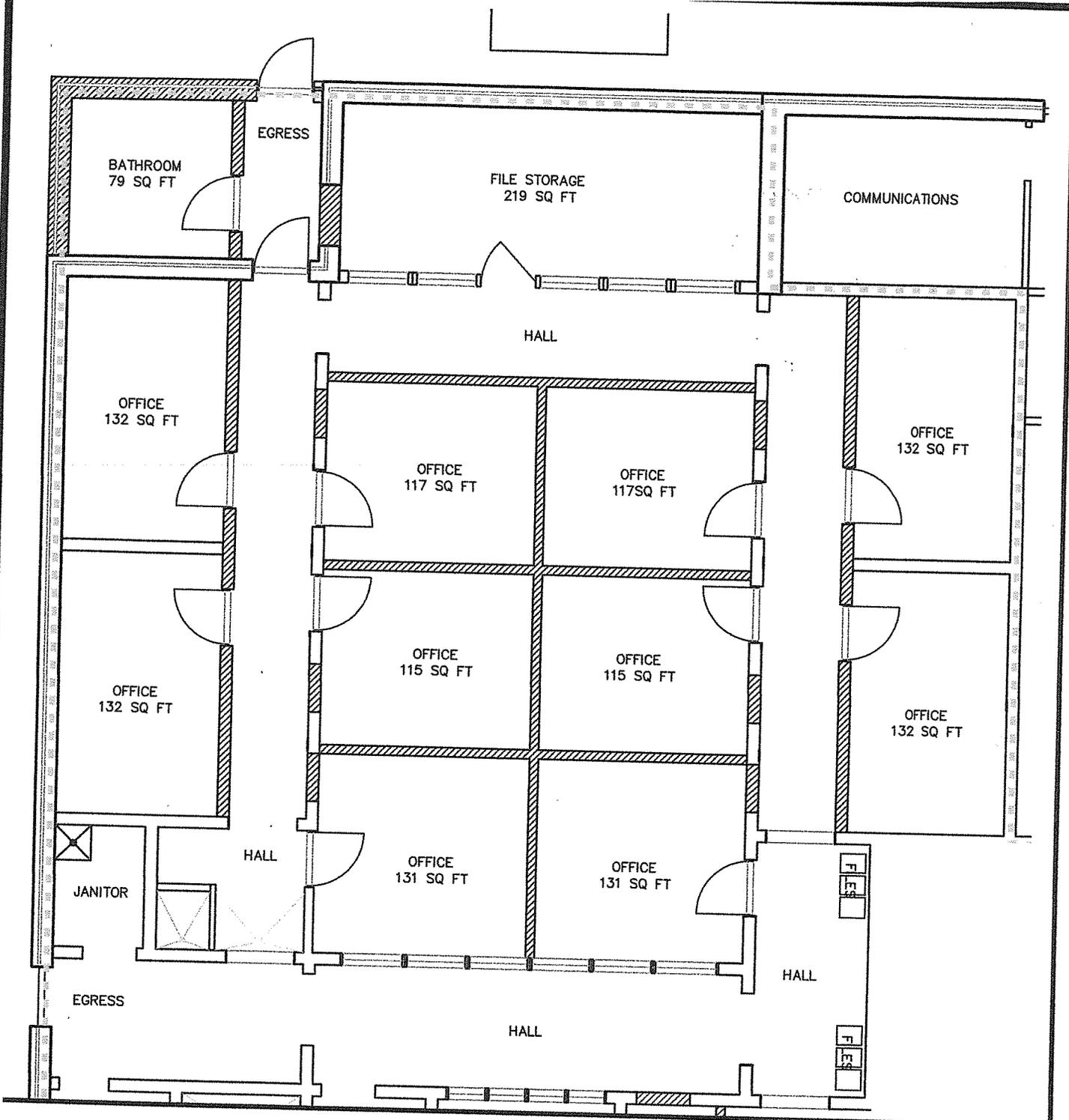


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EXHIBIT 5 - INTERIOR UPFIT DETAIL 1

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FOR ADDITIONAL INFORMATION SEE DETAIL 1



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EXHIBIT 6 - INTERIOR UPFIT DETAIL 2

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Swan Quarter, Hyde County

**Report and Recommendations
for
The Government Center Building
Metal Roof Failures**



April 1, 2013



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Introduction

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Background

The Hyde County Government Center Building was constructed approximately 5 years ago. The method of construction is a brick multi-story structure with a sloped pitch metal roof façade encompassing the majority of the structure, with a flat interior mechanical well to serve the air handling units on the roof of the main building. The front portion of the building is a nominally pitched hip roof. Both sections of roof drain into hidden gutters located along the perimeter of the structure, partially up the roof slope, carrying runoff to down spouts located internal to the building structure, which runs through the walls to flush into storm drainage at the exterior of the structure; more specifically at the curb inlet grates adjacent to the roadway and sidewalk.

The roof drainage system does not evacuate the rain water properly, and as a result backs up into the structure, running down the walls and leaking through the suspended ceiling, resulting in damage to the interior which will ultimately result in degradation of the facility. There are limited drawings to cover the details of the roof drainage system in the plan set which the County possesses; although this was not an "as-built" set of documents, in any event. After much investigation, from examining the space between the floors at the acoustical ceiling to going on the roof, we offer three recommendations to the County.

Scope of this Report

The scope of this report is to provide the County with alternatives of design to correct these deficiencies and allow the county to restore the damage caused to the interior spaces. Three recommendations have been suggested, each with their own estimated costs and impacts.

Summary

An initial investigation has been performed for this project, and several alternatives of design may be utilized to alleviate issues of storm water infiltration and interior damage. These alternatives are summarized below.

Recommendation 1 – Relining Gutters

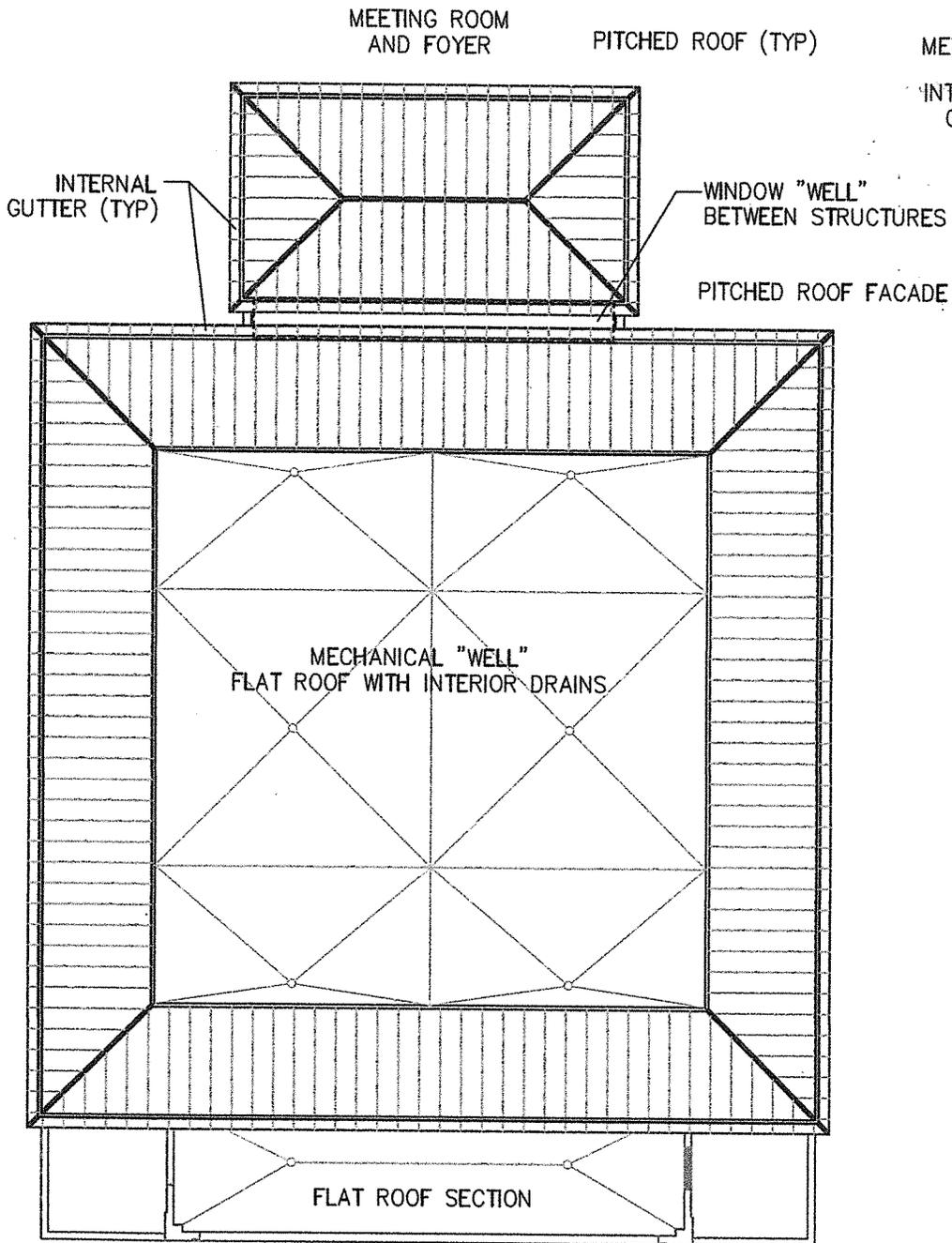
Recommendation 2 – Sheeting over existing gutters to match existing roof

Recommendation 3 – Replacement of the faulty roof to eliminate gutters

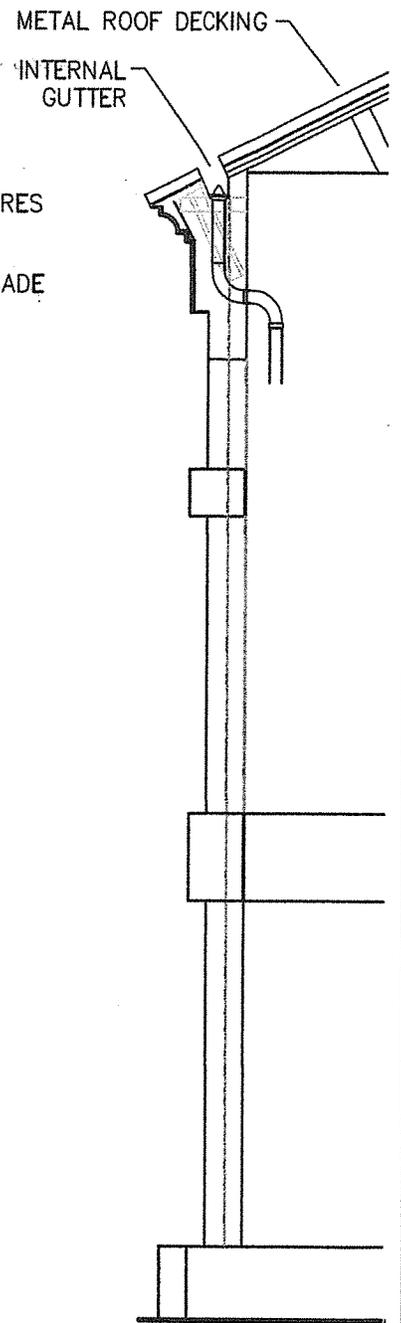
Recommendation 1 – Relining of the existing gutters with some manner of waterproof material, or sheathing the gutter with a continuous length of metal to eliminate potential points of water infiltration. This is the least preferable option, although this is also the least costly solution to the issues of water infiltration and damage.

Recommendation 2 – Replacement of the lower portions of the metal roof to 'sheet over' the gutters to eliminate the source of water collection and pooling. Stormwater would spill directly off the roof, or alternatively captured by commercial grade gutters affixed to the exterior of the structure.

Recommendation 3 – Replacement of the entire metal roof, eliminating the internal gutters at that time. New commercial grade gutters would be affixed to the exterior of the structure, draining at the ground level. This is the most preferable option of the three, although cost considerations must be evaluated during design.

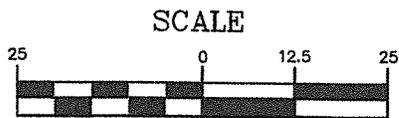


GOVERNMENT CENTER ROOF PLAN



VIEW AT ROOF GUTTER

OVERALL PLAN
HYDE CO PROJECT 13.04



1 inch = 25 ft.



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Recommendation 1 Relining the Gutters

The County Government Center Building shows evidence of stormwater penetration to the interior of the structure due to original design and construction of the roof and gutter system. The first recommendation addresses the immediate need to resolve penetration of stormwater into the interior spaces via the gutter itself, although this resolution does nothing to alleviate the undersized drains which exist within the interior walls.

In our initial investigation, it was determined that the rainwater capture methodology, especially above the County Commissioners' meeting room, did not adequately drain rain water, either through lack of slope or through lack of adequate downspouts. The gutters appear to lay flat, allowing water to pond within them and penetrate to the interior of the building at the seams. There do not seem to be enough downspouts around the perimeter of the roof structure to permit water to drain from the gutters.

The first design alternative considered would be to re-line the gutters to seal them against water penetration and create a new slope within the gutters themselves to develop positive drainage to the downspout orifices.

This alternative would minimize ponding of water in the gutters due to a failed slope condition and thereby minimize the water that could back up above the gutter line into the soffit, at the seams, and other points of penetration to the interior of the structure. Further investigation, however, revealed the internal drain piping within the Government Center walls appears a greater issue than even the lack of slope within the gutters themselves.

All of the collector lines within the walls are undersized for the stormwater conveyance needs of the roof, with some of the lines laid flat within the space between the upper and the middle floors, thereby controlling the volume of discharge which can be provided by the system. These constrictions and lack of slope cause any rainwater collected by the gutters to back up, creating a pooling or even an overflowing condition, therefore defeating the purpose of the gutters entirely. Water which is permitted to pool within the gutters will penetrate to the interior of the facility, continuing to cause damage to the interior of the facility.

Replacing the undersized lines in the walls is cost-prohibitive. Any attempt to correct these deficiencies will create a major disruption in the daily function of the Government Center Building. These drain pipes go all the way to the ground level and beneath the bottom floor concrete slab. It is not sound engineering design to upsize the pipes within the wall only to reduce their diameter at the slab back to original design parameters, as this will only result in water backing up for the full height of the pipes within the walls. It is not possible to correct the undersized pipe beneath the slab without major construction. Solutions to ultimately resolve the water backing up within the drainage system by this design alternative are cost-prohibitive to rectify.

Exhibit 1 depicts the overall plan view of the roof structure and a detail showing the drain through the interior of the structure.

This option is the least preferable recommendation and nearly cost prohibitive to accomplish.

Costs

Crew Labor	2 week Construction	\$ 25,000
Repair any damaged wood and flashing	(estimated)	\$ 5,000
Gutter re-lining for positive drainage		<u>\$ 5,000</u>
6" Aluminum lining material with mastic and additional spray lining to seal seams		

Estimated Construction Cost for Recommendation 1 **\$ 35,000**

Note that this does not include ANY replacement of the interior piping, and does not solve the drainage / leakage problems due to the restrictions in the inadequate internal drain pipe sizing. The leaks inside the building structure are occurring around the piping in different locations. That damage is directly correlated to the inadequate internal piping and their installation, and not directly related to the gutters completely. There may be damage around the gutters themselves due to the overflowing into the soffit area, but that damage would become apparent if the gutters were dismantled.

Recommendation 2 Sheeting over Existing Gutters to Match Existing Roof

The County Government Center Building shows evidence of stormwater penetration to the interior of the structure due to original design and construction of the roof and gutter system.

The second design alternative considered within this report is to remove the lower portion of the roof (below the internal gutter system) and extend the existing metal roofing panels over the existing internal gutters. This will allow the rainwater to simply run off the roof, rather than be captured and conveyed through a substandard interior system prone to penetration and failure. Rainwater would be permitted to cascade to the ground, or alternatively, architectural gutters would be attached to the roof in typical fashion, using exterior downspouts to convey the water to the ground on the outside of the building. This will eliminate any further infiltration to the interior of the structure through the drainage system. The interior drains and downspouts would be abandoned within the walls.

Investigation revealed the roof was not constructed according to the approved design plans, or has settled greater than the original design allowed, as some of the roof panels above the gutter system do not line up in a smooth transition with the roof panels directly below the gutter system. At several points there is evidence of substantial sag in the roof over the County Commissioners meeting room, which may dictate roof trusses may need to be replaced as well.

There are other areas that the pitch of the upper and lower panels of the roof doesn't line up, so those areas would need to be removed and rebuilt with metal trusses and decking.

While the color and materials may be matched to fit the existing roof, esthetically, the finished roof will have a seam running the perimeter where the two panels meet, reducing the overall appearance of the facility. If it is revealed that the upper and lower portions of the roof structure do not match adequately to provide support for an extended roof panel, sections of the roof substructure will require removal and reconstruction.

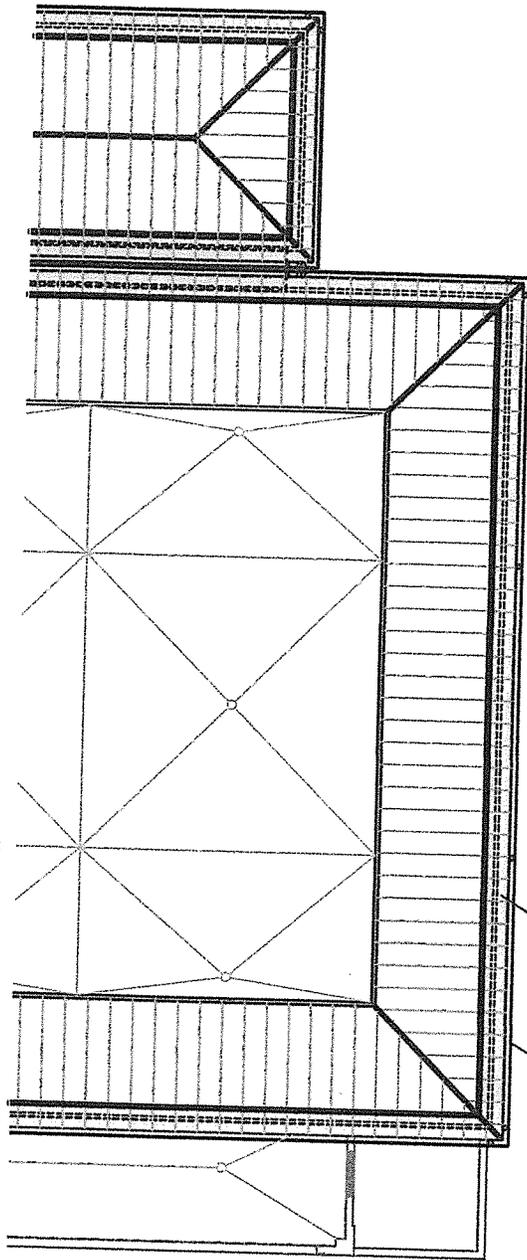
Exhibit 2 shows examples of this alternative.

This is the least costly practical solution to the issues of water penetration and failed drainage system.

Costs

Removal of old roof sections		\$ 5,000
Re-build a percentage of the lower Roof Trusses	Complete	\$ 13,000
Metal Roof	Complete	\$ 7,000
Sheathing, Flashing and Underlayment	Included in Roof Cost	
Crane	Ten Days Use	\$ 12,000
Crew Labor	1 Month Construction	\$ 48,000
Gutter	8" Copper - 14 Downspouts	<u>\$ 15,000</u>

Estimated Construction Cost for Recommendation 2 **\$ 100,000**

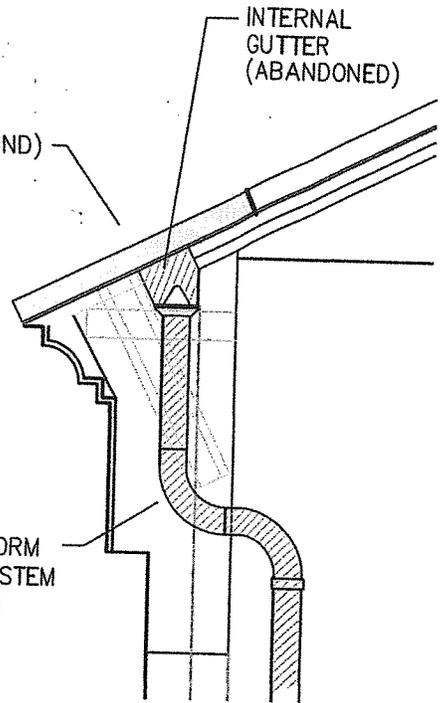


EXAMPLE OF NEW ROOF DECKING SECTION

NEW METAL ROOF DECKING SECTION (TYPICAL ALL AROUND)

INTERNAL GUTTER (ABANDONED)

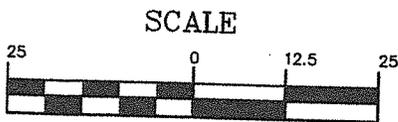
INTERNAL STORM DRAINAGE SYSTEM (ABANDONED)



EXAMPLE OF NEW DECKING SECTION

NEW METAL ROOF DECKING SECTION OVER ABANDONED INTERNAL GUTTER (TYPICAL ALL AROUND)

OPTIONAL NEW ARCHITECTURAL GUTTERS



1 inch = 25 ft.

ALTERNATIVE 2



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Recommendation 3 Replacement of the Faulty Roof to Eliminate Failing Gutters

Options have been explored to resolve this substantial interior damage and permanently fix the roof and storm drainage issues. The controlling problem is the stormwater downspouts within the walls of the building are inadequately sized and sloped to adequately transfer many rainfall events, thus causing back-ups in the system and damage-causing leakages. These interior pipes are cost prohibitive to locate, remove and replace because of the building interior damage that would be caused to perform that option. The roof itself has areas of poor construction, as sagging has begun to occur in areas over the conference room.

It has been determined that the most cost-effective solution would be to remove the existing roof, replace the failing sections of the substructure at the front portion (over the conference room) with steel trusses and install a new metal roof similar to the style, materials, and color of the current roof, eliminating the internal gutter system entirely. Rainwater runoff can cascade freely from the roof, or optionally be captured by architectural gutters and downspouts affixed to exterior of the structure.

Removal of old roof		\$ 20,000
Metal Roof Trusses	Delivered	\$ 30,000
Metal Roof	Complete	\$ 25,000
Sheathing, Flashing and Underlayment	Included in Roof Cost	
Crane	Ten Days Use	\$ 12,000
Crew Labor	1 Month Construction	\$ 48,000
Gutter	8" Copper - 14 Downspouts	\$ 15,000
Estimated Construction Total		\$ 150,000

Recommendation 3 is the preferred design alternative and the balance of project costs are based upon this figure.

Fees, Inspection and Contingencies

Engineering Design	10%	\$ 15,000
Mechanical Design	7.5%	\$ 11,250
Inspection	5%	\$ 7,500
Contingency	10%	\$ 15,000
Non Construction Total		\$ 48,750

Estimated Total Government Center Roof Improvements \$ 198,750

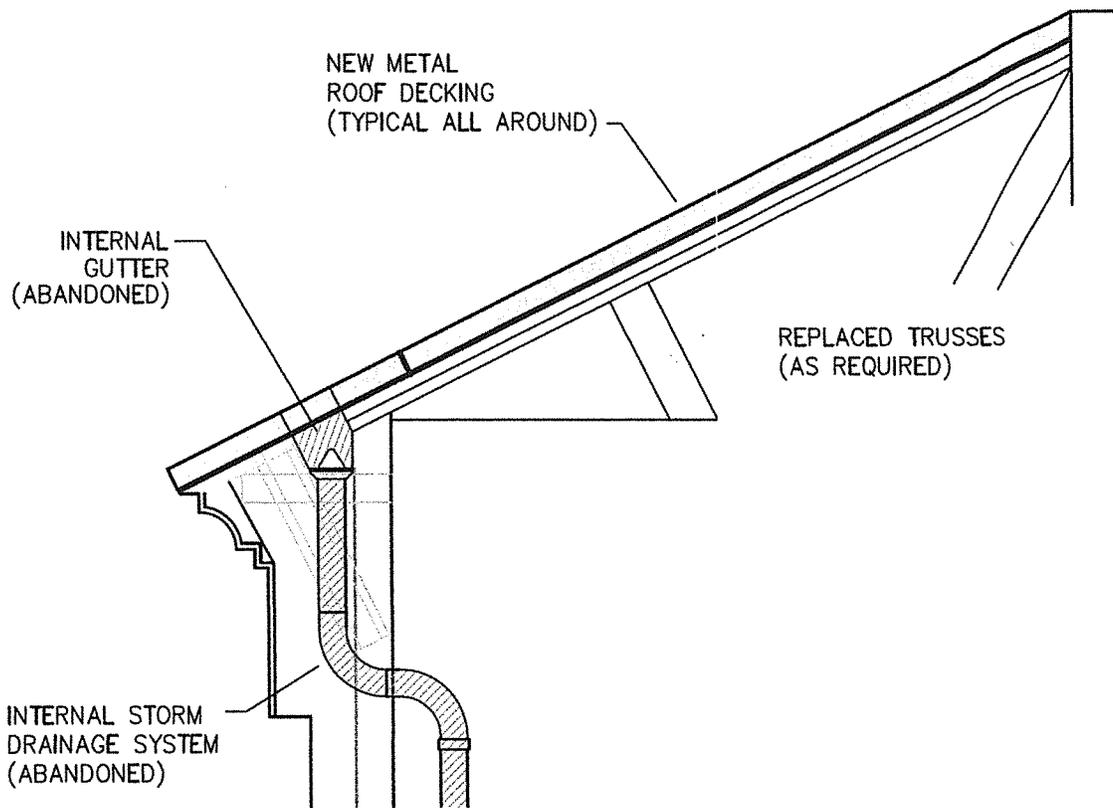
Supplemental – Sealing off the Window ‘Well’ to eliminate Collection and Infiltration

Supplemental – No matter which recommendation is ultimately selected for construction, it will be necessary to formulate a design to enclose the window ‘well’ between the main Government Center Structure and the front entrance / meeting room to eliminate rain water collecting and penetration to interior spaces.

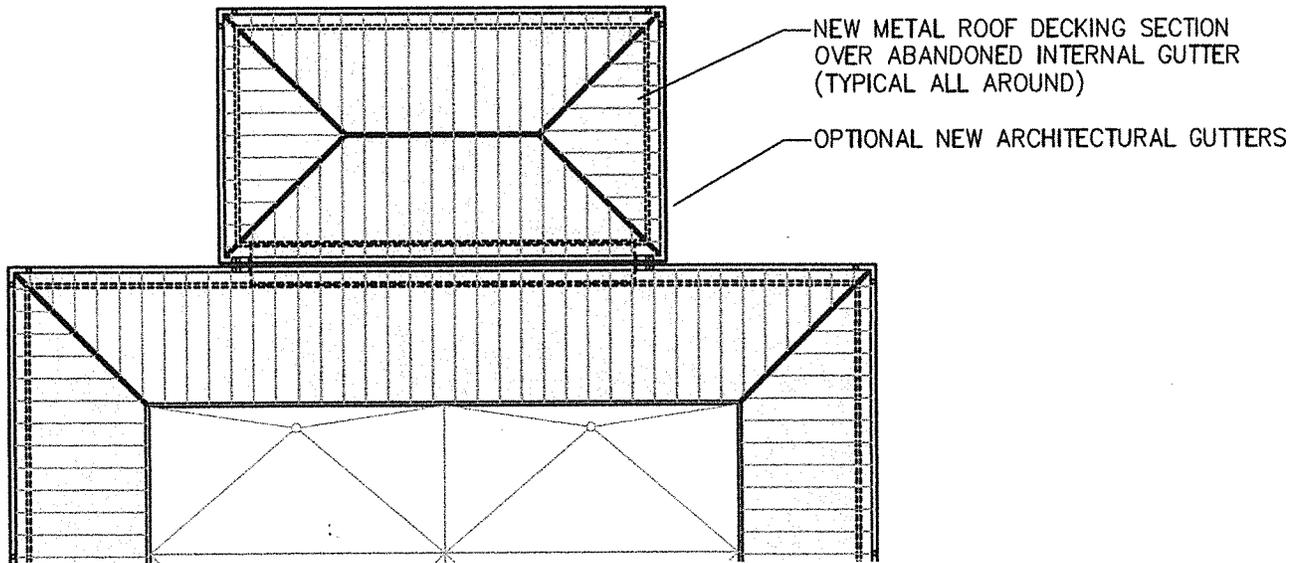
The window well between the two structures will need to be covered over, preferably with a non-permeable material, sloped from the center of the building out to the edge. This will prevent water from collecting in this area, which currently results in standing water penetration at the drain and seams.

The cost for this is incidental to the overall project.

Support (Aluminum piping, metal beam, or other structural material)		\$ 1,000
Impermeable Material	Complete	\$ 2,500
Sheathing, Flashing and Underlayment	Included in Roof Cost	
Crane	One Day Use	\$ 1,250
Crew Labor	4 days Construction	\$ 7,500
Estimated Total Supplemental Cost		\$ 12,250



EXAMPLE OF NEW ROOF DECKING AND TRUSSES



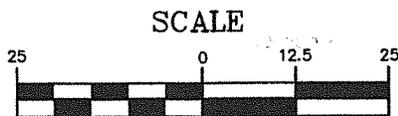
EXAMPLE OF NEW METAL ROOF DECKING

ALTERNATIVE 3



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