

**Hyde County Board of Commissioners' Meeting
December 18, 2006
Minutes**

The Hyde County Board of Commissioners held its regular meeting on Monday, December 18, 2006 at 7:00 PM in the Mattamuskeet School Cafeteria.

Board Members present were:

Charles Spencer, Chair Tom Davis
Alice Armstrong Barry Swindell

Staff members present were:

Connie Burleson, Clerk to the Board
Sid Hassell, County Attorney

Media Present:

Doug Gibbs, The Washington News

Chair Spencer called the meeting to order, Barry Swindell offered prayer and Charles Spencer led the Pledge of Allegiance.

Approval of Agenda

Upon motion made by Tom Davis, seconded by Alice Armstrong, with all Board members voting in favor, BE IT RESOLVED THAT the Board approved the agenda as amended. The following issues were added:

Change Orders for CDBG-SA Shirleen Kennedy and Ronald Voliva
Closed Session Personnel and to Receive Legal Advice from Attorney
Employment Agreement Amendment Kevin Howard
TIP Approval
Linda Basnight Mapping Update
Lake Road Porta Jons
Salary Increase Connie Burleson

Public Comments

The meeting was opened to receive public comments. Public Comments were received on the following issue:
Merger between Tideland Mental Health and Albemarle Mental Health

Approval of Minutes December 18, 2006

Upon motion made by Barry Swindell, seconded by Tom Davis, with all Board members voting in favor, BE IT RESOLVED THAT the Board approved the November 20, 2006 minutes as submitted.

Budget Revisions and Transfers

Upon motion made by Alice Armstrong, seconded by Barry Swindell, with all Board members voting in favor, BE IT RESOLVED THAT the Board approved the following Budget Revisions and Transfers as submitted:

(FO USE) IDT #	DEPARTMENT	ACCOUNT #	LINE ITEM ACCOUNT NAME / EXPLANATION	DEBIT	CREDIT
21	Rescue	105920.1700	Vehicle Maintenance	\$3,000	
		105920.3100	Gas, Oil, Tires		\$3,000
BR#			Transfer to Cover Anticipated Repairs		
13	Rescue	105920.7400	Equipment	\$11,500	
		103980.0002	Transfer from Rescue Donations Mainland Transfer from Rescue Donations Mainland to Purchase Replacement Defib. Equipment for 3 Unit-Upgrade on Trade in		\$11,500
	DSS		Crisis Intervention	11,307	
			Federal Funds		11,307

Rudy Austin and Alice Keeney – Resolution to Support Commercial Fishing Industry in Hyde County

Upon motion made by Barry Swindell, seconded by Alice Armstrong with all Board members voting in favor, BE IT RESOLVED THAT the Board adopted the Resolution Supporting the Commercial Fishing Industry in Hyde County. FOR COMPLETE RESOLUTION SEE MINUTE DOCKET FOLDER COUNTY MANAGER'S OFFICE.

Linda Basnight, Tax Administrator – GIS Mapping Update

Ms. Basnight presented an update on the GIS Mapping Project. The mapping will be accomplished in two phases. Phase I – Fly County in Order to provide county-wide color aerial photography.

Phase II – three interrelated processes

1. Develop road centerlines, address ranges, address building points with address attribute and develop Computer Aided Dispatch (CAD) data.
2. Tax parcel mapping for GIS using deeds, plats, surveys and other appropriate legal conveyances.
3. GIS implementation, training and support for County Tax and E-911 offices.

RFQ's will be sent to companies in next few days. RFQ's should be returned by end of January 07 and negotiations will begin shortly after.

Hyde County Subdivision Ordinance Amendment

Upon motion made by Barry Swindell, seconded by Alice Armstrong with all Board members voting in favor, BE IT RESOLVED THAT the Board adopted the Hyde County Subdivision Ordinance Amendment. FOR COMPLETE SUBDIVISION ORDINANCE AMENDMENT SEE MINUTE DOCKET FOLDER COUNTY MANAGER'S OFFICE.

Reed Whitesell, Holland Consulting Planners

Mr. Whitesell presented several items to the Board.

1. **FY05 CDBG-RS Close Out Public Hearing** – Upon motion made by Barry Swindell, seconded by Tom Davis with all Board members voting in favor, BE IT RESOLVED THAT the Board opened the Public Hearing to receive comments for the CDBG-RS Close Out. Mr. Reed Whitesell gave an update of the project. All project activities are complete.
Upon motion made by Tom Davis, seconded by Alice Armstrong with all Board members voting in favor, BE IT RESOLVED THAT the CDBG-RS Close Out Public Hearing closed.
2. **FY07 CDBG-SS Public Hearing** – Upon motion made by Tom Davis, seconded by Barry Swindell with all Board members voting in favor, BE IT RESOLVED THAT the Board opened the Public Hearing to receive comments on the FY07 CDBG-SS Project. Mr. Reed Whitesell gave an overview of the project. The application deadline is March 1, 2007.
Upon motion made by Tom Davis, seconded by Alice Armstrong with all Board members voting in favor, BE IT RESOLVED THAT the Public Hearing closed.
3. **Award of Contract for Preparation of FY07 CDBG-SS Application** – Upon motion made by Tom Davis, seconded by Barry Swindell with all Board members voting in favor, BE IT RESOLVED THAT the Board awarded the contract for Preparation of FY07 CDBG-SS Application to Holland Consulting Planners for \$3,500 contingent upon receipt from the State of NC approving the same. FOR COMPLETE CONTRACT SEE MINUTE DOCKER FOLDER.
4. **Award of HMGP Elevation Contracts** – Upon motion made by Barry Swindell, seconded by Alice Armstrong with all Board members voting in favor, BE IT RESOLVED THAT the Board awarded the HMGP Elevation Contracts as follows:

Unit	Scope of Work	Contractor	Contract Amount
H003	Foundation	Everett Builders	\$34,800
H004	Foundation	Everett Builders	\$21,500
H007	Foundation	Everett Builders	\$39,000
H010	Foundation	Steve Davis	\$36,665
H018	Foundation	Everett Builders	\$42,000
H025	Foundation	Everett Builders	\$36,000
H003-H025	Elevation	Worth Hare	\$66,000 Cumulative

5. **Approval of Final Budget Revision Y04 CDBG-RS Project** – Upon motion made by Alice Armstrong, Seconded by Barry Swindell with all Board members voting in favor, BE IT RESOLVED THAT the Board approved the Y4 CDBG-RS Final Budget Revision as presented. FOR COMPLETE REVISION SEE MINUTE DOCKET FOLDER.
6. **Approval of Revised Relocation Assistance Policy** – Mr. Whitesell requested a revision to the relocation assistance policy that would increase the differential payment from \$15,000 to \$25,000. No Action was taken
7. **Approval of Contract Award for FY05 CDBG-SA Rehabilitation** – Upon motion made by Barry Swindell, seconded by Alice Armstrong with all Board members voting in favor, BE IT RESOLVED THAT the Board awarded the Rehabilitation Contract to Stephen Wayne Davis, low Bidder. Bids received as follows:

Contractor	Price
Stephen Wayne Davis	\$37,865
Jeffrey Dudley	\$47,850
Gilbert Everett	\$50,000
Walter Wittneben	\$52,250

8. **Approval of Request for Waiver of Hyde County Relocation Requirement for HMGP Buyout Participant** – Upon motion made by Barry Swindell, seconded by Alice Armstrong with all Board members voting in favor, BE IT RESOLVED THAT the Board granted a waiver to William and Dorothy Equils of the Hyde County Relocation Requirement for HMGP Buyout Program. Mr. & Mrs. Equils requested the waiver due to Health issues.

Barbara Moore, Tideland Mental Health

Ms. Moore gave the Board an overview of the proposed merger between Tideland Mental Health and Albemarle Mental Health. Dr. Kolappa gave a presentation of mental health services in the region. A request was made to the Board to adopt a resolution supporting the Tideland Albemarle Mental Health Services Merger. No action was taken and the issue will be considered at future meeting.

Bryant Hardison

Mr. Bryant Hardison representing Charlie Martin requested a plat and requested variances to the Subdivision Ordinance. After much discussion and upon motion made by Tom Davis, seconded by Barry Swindell with all Board members voting in favor, BE IT RESOLVED THAT the Board approved the plat as presented with variances. Road width will be 42' and Mr. Doug Tunnell will not be required to survey the adjoining property.

Mr. Tunnell will only survey the portion that Mr. Martin will be purchasing. SEE MINUTE DOCKET FOLDER FOR PLAT.

Derrick Smith, Timberline – The Preserve Phase II

Upon motion made by Tom Davis, seconded by Barry Swindell with all Board members voting in favor, BE IT RESOLVED THAT the Board approved The Preserve Phase II plat as submitted. SEE MINUTE DOCKET FOLDER FOR PLAT.

Don Faulkner—Ralph Jarvis Property Preliminary Plat

Upon motion made by Barry Swindell, seconded by Alice Armstrong BE IT RESOLVED THAT the Board grant Tom Davis permission to abstain from voting on plat issues pertaining to Mr. Don Faulkner. Motion carried with a vote of 3 to 0.

Upon motion made by Barry Swindell, seconded by Alice Armstrong BE IT RESOLVED THAT the Board approved the Ralph Jarvis Property Preliminary Plat as presented. Motion carried with a vote of 3 to 0. Commissioners Davis abstained. SEE MINUTE DOCKET FOLDER FOR PLAT

Don Faulkner – Preliminary Plat Swan Quarter Landing, LLC

Upon motion made by Barry Swindell, seconded by Alice Armstrong BE IT RESOLVED THAT the Board approved the Swan Quarter Landing, LLC Preliminary Plat as presented. Motion carried with a vote of 3 to 0. Commissioners Davis abstained. SEE MINUTE DOCKET FOLDER FOR PLAT

Tony Spencer, EM Coordinator – Extension of 911 Equipment Maintenance Agreement

Mr. Spencer presented several items to the Board.

1. **Extension of 911 Equipment Maintenance Agreement** -- Upon motion made by Tom Davis, seconded by Barry Swindell with all Board members voting in favor, BE IT RESOLVED THAT the Board approved the extension of the 911 Equipment Maintenance Agreement effective November 18, 2006. FOR COMPLETE AGREEMENT SEE MINUTE DOCKET FOLDER COUNTY MANAGER'S OFFICE.
2. **Viper Tower Agreement** – Upon motion made by Tom Davis, seconded by Barry Swindell with all Board members voting in favor, BE IT RESOLVED THAT the Board approved the VIPER Tower Agreement. FOR COMPLETE AGREEMENT SEE MINUTE DOCKET FOLDER.

Sid Hassell, County Attorney – Employment Agreement Amendment Kevin Howard

Upon motion made by Barry Swindell, seconded by Alice Armstrong with all Board members voting in favor, BE IT RESOLVED THAT the Board approved the Employment Agreement Amendment for Kevin Howard as presented. FOR COMPLETE AGREEMENT AMENDMENT SEE MINUTE DOCKET FOLDER.

Manager's Business

There were several items presented to the Board.

1. **Ocracoke Community Center Board Appointment Lyn Buchanan** – Upon motion made by Alice Armstrong, seconded by Barry Swindell with all Board members voting in favor, BE IT RESOLVED THAT the Board appointed Lyn Buchanan to the Ocracoke Community Center Board.
2. **Ocracoke Community Center Contract for Services Yolanda Contreras** – Upon motion made by Alice Armstrong, seconded by Tom Davis with all Board members voting in favor, BE IT RESOLVED THAT the Board approved the Ocracoke Community Center Contract for Services with Yolanda Contreras for \$165 monthly effective October 1, 2006. FOR COMPLETE CONTRACT SEE MINUTE DOCKET FOLDER.
3. **Change Orders for CDBG-SA Shirleen Kennedy and Ronald Voliva --** Upon motion made by Alice Armstrong, seconded by Barry Swindell with all Board members voting in favor, BE IT RESOLVED THAT the Board approved the change orders for CDBG-SA Shirleen Kennedy and Ronald Voliva as submitted. Change Orders were approved on December 4, 2006 but the incorrect amount was written in the total contract amount. FOR COMPLETE CHANGE ORDERS SEE MINUTE DOCKET FOLDER.
4. **Transportation Improvement Program (TIP) 2007-2011 Project Listing** – Upon motion made by Alice Armstrong, seconded by Barry Swindell, BE IT RESOLVED THAT the Board approved the TIP 2007-2011 Project listing as submitted. The motion carried with a vote of 3 to 1. Commissioner Davis cast the opposing vote. FOR COMPLETE LIST SEE MINUTE DOCKET

Charles Spencer -- Connie Burleson, Interim County Manager

Upon motion made by Alice Armstrong, seconded by Tom Davis with all Board members voting in favor, BE IT RESOLVED THAT the Board approved a salary increase of an additional \$500 for December 2006 (total increase for December is \$1,000). The \$500 a month until a permanent full time County Manager begins employment with Hyde County remains the same.

Alice Armstrong – Lake Road Porta Jons

Upon motion made by Alice Armstrong, seconded by Barry Swindell BE IT RESOLVED THAT the Board approved placement of one porta jon on Lake Road for a six months trail basis with a fence surrounding. The installation and maintenance will be paid with Mainland O-Tax funds. The motion carried with a vote of 3 to 1. Commissioner Davis cast the opposing vote.

Closed Session – Personnel and to Receive Legal Advice

Upon motion made by Tom Davis, seconded by Barry Swindell with all Board members voting in favor, BE IT RESOLVED THAT the Board entered into closed session at Personnel and to receive legal advice. Carl Classen attended the Personnel Session.

Upon motion made by Tom Davis, seconded by Barry Swindell with all Board members voting in favor, BE IT RESOLVED THAT the Board came out of closed session.

Carl Classen, Interim County Manager

Upon motion made by Tom Davis, seconded by Barry Swindell with all Board members voting in favor, BE IT RESOLVED THAT the Board approved hiring Carl Classen as Interim County Manager on a month to month basis effective January 2, 2007. Funds will be transferred from contingency. Sid Hassell, Tom Davis and Charles Spencer will meet with Mr. Classen to negotiate salary.

Informational Items

- EMS November 06 Monthly Report
- Hydeland Home Care Agency Announces its Ranking as One of the 2006 HomeCare Elite
- 2007 Listing of County by Tiers
- Proposal to Establish Military Operations Area
- 2007-08 Legislative Goals

Adjournment

Upon motion made by Tom Davis, seconded by Alice Armstrong with all Board members voting in favor, BE IT RESOLVED THAT the meeting adjourned.

Clerk _____ Chair
Hyde County Board of Commissioners