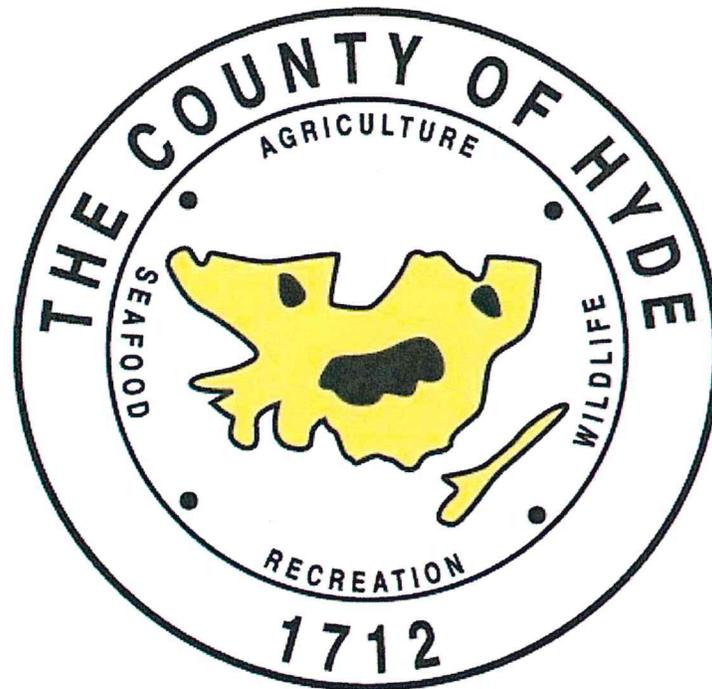


**HYDE COUNTY BOARD OF COMMISSIONERS
MEETING PACKET**

December 1, 2014



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: December 1, 2014
Presenter: Chairman Barry Swindell
Attachment: No

ITEM TITLE: OPENING

SUMMARY: Call to Order
Opening Prayer
Pledge of Allegiance

AGENDA

HYDE COUNTY BOARD OF COMMISSIONERS' ORGANIZATIONAL MEETING

MONDAY, DECEMBER 1, 2014 – 6:00 PM

CALL TO ORDER

OPENING

ORGANIZATION

- 1) Administer Oaths of Office – Brandy Pugh, Clerk of Court
- 2) Opening of Organizational Meeting – Barry Swindell, Chairman
- 3) Nomination and Election of Board Chairman
- 4) Chair Takes Over Organizational Meeting
- 5) Nomination and Election of Vice-Chairman
- 6) Appointment of Board Clerk
- 7) Appointment of Deputy Clerk
- 8) Appointment of County Attorney

COUNTY OF HYDE

Board of Commissioners

Barry Swindell, Chair
Earl Pugh, Jr., Vice-chair
Ben Simmons, III
John Fletcher
Dick Tunnell

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

Bill Rich
County Manager

Fred Holscher
County Attorney

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



November 17, 2014

PUBLIC NOTICE

The Hyde County Board of Commissioners in accordance with NCGS 153A-39, 153A-40 and 143-318.12 (b) (2) will hold an organizational meeting on Monday, December 1, 2014 beginning at 6:00pm in the Hyde County Government Center, Multi-Use Room, and the Ocracoke School Commons Room using electronic conferencing equipment.

The purpose of the meeting is election of Chairman and Vice-Chairman; Commissioners Tunnell, Simmons and Swindell Oath of Office and Establishment of Regular Meeting Schedule.

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

###

Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: December 1, 2014
Presenter: Manager Rich
Attachment: Yes

ITEM TITLE: RESOLUTION TO ADOPT MEETING CALENDAR FOR 2015

SUMMARY: A resolution must be passed by the Board to adopt the official calendar of Board meetings, as directed by General Statute §143-318.12.

“Resolution No. 2014-12-01 – Resolution Of The Hyde County Board of Commissioners Establishing Regular Meeting Dates” is attached for Board approval.

RECOMMEND: Discussion and approval.

Motion Made By: Barry Swindell
 Earl Pugh, Jr.
 Dick Tunnell
 Ben Simmons
 John Fletcher

Motion Seconded By: Barry Swindell
 Earl Pugh, Jr.
 Dick Tunnell
 Ben Simmons
 John Fletcher

Vote: Barry Swindell
 Earl Pugh, Jr.
 Dick Tunnell
 Ben Simmons
 John Fletcher

Board of Commissioners

Barry Swindell, Chair
Earl Pugh, Jr., Vice-chair
Ben Simmons
John Fletcher
Dick Tunnell

COUNTY OF HYDE

30 Oyster Creek Road
PO Box 188
SWAN QUARTER, NORTH CAROLINA 27
252-926-4400
252-926-3701 Fax

Bill Rich
County Manager

Fred Holscher
County Attorney

Lois Stotesberry, CMC, NCCCC
Clerk to the Board



Resolution No. 2014-12-01

**RESOLUTION OF THE HYDE COUNTY BOARD OF COMMISSIONERS
ESTABLISHING REGULAR MEETING DATES**

WHEREAS, pursuant to NCGS 153A-40, the Hyde County Board of Commissioners have elected to adopt a meeting schedule by resolution so that its members and the public may know when Regular meetings of the Board are to be held;

WHEREAS, the Hyde County Board of Commissioners adopted Rules of Procedure on February 4, 2013, calling for Regular meetings on the first Monday of each month, or as otherwise provided;

WHEREAS, nothing in this Resolution shall preclude the Hyde County Board of Commissioners from holding Special or Emergency meetings as such may be allowed by law;

WHEREAS, the Board of Commissioners desires to begin all calendar year 2015 Regular Board Meetings at 6:00 p.m.; and,

WHEREAS, the Hyde County Board of Commissioners utilizes an electronic meeting system for the simultaneous audio and/or video conduct of Regular meetings on both the Mainland and Ocracoke, the sites of such electronic meetings being as follows unless an alternative location is posted on the door of the meeting site:

- "Government Center" means the Multi-Use Room in the Government Center, 30 Oyster Creek Road, Swan Quarter, NC.
- "Ocracoke" means the Commons Area, Ocracoke School, 1 Schoolhouse Road, Ocracoke, NC.
- * means the meeting date is on Tuesday.

WHEREAS, the Hyde County Board of Commissioners, at its Organizational Meeting on December 1, 2014, unanimously moved to call for Regular meetings on the first Monday of each month, or as otherwise provided;

NOW, THEREFORE, BE IT RESOLVED that the Hyde County Board of Commissioners adopts the following schedule for regular Board meetings:

January 5, 2015	July 6, 2015
February 2, 2015	August 3, 2015
March 2, 2015	September 8, 2015 *
April 6, 2015	October 5, 2015
May 4, 2015	November 2, 2015
June 1, 2015	December 7, 2015

BE IT FURTHER RESOLVED that the Clerk is hereby directed to post a copy of this Resolution on the courthouse bulletin board and to publish a summary in the *Coastland Times* newspaper on or before December 30, 2014.

Duly adopted this the 1st day of December, 2014.

Chair, Hyde County Board of Commissioners

SEAL

ATTEST:

Clerk to the Board

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

Meeting Date: December 1, 2014
Presenter: Chairman Barry Swindell
Attachment: Yes

ITEM TITLE: CONSIDERATION OF AGENDA

SUMMARY: Attached are the proposed Agenda for the December 1, 2014, Organizational and Regular Meeting of the Hyde County Board of Commissioners.

RECOMMEND: Review, Amend and Approve.

Motion Made By: Barry Swindell
 Earl Pugh, Jr.
 Dick Tunnell
 Ben Simmons
 John Fletcher

Motion Seconded By: Barry Swindell
 Earl Pugh, Jr.
 Dick Tunnell
 Ben Simmons
 John Fletcher

Vote: Barry Swindell
 Earl Pugh, Jr.
 Dick Tunnell
 Ben Simmons
 John Fletcher

AGENDA

HYDE COUNTY BOARD OF COMMISSIONERS' MEETING

MONDAY, DECEMBER 1, 2014 – 6:00 PM

CALL TO ORDER

OPENING

ORGANIZATIONAL MEETING OF THE BOARD

- 1) Administer Oaths of Office – Brandy Pugh, Clerk of Court
- 2) Opening of Organizational Meeting – Barry Swindell, Chairman
- 3) Nomination and Election of Board Chairman
- 4) Chair Takes Over Organizational Meeting
- 5) Nomination and Election of Vice-Chairman
- 6) Appointment of Board Clerk
- 7) Appointment of Deputy Clerk
- 8) Appointment of County Attorney

RESOLUTION

- 1) Resolution No. 2014-12-01 - Resolution of The Hyde County Board of Commissioners Establishing Regular Meeting Dates

CONSIDERATION OF AGENDA

CONSIDERATION OF MINUTES

- 1) November 3, 2014 – Regular Meeting Minutes

PUBLIC HEARINGS

- 1) Application by Hyde County for Funding Under the Housing and Community Development Act of 1974 (as Amended) – Water Grant Kris Noble

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.

1) APPOINTMENTS

- a) Ocracoke Sanitary District Board Mgr. Rich
- b) RTAC Alternate Member Mgr. Rich

- 2) Board of Education – Request Raise for Board Members Dr. Latimore

- 3) ABC Board Update Meredith Nicholson

- 4) Installation of Pumps on West Canal Daniel Brinn

- 5) West Canal Water Quality/ Tideland EMC Loan Mgr. Rich

- 6) Merging Revolving Loan Funds Kris Noble

- 7) Hyde County Economic Development Grant Program – Proposed Revisions Kris Noble

- 8) Hyde County CDC Lease Kris Noble

- 9) Mainland Occupancy Tax Board – Attribute \$7,500 to Lobbyist Contract Mgr. Rich

- 10) Ethics Training for Local Elected Officials Lois Stotesberry

- 11) 2015 Legislative Goals Conference & Voting Delegate Designation Lois Stotesberry

- 12) Merging Animal Control with Tyrrell County Mgr. Rich

BUDGET MATTERS

- a) BR15-15 – Health – Immunization Action
- b) BR16-15 – Health – Immunization Action Plan
- c) BR17-15 – Health – Communicable Diseases (STD)
- d) BR18-15 – Health – Maternal Health
- e) BR19-15 – Health – Family Connects
- f) DSS – Software/Support 1571

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. The County Manager will present update on projects ongoing in the County. Manager’s calendar included.

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 (in accordance with NCGS143A-318.11(a))

- 1) To prevent the disclosure of information that is privileged or confidential pursuant to the law.
- 4) To discuss matters relating to the location or expansion of industries or other businesses.

ADJOURN

SUPPLEMENTAL INFORMATION

Department Reports

- 1) Tax Department (requires signature)
- 2) Inspections
- 3) S&W Annual Report 2014
- 4) Health Department & Animal Control
- 5) Human Resources

Informational Items

- 1) Swan Quarter Dike Steering Committee Letter
- 2) Gaston County – Resolution in Opposition to the Federal Court Ruling Abolishing the 2012 Marriage Amendment to the North Carolina Constitution
- 3) Moore County – Resolution in Opposition to the Federal Court Ruling Abolishing the 2012 Marriage Amendment to the North Carolina Constitution
- 4) Bladen County – Resolution in Total Opposition of Ruling on “Same-Sex Marriage”
- 5) Yadkin County – Resolution in Opposition to the Proposed Change to the Rule Defining “Waters of the United States”
- 6) PILT Program Presentation
- 7) Letter from Congressman Walter B. Jones supporting Hyde County/NC Marine Industrial Park Authority Proposed NOAA Community-Based Marine Debris Removal Grant Program

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

Meeting Date: December 1, 2014
Presenter: Lois Stotesberry, Clerk
Attachment: Yes

ITEM TITLE: CONSIDERATION OF MINUTES

SUMMARY: Attached are the November 3, 2014 Regular Meeting Minutes of the Hyde County Board of Commissioners.

RECOMMEND: Review, Amend and Approve.

Motion Made By: Barry Swindell
 Earl Pugh, Jr.
 Dick Tunnell
 Ben Simmons
 John Fletcher

Motion Seconded By: Barry Swindell
 Earl Pugh, Jr.
 Dick Tunnell
 Ben Simmons
 John Fletcher

Vote: Barry Swindell
 Earl Pugh, Jr.
 Dick Tunnell
 Ben Simmons
 John Fletcher

1 Meeting Minutes

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

4
5 **Monday, November 3, 2014**

6 Chairman Barry Swindell called the Regular Meeting of the Hyde County Board of Commissioners to
7 order at 6:00pm on Monday, November 3, 2014, in the Hyde County Government Center, Multi-Use
8 Room, and the Ocracoke School Commons Room using electronic conferencing equipment.

9 The following members were present on the mainland: Commissioners Benjamin Simmons, III, Earl
10 Pugh, Jr., Barry Swindell, John Fletcher and Dick Tunnell; Attorney Fred Holscher; County Manager
11 Bill Rich; Clerk to the Board Lois Stotesberry; and, members of the public.

12 The following members were present on Ocracoke: Public Information Officer Sarah Johnson and
13 members of the public.

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

16 **Agenda:**

17 Chairman Swindell asked for changes to the November 3, 2014 meeting Agenda.

18 Commissioner Simmons moved to approve the amended November 3, 2014 meeting Agenda as
19 presented by the Clerk with addition of Items of Consideration – No. 7 – Consideration of Ferry Tolls.
20 Mr. Fletcher seconded the motion. The motion passed on the following vote: Ayes – Fletcher, Pugh,
21 Tunnell, Simmons and Swindell; Nays – None; Absent or not voting – None.

22 **Consideration of Minutes:**

23 Commissioner Pugh moved to approve the October 6, 2014 Board of Commissioners Regular Meeting
24 Minutes as presented by the Clerk. Mr. Fletcher seconded the motion. The motion passed on the
25 following vote: Ayes – Fletcher, Pugh, Tunnell, Simmons and Swindell; Nays – None; Absent or not
26 voting – None.

27 **Public Hearing – Amendment of the Hyde County Code, Ocracoke Development Ordinance,**
28 **Section 36-181:**

29 Commissioner Pugh moved to open Public Hearing on Amendment of the Hyde County Code,
30 Ocracoke Development Ordinance, Section 36-181. Commissioner Simmons seconded the motion.
31 The motion passed on the following vote: Ayes – Fletcher, Pugh, Tunnell, Simmons and Swindell;
32 Nays – None; Absent or not voting – None.

1 Chairman Swindell called for comments from the public.

2
3 **Tom Pahl, Ocracoke** – previously served on the Ocracoke Planning Board. Citizens applying for a
4 travel trailer permit to be used as a full time residence must first comply with Health Department,
5 CAMA and FEMA regulations, then with Hyde County travel trailer permit regulations. He stated it is
6 important that the Board look at the long term future of Ocracoke and recommended the Travel Trailer
7 Ordinance be amended to being virtually unregulated.

8
9 **Corky Pentz, Ocracoke** – is the current Ocracoke Planning Board Chairman. Mr. Pentz stated FEMA
10 and CAMA rules trump all other rules and regulations. If a citizen lives in a travel trailer on Ocracoke
11 more than 30 days he/she must comply with Hyde County travel trailer regulations. A septic system
12 must be accessible; and, a water meter (\$5,000) plus installation cost (\$500) would have to be
13 installed. Mr. Pentz reported he is working with Kris Noble, Planner, to develop a list of rules for
14 travel trailer owners and that Richard Ducker, Associate Professor of Public Law and Government,
15 UNC School of Government, will conduct the required (every 5 years) review of the Travel Trailer
16 Ordinance.

17
18 After further discussion the Commissioners agreed that FEMA regulations dictate what can and cannot
19 be done on the Island. If the County is not in compliance with FEMA regulations it will not be eligible
20 for federal funds in the event of a disaster.

21
22 Manager Rich reported enforcement is the key. The previous Travel Trailer Ordinance Amendment
23 cleaned up water and sewer problems on Ocracoke. Mr. Rich recommends an enforcement officer on
24 Ocracoke be included in the FY15-16 Budget.

25
26 Commissioner Fletcher moved to close Public Hearing on Amendment of the Hyde County Code,
27 Ocracoke Development Ordinance, Section 36-181. Commissioner Simmons seconded the motion.
28 The motion passed on the following vote: Ayes – Fletcher, Pugh, Tunnell, Simmons and Swindell;
29 Nays – None; Absent or not voting – None.

30
31 **Ordinances:**

32
33 **Amendment of the Hyde County Code, Section 36-181 – Ocracoke Development Ordinance**

34
35 Kris Noble, Planner, reported the Ocracoke Planning Board has reviewed and discussed the Ocracoke
36 Development Ordinance – Section 36-181 (Use of Travel Trailers by Permit Only) at their regularly
37 scheduled September and October meetings. The Planning Board has voted unanimously to
38 recommend that the Hyde County Board of Commissioners approve the deletion of this entire section
39 of the Ocracoke Development Ordinance. The Planning Board feels that current State and Federal
40 regulations including, but not limited to, FEMA, CAMA and State Health sanitation regulations are
41 adequate.

42
43 After discussion, Commissioner Fletcher moved to approve Amendment of the Hyde County Code,
44 Ocracoke Development Ordinance by deletion of Section 36-181 – Use of Travel Trailers by Permit
45 Only. Commissioner Simmons seconded the motion. The motion passed on the following vote: Ayes
46 – Fletcher, Pugh, Tunnell, Simmons and Swindell; Nays – None; Absent or not voting – None.

1 *Clerk's Note: A copy of "Amendment of the Hyde County Code, Ocracoke Development Ordinance, Section 36-181*
2 *(Use of Travel Trailers by Permit Only)" is attached herewith as Exhibit A and incorporated herein by reference.*

3
4 **Introduction:**

5 Manager Rich introduced Cathy Davison, ICMA-CM. Ms. Davison spent the past four years in Ohio
6 and has returned to northeastern North Carolina where she accepted the position of Executive Director
7 of The Albemarle Commission. In September she began her new duties with the Albemarle
8 Commission located in Hertford.

9 Ms. Davison thanked the Commissioners for their support of the Albemarle Commission Region R
10 Council of Government and for housing the Northeast Workforce Development Board in the
11 Government Building. She gave report on services that Hyde County citizens receive through a
12 multitude of programs such as the Senior Nutrition Plan, In-Home Aide, General and Medical
13 Transportation and Rural Planning Organization (RPO). The Commission also provided 129 hours of
14 respite care to Hyde County residents in FY13-14.

15 **Employee Recognition:**

16 Manager Rich recognized Daniel Brinn, Tar-Pamlico River Basin & NCACSP Technician, as the
17 employee of the month. Mr. Rich complimented Mr. Brinn for his assistance with the drainage issue
18 and ball field on Ocracoke and the Engelhard Marine Park project to demolish abandoned boats.

19 **Public Comments:**

20 Chairman Swindell called for comments from the public.

21 **Connie Leinbach, Ocracoke** – asked who is Enforcement Officer.

22 **Manager Rich** reported Jerry Hardison, Building Inspector, is the current Enforcement Officer. He
23 stated Hyde County needs to hire an Ocracoke Development Enforcement Officer.

24 **Norman Miller, Ocracoke** – reported that two out of six unattended boats came onto his property
25 during this past weekend storm. He asked the Board to assist with the issue of unattended and
26 transient boats anchoring in Ocracoke harbor. Unattended boats create issues with no lights, sanitation
27 issues, breaking moorings, etc. and causing property damage.

28 **Manager Rich** will work with the Sheriff and Division of Marine Fisheries to resolve the issue of
29 derelict and abandoned boats in Ocracoke harbor.

30 **Cindy Carawan, Scranton** – stated her concern about Dare County dispatchers not being able to
31 direct fire departments and EMS to incident scenes. Ms. Carawan reported there is no magistrate in
32 Hyde County and prisoners are being transported to other counties. She asked the Board to reconsider
33 its decision to consolidation the Hyde County PSAP (Public Safety Answering Point) with Dare and
34 Tyrrell Counties to form a regional dispatch center.

1 **Odessa Jarvis, Swan Quarter** – suggests the Board discuss issues of concern and then wait 30 days to
2 vote on the issues.

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

4 **Resolutions:**

5 **Resolution Regarding Medicare Eligible Employees**

6 Tammy Blake, Human Resources Director, presented requests from Medicare eligible employees to
7 choose between Medicare and the County's health insurance plan during Medicare's open enrollment
8 period or upon turning age 65. Ms. Blake reported the County will assist in offsetting the Medicare
9 supplement by providing a 50% stipend of the County's individual health insurance premium on a
10 monthly basis to the employee, which will save the County approximately \$3,900.00 a year for each
11 participating employee.

12 Commissioner Fletcher moved to approve Medicare eligible employees request to choose between
13 Medicare and County's health insurance plan and to provide a 50% stipend of the County's individual
14 health insurance premium on a monthly basis to the employee. Commissioner Simmons seconded the
15 motion. The motion passed on the following vote: Ayes –Pugh, Fletcher, Tunnell, Simmons and
16 Swindell; Nays – None; Absent or not voting – None.

17 *Clerk's Note: A copy of "Resolution Regarding Medicare Eligible Employees" is attached herewith as Exhibit B and
18 incorporated herein by reference.*

19 **Appointments:**

20 **Ocracoke Community Center Board (2)**

21 Commissioner Fletcher moved to appoint Doreen Gaskill Robinson and Sundae Horne to serve on the
22 Ocracoke Community Center Board. Commissioner Tunnell seconded the motion. The motion passed
23 on the following vote: Ayes – Fletcher, Pugh, Tunnell, Simmons and Swindell; Nays – None; Absent
24 or not voting – None.

25 **Golden LEAF – Revolving Loan Fund Committee (3)**

26 Kris Noble, Planner, announced committee member appointment requirements for the Hyde County
27 Economic Development Revolving Loan Fund (RLF) Program for Golden LEAF Foundation funds.
28 The Committee shall consist of three members, including: one member of the Board of
29 Commissioners, one individual involved in the Hyde County lending industry and one Hyde County
30 business owner or manager. The County Manager, County Attorney and Revolving Loan Fund
31 Administrator and any technical consultant that the County may desire to retain, will serve on the RLF
32 Committee in an ex-officio manner. The Committee will select a chairman from its membership, but
33 the County Commissioner may not serve as the Chairman. The term of the RLF Committee member
34 shall be at the will of the Board of Commissioners.

35
36 Commissioner Fletcher moved to appoint Earl Pugh, Jr., Art Keeney and Tommy Hutcherson to serve

1 on the Hyde County Economic Development Revolving Loan Fund (RLF) Committee. Commissioner
2 Simmons seconded the motion. The motion passed on the following vote: Ayes – Fletcher, Pugh,
3 Tunnell, Simmons and Swindell; Nays – None; Absent or not voting – None.

4 **Items of Consideration:**

5 **Guidelines for the Hyde County Golden LEAF Economic Development Revolving Loan Fund**
6 **(RLF) Program**

7 Kris Noble, Planner, reported in June, Hyde County was awarded \$500,000 from the Golden LEAF
8 Foundation to expand the existing CDBG revolving loan fund. The guidelines for the existing
9 revolving loan fund reflect the criteria required for CDBG revolving loan funding. A new set of
10 guidelines have been written to match the criteria and requirements for the new revolving loan fund
11 grant from Golden LEAF Foundation. Ms. Noble requested approval of the new guidelines for the
12 Hyde County Economic Development Revolving Loan Fund (RLF) for Golden Leaf Grant funds. The
13 new guidelines include the removal of the requirement to meet eligibility criteria related to loans and
14 job creation for low-to-moderate income individuals, loan ratio requirements and current minimum/
15 maximum loan amounts.

16 Commissioner Fletcher asked that Ms. Noble inform the Board of Commissioners if a loan recipient is
17 late or delinquent on re-payment of the loan.

18 Commissioner Pugh moved to approve the Guidelines for the Hyde County Economic Development
19 Revolving Loan Fund (RLF) for Golden LEAF Foundation funds. Commissioner Fletcher seconded
20 the motion. The motion passed on the following vote: Ayes – Fletcher, Pugh, Tunnell, Simmons and
21 Swindell; Nays – None; Absent or not voting – None.

22 **Revolving Loan Application Engelhard Red & White Parking Project**

23 Kris Noble, Planner, reported Mr. Christopher Williams is requesting a loan from Hyde County
24 Revolving Loan Fund in the amount of \$50,000.00 to repave the existing parking lot at the Engelhard
25 Red & White in Engelhard, NC. Mr. Williams has provided a proposal from Ready Contractors, Inc.
26 The scope of work includes the installation of a 1 ½” asphalt overlay on the existing asphalt and
27 striping. Total cost is estimated at \$51,800.00. Any additional costs that may be incurred are subject
28 to approval by Mr. Williams. In exchange, Mr. Williams will grant Hyde County a 10 year parking
29 easement on the entirety of the Red & White parking area at a leased amount of \$500.00 per month for
30 10 years. The value of this lease is \$60,000 and will serve as collateral for the loan.

31 The security for this project is a lease hold through a ten year easement granted by the Red & White to
32 the County of Hyde. Hyde County will enter into a lease agreement with Red & White on the parking
33 lot property and will pay \$500.00 each month to the Red & White in return for the parking easement
34 for a period of 10 years. The resulting value of that lease is \$60,000. Monthly payments for a 10-year
35 amortization are approximately \$506.23. Payments will commence thirty (30) days from the loan date
36 and are due on the 1st of each month, until paid in full. The revenue from this monthly payment will be

1 collateral for the \$506.23 that Red & White will pay back into the Hyde County Revolving Loan Fund
2 each month for a period of ten years.

3 This project will enhance business services at the Red & White while also providing tremendous
4 public benefit to the citizens of Hyde County. Engelhard is the most economically active township on
5 the mainland with numerous shops, gas stations and other amenities. Currently, Engelhard has no
6 public parking. The site improvements and addition of this public parking area will benefit Engelhard
7 as a community and economically while providing utility to the County and needed infrastructure to
8 the business.

9 Commissioner Fletcher moved to approve a \$50,000.00 10-year loan with amortization at a fixed rate
10 of 4.00% to Mr. Christopher Williams's pending approval of the County Attorney and the Revolving
11 Loan Fund Committee. Commissioner Pugh seconded the motion. The motion passed on the
12 following vote: Ayes – Fletcher, Pugh, Tunnell, Simmons and Swindell; Nays – None; Absent or not
13 voting – None.

14 **Update on Various Projects Ongoing In The County**

15
16 Clint Berry, Utilities Director, presented update on construction projects ongoing in the county.
17 Mr. Berry reported the Government Center repair project is finished. Repairs to the Public Safety
18 Center roof are complete and a condensation line will be added. Renovations to the East Carolina
19 Bank – DSS Building are still within budget and will be completed by the end of November and staff
20 will move in January.

21 **Consolidation of DSS and Health Department**

22 Commissioner Fletcher presented benefits of consolidating the Department of Social Services and the
23 Health Department and offering both services on both ends of the County. Consolidation would also
24 mean one less governmental agency to deal with, one less Board of Directors to pay and one less
25 administrative position. Mr. Fletcher reported effective January 2014 eighteen counties have
26 consolidated.

27
28 Manager Rich; Gloria Spencer, DSS Director; and, Luana Gibbs, Interim Health Director will research
29 Mr. Fletcher's recommendation. Manager Rich will invite Aimee Wall, UNC-SOG to present
30 consolidation of Departments of Social Services and Health Departments.

31 **Ferry Tolls**

32 Commissioner Fletcher presented recommendation for a mid-week ferry commuter pass. This will
33 maximize use of ferries on off-days and increase tourism on Ocracoke and mainland Hyde County. No
34 action required at this time.

35

1 **Budget Revision**

(FO Use) BR#	Department	Account #	Line Item Account Name/ Explanation	Debit	Credit
BR10-15	Health	10.5850.4600	Medical Supplies	\$ 800.00	
	Communicable Diseases (STD)	10.5850.3200	Office Supplies	\$ 200.00	
		10.3480.0029	Revenue – Communicable Dz-STD (State)		\$ 1,000.00
	<i>Hyde County Health Department has received additional funds to purchase educational materials regarding STD/HIV prevention for high risk individuals. The additional funds will increase the budget got Communicable Disease; however no local appropriations are required, as the State is providing this funding. The funds must be spent prior to May 31, 2015.</i>			\$ 1,000.00	\$ 1,000.00
BR11-15	Health	10.5760.5300	Dues and Fees	\$ 100.00	
	Food & Lodging	10.5760.2020	Salaries – Part Time		\$ 100.00
	<i>Funds are being transferred from Food & Lodging Salaries Part-Time line into Dues & Fees line for an annual renewal fee of \$50 per EH Specialist. HCHD has two EH Specialists that need the renewal in order to continue to practice in that capacity. The renewal fee for application must be postmarked by December 31, 2014. This revision does not increase the overall budget for the Health Department.</i>			\$ 100.00	\$ 100.00
BR12-15	Health	10.3480.0003	Revenue – Family Planning (State)	\$ 1,166.00	
	Family Planning	10.3481.0051	Revenue – Medicaid Escrow		\$ 1,166.00
	<i>This budget revision reflects an unanticipated 4.0% reduction in the Maternal and Child Health Block Grant. Due to this funding reduction, Hyde County Health Department will reduce the amount of non-Medicaid services previously included in the original Family Planning Agreement Addendum (AA), but will continue to provide and/or assure low income patients in North Carolina access to family planning services. Any revenue shortages will be covered by Family Planning Medicaid Escrow Funds. This revision does not increase the budget for Family Planning.</i>			\$ 1,166.00	\$ 1,166.00
BR13-15	Health	10.5830.0200	Salaries	\$ 8,500.00	
	Healthy Communities	10.5830.0500	FICA Expense	\$ 650.00	
		10.5830.0600	Group Insurance Expense	\$ 1,348.00	
		10.5830.0700	Retirement Expense	\$ 609.00	
		10.5830.1200	Postage	\$ 500.00	
		10.5830.2600	Advertising	\$ 300.00	
		10.5830.3200	Office Supplies	\$ 350.00	
		10.5830.7400	Equipment	\$ 1,500.00	
		10.3480.0019	Revenue – Healthy Communities (State)		\$ 13,757.00
	<i>Hyde County Health Department has received additional funding from the Division of Public Health to increase or enhance existing interventions targeting chronic disease. While this budget revision does increase the budget for Healthy Communities, it does not require any local funding.</i>			\$ 13,757.00	\$ 13,757.00
BR14-15	Health	10.3480.0012	Revenue – Maternal Health (State)	\$ 537.00	
	Maternal Health	10.3481.0051	Revenue – Medicaid Escrow		\$ 537.00
	<i>This budget revision reflects an unanticipated 4.0% reduction in the Maternal and Child Health Block grant. Due to this funding reduction, Hyde County Health Department will reduce the amount of non-Medicaid services previously included in the original Maternal Health Agreement Addendum (AA), but will continue to provide and/or assure low income patients in North Carolina access to maternal health services. Any revenue shortages will be covered by Maternal Health Medicaid Escrow funds. This revision does not increase the budget for Maternal Health.</i>			\$ 537.00	\$ 537.00

2
3 Commissioner Fletcher moved to approve BR10-15 Healthy Communicable Diseases (STD), BR11-15
4 Food and Lodging, BR12-15 Family Planning, BR13-15 Healthy Communities and BR14-15 Maternal
5 Health budget transfers as presented. Commissioner Pugh seconded the motion. The motion passed
6 on the following vote: Ayes – Fletcher, Pugh, Tunnell, Simmons and Swindell; Nays – None; Absent
7 or not voting – None.

1 **Management Reports:**

2 **Commissioner Fletcher** – attended a ferry meeting, Ocracoke Civic Club and Ocracoke Planning
3 Board meetings.

4 **Commissioner Tunnell** – no report.

5 **Commissioner Simmons** – reported Daniel Brinn was able to run elevation from the back of the
6 pumps in Fairfield and will run more stakes to the community.

7 **Commissioner Pugh** – attended the Southern Albemarle meeting in Columbia, the Albemarle
8 Commission meeting in Manteo and the ferry meeting with Commissioner Tunnell and Jed Dixon.

9 **Chairman Swindell** – no report.

10 **Manager Rich** – reported that he and Kris Noble, Planner, met with Engelhard Marine Industrial Park
11 where Hyde County was offered the Wanchese Sewer Plant. Barry King is researching possible
12 locations for the Plant. Joe McClees Consulting, Inc. accepted the \$25,000.00 contract renewal offer.
13 Findings from Seymour Johnson Air Force Base’s study of property around the Airport will be
14 presented by the Metrics Company or Benchmark Company. A third ferry will be added to the Swan
15 Quarter winter route beginning January 1st. The Ocracoke drainage Stormwater project with Daniel
16 Brinn is progressing and paving is complete. Mr. Rich also reported on four derelict boats at the
17 Engelhard Marine Industrial Park and plans to apply for grant funding to remove them. He also
18 presented his October Calendar.

19 Commissioner Fletcher would like to see Hyde County work with Dare County to finish repairing and
20 keep Highway 12 open.

21 **Public Comments:**

22

23 Chairman Swindell called for comments from the public.

24

25 **Gloria Spencer, Director, Hyde County DSS** – explained why she feels consolidation of DSS and
26 Health Department Boards will not work. Hyde County DSS is unique in that it includes the ADAP
27 Center and employees would have to learn mental health rules to work with these clients. Client
28 services and health files cannot be combined. Ms. Spencer asked the Board to give Hyde County
29 citizens a chance to apply for the Health Director position.

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

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33 **Closed Session (none)**

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Adjourn

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

The meeting adjourned at 8:00p.m.

Respectfully submitted:

SEAL

Minutes approved on the 1st day of December, 2014.

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

Barry Swindell
Chair, Hyde County Board of Commissioners

Attachments:

- Exhibit A: *“Amendment of the Hyde County Code, Ocracoke Development Ordinance, Section 36-181 (Use of Travel Trailers by Permit Only)”*
- Exhibit B: *“Resolution Regarding Medicare Eligible Employees”*

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

Meeting Date: December 1, 2014
Presenter: Kris Cahoon Noble
Attachment: Yes

ITEM TITLE: Public Hearing

SUMMARY: The Board of Commissioners will conduct a public hearing relative to application by Hyde County for funding under the housing and community development act of 1974 as amended. Purpose is to solicit public input on local community development and needs in relation to the Community Development Block Grant (CDBG) funding for a project in our community.

RECOMMEND: CONDUCT PUBLIC MEETING

Motion Made By:	<input type="checkbox"/> Barry Swindell	Motion Seconded By:	<input type="checkbox"/> Barry Swindell	Vote:	<input type="checkbox"/> Barry Swindell
	<input type="checkbox"/> Earl Pugh, Jr.		<input type="checkbox"/> Earl Pugh, Jr.		<input type="checkbox"/> Earl Pugh, Jr.
Time In:	<input type="checkbox"/> Dick Tunnell		<input type="checkbox"/> Dick Tunnell		<input type="checkbox"/> Dick Tunnell
	<input type="checkbox"/> Ben Simmons		<input type="checkbox"/> Ben Simmons		<input type="checkbox"/> Ben Simmons
	<input type="checkbox"/> John Fletcher		<input type="checkbox"/> John Fletcher		<input type="checkbox"/> John Fletcher

Motion Made By:	<input type="checkbox"/> Barry Swindell	Motion Seconded By:	<input type="checkbox"/> Barry Swindell	Vote:	<input type="checkbox"/> Barry Swindell
	<input type="checkbox"/> Earl Pugh, Jr.		<input type="checkbox"/> Earl Pugh, Jr.		<input type="checkbox"/> Earl Pugh, Jr.
Time Out:	<input type="checkbox"/> Dick Tunnell		<input type="checkbox"/> Dick Tunnell		<input type="checkbox"/> Dick Tunnell
	<input type="checkbox"/> Ben Simmons		<input type="checkbox"/> Ben Simmons		<input type="checkbox"/> Ben Simmons
	<input type="checkbox"/> John Fletcher		<input type="checkbox"/> John Fletcher		<input type="checkbox"/> John Fletcher

Motion Made By:	<input type="checkbox"/> Barry Swindell	Motion Seconded By:	<input type="checkbox"/> Barry Swindell	Vote:	<input type="checkbox"/> Barry Swindell
	<input type="checkbox"/> Dick Tunnell		<input type="checkbox"/> Dick Tunnell		<input type="checkbox"/> Dick Tunnell
	<input type="checkbox"/> Ben Simmons		<input type="checkbox"/> Ben Simmons		<input type="checkbox"/> Ben Simmons
	<input type="checkbox"/> John Fletcher		<input type="checkbox"/> John Fletcher		<input type="checkbox"/> John Fletcher
	<input type="checkbox"/> Earl Pugh, Jr.		<input type="checkbox"/> Earl Pugh, Jr.		<input type="checkbox"/> Earl Pugh, Jr.

NOTICE OF PUBLIC HEARING
RELATIVE TO APPLICATION
BY HYDE COUNTY
FOR FUNDING UNDER THE HOUSING AND COMMUNITY
DEVELOPMENT ACT OF 1974, AS AMENDED

Notice is hereby given that the Hyde County Board of Commissioners will hold a public hearing on Monday, December 1, 2014, at 6:00 p.m., or as soon thereafter as the agenda will allow, at the Hyde County Government Center, 30 Oyster Creek Road, Swan Quarter, NC, to solicit public input on local community development and needs in relation to the Community Development Block Grant (CDBG) funding for a project in our community.

Hyde County anticipates applying for CDBG funds in FY2015. Information on the amount of funding available, the requirements on benefit to low- and moderate-income persons, eligible activities, and plans to minimize displacement and provide displacement assistance as necessary will be available. Citizens will also be given the opportunity to provide oral and written comment on the County's use of CDBG funds. All interested citizens are encouraged to attend.

For additional information or to submit written comments, contact Kris Noble, Planning and Economic Development Director, PO Box 188, Swan Quarter, NC, 27885, 252/926-4180. Comments should be postmarked by November 24, 2014.

If you plan to attend and require special accommodations because of a disability or physical impairment, please contact Kris Noble, Planning and Economic Development Director, at 252/926-4180 or knoble@hydecourtync.gov (TDD #919/807-4420 or Relay North Carolina TTY# 1-800-735-2962) by Tuesday, November 25, 2014.

This information is available in Spanish or any other language upon request. Please contact Kris Noble, Planning and Economic Development Director, at 252/926-4180, or at the Hyde County Government Center, 30 Oyster Creek Road, Swan Quarter, NC, for accommodations for this request.

Esta información está disponible en español o en cualquier otro idioma bajo petición. Por favor, póngase en contacto con Kris Noble, Planning and Economic Development Director, al 252/926-4180, o en Hyde County Government Center, 30 Oyster Creek Road, Swan Quarter, NC, de alojamiento para esta solicitud.

Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: December 1, 2014
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.

Lois Stotesberry

From: Bill Rich <brich@hydecourtnc.gov>
Sent: Monday, November 17, 2014 10:19 AM
To: lstotesberry@hydecourtnc.gov
Subject: FW: Board Resignation

For Decembers agenda.

From: Scott Bradley [<mailto:sbradley@igc.org>]
Sent: Sunday, November 16, 2014 1:35 PM
To: John Fletcher
Cc: vwilliams@hydecourtnc.gov; Bill Rich; hydeelections@gmail.com; OSD
Subject: FW: Board Resignation

John: Attached is an e-mail from Joan O'Neal resigning from the Ocracoke Sanitary District Board.

The remaining board members are: Scott Bradley, Chairman; Flavia Burton, Vice-Chair; William (Bill) Caswell, Sec-Treas.; and Ronald T. (Ronnie) O'Neal.

The County Commissioners appoint a replacement when a member resigns, so someone is needed to serve the remaining 2 years of the term Joan was elected to in 2012. The OSD Board is requesting that you appoint **Regina O'Neal** to the position; she has indicated a willingness to serve.

Please call with any questions.

Thank you, and with best wishes, Scott

Scott Bradley
PO Box 402
Ocracoke, NC 27960-0402
sbradley@igc.org
(M) 252.921.0321

On Saturday, October 25, 2014 2:13 PM, Joan O'Neal <aurora_alaska@hotmail.com> wrote:

Please consider this my resignation from the Ocracoke Sanitary Board. I have taken a job on the mainland and moved for employment reasons. Since I am no longer residing on Ocracoke, I am resigning my position so that it can be filled. I have enjoyed serving on the board.

Sincerely,

1

Joan O'Neal

Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: December 1, 2014
Presenter: Manager Rich
Attachment: Yes

ITEM TITLE: APPOINTMENT RTAC COMMITTEE

SUMMARY: Albemarle Rural Planning Organization Planning Director, Angela Welsh, requests the Board of Commissioners appoint an alternate to represent Hyde County on the RTAC Committee.

RECOMMEND: Appoint.

Motion Made By: Barry Swindell
 Earl Pugh, Jr.
 Dick Tunnell
 Ben Simmons
 John Fletcher

Motion Seconded By: Barry Swindell
 Earl Pugh, Jr.
 Dick Tunnell
 Ben Simmons
 John Fletcher

Vote: Barry Swindell
 Earl Pugh, Jr.
 Dick Tunnell
 Ben Simmons
 John Fletcher



Lloyd E. Griffin III
TAC Board Chair
Rhett White
TCC Board Chair

Angela M. Welsh
Director

November 24, 2014

Bill Rich
Hyde County Manager
Hyde County
30 Oyster Creek Road
P O Box 188
Swan Quarter, NC 27885

Mr. Rich,

The Albemarle Rural Planning Organization (ARPO) currently has a Memorandum of Understanding, signed by all ten member counties, which states the purpose of the ARPO and establishes two committees, the Rural Transportation Advisory Committee (RTAC) and the Rural Technical Coordinating Committee (RTCC).

The MOU and the ARPO Bylaws also state how the representation of both committees shall be governed. The RTAC consists of one elected official from each member County, one elected official from each Municipality, and the NCDOT Board of Transportation member from NCDOT Division 1. However, in all instances, voting privileges are limited to the ten county commissioners representing their respective counties and the NCDOT Board of Transportation member. Also, a quorum of at least fifty (50) percent plus one (1) of the voting members is required for the RTAC to conduct a regular meeting, special meeting or take any kind of official action.

Both ARPO committees only meet quarterly, and in order to conduct meetings or take official action, a quorum of RTAC members must be present. If the RTAC does not have a quorum, agenda items must be put on hold for three months until the committees meet again. Because the committees only meet quarterly, and to ensure that there is a quorum at the meeting, so official action may be taken, I am requesting all ten member counties appoint an alternate to the RTAC.

Thank you in advance for your assistance in having the County Board of Commissioners appoint an alternate to the RTAC. Once an alternate has been appointed, please notify me by email or regular mail so I can add them to the RTAC roster.

Meeting times are from 11 am-2 pm on the following dates in 2015: January 21, April 22, July 22, and October 21.

Sincerely,

Angela Welsh
Albemarle Rural Planning Organization Planning Director

Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: December 1, 2014
Presenter: Dr. Randolph Latimore
Attachment: No

ITEM TITLE: Board of Education – Request Raise for Board Members

SUMMARY: Hyde County Schools Superintendent, Dr. Randolph Latimore, will present request for increase in fee paid to School Board members.

RECOMMEND: Discussion and action if required.

Motion Made By: Barry Swindell
 Earl Pugh, Jr.
 Dick Tunnell
 Ben Simmons
 John Fletcher

Motion Seconded By: Barry Swindell
 Earl Pugh, Jr.
 Dick Tunnell
 Ben Simmons
 John Fletcher

Vote: Barry Swindell
 Earl Pugh, Jr.
 Dick Tunnell
 Ben Simmons
 John Fletcher

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

Meeting Date: December 1, 2014
Presenter: Meredith Nicholson, Chair, ABC Board
Attachment: Yes

ITEM TITLE: HYDE COUNTY ABC BOARD REPORTS

SUMMARY: At its regularly scheduled meeting on September 2, 2014 the Hyde County Board of Commissioners unanimously approved ABC Board reports be returned to quarterly presentations unless Ms. Nicholson needs something with the next report to the Board being due in December.

ABC Board Chair Meredith Nicholson will present update on the Hyde County ABC Board.

RECOMMEND: Receive report.

Motion Made By: Barry Swindell
 Earl Pugh, Jr.
 Dick Tunnell
 Ben Simmons
 John Fletcher

Motion Seconded By: Barry Swindell
 Earl Pugh, Jr.
 Dick Tunnell
 Ben Simmons
 John Fletcher

Vote: Barry Swindell
 Earl Pugh, Jr.
 Dick Tunnell
 Ben Simmons
 John Fletcher

2:29 PM

11/10/14

Accrual Basis

Hyde County Board of Alcohol Control
Balance Sheet - CY & PY
As of October 31, 2014

	Oct 31, 14	Oct 31, 13	\$ Change
ASSETS			
Current Assets			
Checking/Savings			
1000 - Yadkin Bank	55,788.79	15,197.81	40,590.98
1004 - Petty Cash	100.00	150.00	-50.00
1009 - Cash Register Change Drawer			
1009-OC - Change Drawer-OC	200.00	0.00	200.00
1009-SQ - Change Drawer-SQ	200.00	0.00	200.00
Total 1009 - Cash Register Change Drawer	400.00	0.00	400.00
Total Checking/Savings	56,288.79	15,347.81	40,940.98
Other Current Assets			
1150 - Accounts Receivable - Employees	0.00	2,723.21	-2,723.21
1200 - Other Current Asset			
1201 - Liquor Inventory-Ocracoke	23,848.78	25,236.78	-1,388.00
1202 - Liquor Inventory- Swan Quarter	22,005.15	21,673.07	332.08
Total 1200 - Other Current Asset	45,853.93	46,909.85	-1,055.92
1250 - Prepaid Expenses	0.00	2,500.00	-2,500.00
Total Other Current Assets	45,853.93	52,133.08	-6,279.19
Total Current Assets	102,142.72	67,480.87	34,661.85
Fixed Assets			
1300 - Fixed Assets			
1330 - Equipment	47,358.50	47,358.50	0.00
1400 - Accumulated Depreciation	-34,356.85	-30,228.83	-4,127.02
Total 1300 - Fixed Assets	13,001.65	17,128.67	-4,127.02
Total Fixed Assets	13,001.65	17,128.67	-4,127.02
TOTAL ASSETS	115,144.37	84,609.54	30,534.83
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
2000 - Accounts Payable	43,244.76	35,561.15	7,683.61
Total Accounts Payable	43,244.76	35,561.15	7,683.61
Credit Cards			
2050 - VSB Credit Card	1,050.26	421.48	628.78
Total Credit Cards	1,050.26	421.48	628.78
Other Current Liabilities			
2100 - Other Current Liabilities			
2102 - Pension Liability - EE & ER	369.07	550.99	-181.92
Total 2100 - Other Current Liabilities	369.07	550.99	-181.92
2400 - Payroll Liabilities			
2120 - Federal Income Tax (941)	448.00	852.00	-404.00
2121 - FICA Withheld - Employer	1,072.80	1,449.73	-376.93
2122 - NC Income Tax (NC-S)	162.00	426.00	-264.00
2123 - NC Unemployment Tax Liability	47.04	87.06	-40.02
Total 2400 - Payroll Liabilities	1,729.84	2,814.79	-1,084.95
Total Other Current Liabilities	2,098.91	3,365.78	-1,266.87
Total Current Liabilities	46,393.93	39,348.41	7,045.52
Long Term Liabilities			
2159 - 2159 L.T. Debt / County Loan	21,450.00	13,250.00	8,200.00
2160 - Loan Repayment	8,183.45	11,688.65	-3,485.20
Total Long Term Liabilities	29,633.45	24,938.65	4,714.80
Total Liabilities	76,027.38	64,287.06	11,760.32
Equity			
3020 - Retained Earnings	7,793.95	15,267.17	-7,473.22
Net Income	31,323.04	5,075.31	26,247.73
Total Equity	39,116.99	20,342.48	18,774.51
TOTAL LIABILITIES & EQUITY	115,144.37	84,609.54	30,534.83

Hyde County Board of Alcohol Control

YTD Profit & Loss - CY & PY Consolidated

July through October 2014

2:51 PM
11/10/14
Accrual Basis

	Jul - Oct 14	Jul - Oct 13	\$ Change	% Change
Ordinary Income/Expense				
Income				
4000 · Sales				
4001 · Liquor Sales - Swan Quarter	53,085.38	58,041.05	-4,955.67	-8.5%
4002 · Liquor Sales - Ocracoke	155,919.06	149,619.82	6,299.24	4.2%
4005 · Mixed Beverage - Swan Quarter	3,901.55	1,523.00	2,378.55	64.0%
4006 · Mixed Beverage - Ocracoke	104,068.19	92,379.31	11,688.88	12.7%
Total 4000 · Sales	316,974.18	302,418.73	14,555.45	4.8%
4020 · Deduct Taxes on Gross Sale				
4021 · State Excise Tax	-76,047.00	-71,409.00	-4,638.00	-6.5%
4022 · Rehabilitation Tax County	-826.71	-807.89	-18.82	-2.3%
4024 · Mixed Beverage Tax - NCDHHS	-999.63	-852.31	-147.32	-17.3%
Total 4020 · Deduct Taxes on Gross Sale	-77,873.34	-73,069.20	-4,804.14	-6.6%
Total Income	239,100.84	229,349.53	9,751.31	4.3%
Cost of Goods Sold				
5000 · Cost of Goods Sold				
5001 · Cost of Liquor	154,895.82	148,152.30	6,743.52	4.6%
5002 · Ballment	2,532.80	1,171.20	1,361.60	116.3%
5003 · Surcharge	1,266.40	587.20	679.20	115.7%
Total 5000 · Cost of Goods Sold	158,695.02	149,910.70	8,784.32	5.9%
Total COGS	158,695.02	149,910.70	8,784.32	5.9%
Gross Profit	80,405.82	79,438.83	966.99	1.2%
Expense				
6000 · General Expenses				
6001 · Salaries & Wages	9,807.72	0.00	9,807.72	100.0%
6002 · Salaries	10,793.06	12,638.83	-1,845.77	-14.6%
6003 · Hourly Wages				
Total 6001 · Salaries & Wages	20,600.78	12,638.83	7,961.95	63.0%
6005 · Payroll Tax Expenses				
6005-1 · FICA Expense	781.54	966.87	-185.33	-19.2%
6002 · FUTA Expense	0.00	7.46	-7.46	-100.0%
6005-2 · NC Unemployment Tax	137.72	151.66	-13.94	-9.2%
Total 6005 · Payroll Tax Expenses	919.26	1,125.99	-206.73	-18.4%
6020 · Employer Matching Pension	265.41	761.26	-495.85	-65.1%
6050 · Alarm services	192.16	192.16	0.00	0.0%
6060 · Rent	2,720.00	3,120.00	-400.00	-12.8%
7090 · Telephone	879.11	1,134.65	-255.54	-22.5%
7095 · Computer and Internet Expenses	52.42	939.57	-887.15	-84.4%
7125 · Supplies				

Hyde County Board of Alcohol Control
YTD Profit & Loss - CY & PY Consolidated
July through October 2014

2:51 PM
 11/10/14
 Accrual Basis

	Jul - Oct 14	Jul - Oct 13	\$ Change	% Change
7130 · Store Supplies	105.19	328.95	-223.76	-68.0%
7140 · Office Supplies	319.95	458.18	-138.23	-30.2%
Total 7125 · Supplies	425.14	787.13	-361.99	-46.0%
7150 · Travel	500.00	841.76	-341.76	-40.6%
7160 · Meals and Entertainment	112.74	0.00	112.74	100.0%
7166 · Delivery	0.00	183.31	-183.31	-100.0%
7170 · Pest Control	0.00	102.00	-102.00	-100.0%
7180 · Postage	49.00	92.00	-43.00	-46.7%
7181 · Contract Labor	0.00	605.00	-605.00	-100.0%
7190 · Bank Fees	0.00	0.00	0.00	0.0%
7195 · Merchant Account Fees	3,388.30	4,198.01	-829.71	-19.8%
7300 · Utilities Services	767.67	803.00	-35.33	-4.4%
7310 · Electric Service	394.01	160.33	233.68	145.8%
Total 7300 · Utilities Services	1,161.68	963.33	198.35	20.6%
7400 · Interest Expense	0.00	53.87	-53.87	-100.0%
Total 6000 · General Expenses	31,246.00	27,738.87	3,507.13	12.6%
66900 · Reconciliation Discrepancies	0.00	0.00	0.00	0.0%
Total Expense	31,246.00	27,738.87	3,507.13	12.6%
Net Ordinary Income	49,159.82	51,699.96	-2,540.14	-4.9%
Other Income/Expense				
Other Income				
8000 · Other Income				
8090 · Cash Over	12.82	0.60	12.22	2,036.7%
Total 8000 · Other Income	12.82	0.60	12.22	2,036.7%
Total Other Income	12.82	0.60	12.22	2,036.7%
Other Expense				
7000 · Other Expenses				
7001 · Administration Allocated	15,356.71	46,625.24	-31,268.53	-67.1%
7010 · Cash Short	0.01	0.01	0.00	0.0%
9000 · Penalties	2,492.88	0.00	2,492.88	100.0%
Total 7000 · Other Expenses	17,849.60	46,625.25	-28,775.65	-61.7%
Total Other Expense	17,849.60	46,625.25	-28,775.65	-61.7%
Net Other Income	-17,836.78	-46,624.65	28,787.87	61.7%
Net Income	31,323.04	5,075.31	26,247.73	517.2%

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

Meeting Date: December 1, 2014

Presenter: Daniel Brinn

Attachment: No

ITEM TITLE: Installation of pumps on West Canal

SUMMARY: The Swan Quarter Steering Committee met on Tuesday, November 25, 2014 to discuss the feasibility of installing pumps on West Canal as part of a larger water quality project.

RECOMMEND: The Swan Quarter Steering Committee recommends that the Board of Commissioners approve moving forward in having pumps installed at West Canal

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

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

Vote: ___ Barry Swindell
___ Dick Tunnell
___ Ben Simmons
___ John Fletcher
___ Earl Pugh, Jr.

Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: December 1, 2014
Presenter: Manager Rich
Attachment: Yes

ITEM TITLE: WEST CANAL WATER QUALITY/ TIDELAND LOAN

SUMMARY: Tideland EMC has agreed to lend Hyde County \$300,000 for seven (7) years at 0% interest. These funds would be available to build the West Canal Water Quality Pumping Station.

RECOMMEND: Discussion and possible resolution.

Motion Made By: Barry Swindell
 Earl Pugh, Jr.
 Dick Tunnell
 Ben Simmons
 John Fletcher

Motion Seconded By: Barry Swindell
 Earl Pugh, Jr.
 Dick Tunnell
 Ben Simmons
 John Fletcher

Vote: Barry Swindell
 Earl Pugh, Jr.
 Dick Tunnell
 Ben Simmons
 John Fletcher

COUNTY OF HYDE

Board of Commissioners

Barry Swindell, Chair
Earl Pugh, Jr., Vice-chair
Benjamin Simmons
John Fletcher
Dick Tunnell

30 Oyster Creek Road
PO Box 188
SWAN QUARTER, NORTH CAROLINA 2781
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 HYDE COUNTY BORROWING \$300,000.00 FROM TIDELAND EMC

WHEREAS, Hyde County Commissioners agree to borrow \$300,000.00 from Tideland EMC for seven (7) years at 0% interest; and,

WHEREAS, these funds would be used to construct a pumping station within the West Canal Drainage District consisting of approximately 3,500 acres (+/-); and,

WHEREAS, Agreement to borrow this money is conditioned on the property being pumped serving as the vehicle by which the repayment of the loan will be made; and,

WHEREAS, this vehicle will assume and accept a lienable "pump tax" which will be in addition to all other taxes existing on said property.

NOW, THEREFORE, BE IT RESOLVED the Hyde County Board of Commissioners unanimously agrees to borrow \$300,000.00 from Tideland EMC as conditioned herein.

Adopted this the 1st day of December, 2014, in Hyde County, North Carolina.

Barry Swindell, Chairman

ATTEST: _____
Lois Stotesberry, Clerk to the Board

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

Meeting Date: December 1, 2014
Presenter: Kris Cahoon Noble
Attachment: No

ITEM TITLE: Consolidation of the existing CDBG Revolving Loan Fund with the Golden Leaf Revolving Loan Fund

SUMMARY: We are requesting that the existing CDBG revolving loan fund be consolidated with the new Golden Leaf Revolving Loan Fund to increase availability of funds under the new guidelines adopted at the November meeting. The combined fund will operate under the new guidelines and be served by the newly appointed RLF Committee. The old RLF Committee will be disbanded. Accounting for the fund will continue to be separate.

RECOMMEND: DISCUSS AND APPROVE COMBINATION OF CDBG RLF WITH GOLDEN LEAF RLF

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

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

Vote: ___ Barry Swindell
___ Dick Tunnell
___ Ben Simmons
___ John Fletcher
___ Earl Pugh, Jr.

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

Meeting Date: December 1, 2014
Presenter: Kris Cahoon Noble
Attachment: Yes

ITEM TITLE: Hyde County Economic Development Grant Program
Proposed Revisions to Program

SUMMARY: We are proposing to revise the Hyde County Economic Development Grant Program (established in 1998) to reflect changes in the grant percentage formula based on the property value investment. The proposed change is based on a 20% reduction to the current levels.

RECOMMEND: DISCUSS AND APPROVE PROPOSED REVISIONS TO THE HYDE COUNTY ECONOMIC DEVELOPMENT GRANT PROGRAM

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

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

Vote: ___ Barry Swindell
___ Dick Tunnell
___ Ben Simmons
___ John Fletcher
___ Earl Pugh, Jr.

**HYDE COUNTY ECONOMIC
DEVELOPMENT GRANT PROGRAM**

REVISED DECEMBER 1, 2014

HYDE COUNTY ECONOMIC DEVELOPMENT GRANT PROGRAM

1. OVERVIEW

In order to expand economic development options for Hyde County that will diversify the tax base, offer improved employment opportunities for its citizens and promote the economic growth and welfare of the business community, the Hyde County Commissioners adopted the following program. This economic development grant program formalizes guidelines that establish the parameters for local government economic inducements, to be used to encourage existing business expansions and to help promote Hyde County as an excellent site choice for new plant locations. This Economic Development Grant Program (EDPG) replaces any previously enacted policy guidelines.

It shall be the purpose of this program to encourage new investment and job creation in Hyde County. This program shall be available to manufacturing and warehouse/distribution companies. This program shall not be available to retail or service concerns unless there are compelling reasons to do so. (Prior approval by the County Commissioners of retail and service companies for the grant program shall be required.) As it is the intent of this program to stimulate new investment and job creation, any investment by an existing company that either adds no net new jobs or results in a net reduction in jobs will have to be justified by the company to the county commissioners in order to qualify for the program. Reasons of justification may include, but are not limited to: Economic survivability as necessitated by competitive markets, competition with other plants within a corporation for investment, etc. To be eligible for the Economic Development Grant Program, average plant wages must be equal to or greater than the county average wage.

2. PROGRAM PARAMETERS

The Economic Development Grant involves a contractual agreement between the county and a new or existing business that would allow for a financial grant based upon the actual value of the property investment for a period of up to five years. If the business has met specific criteria as outlined in a formal agreement, the county will make an economic development grant to the company for a period of five consecutive years which will be based on a percentage of the total property investment in the county.

Each project would be dealt with on an individual basis using guidelines established under the direction of the Board of County Commissioners. The guidelines for the program shall be subject to periodic review. Changing economic conditions may cause the Board of Commissioners to modify, amend or even terminate the program subject to compliance with any economic development grants in effect at that time.

Items for consideration in authorizing an economic development grant may include, but are not limited to:

- the size of the project based upon investment in site development, plant facilities and infrastructure;
- must create a minimum of five (5) jobs;
- the relationship between jobs development and total investment;
- potential for future expansion and increased employment;
- site specific issues that impact upon local infrastructure responsibilities;
- site specific initiatives that may be pursued to stimulate other development in areas that the county may deem of significant benefit to the community.

3. PROJECT QUALIFICATION

To be considered eligible for an economic development grant, a project should be required to meet certain basic criteria. These criteria are to be used as guidelines in project evaluations. Additional criteria may be applied to a specific project based upon the terms of the agreement between the client and the county.

- Minimum property value investment to qualify for consideration:

Level 1 grant - \$250,000 or greater

Level 2 grant - \$500,000 or greater

Level 3 grant - \$1,000,000 or greater

Level 4 grant - \$5,000,000 or greater

Level 5 grant - \$20,000,000 or greater

Level 6 grant - \$100,000,000 or greater

- Level 1 grant – up to .0035 of the property value investment by the new or expanding business for a period of five consecutive tax years
- Level 2 grant – up to .0038 of the property value investment by the new or expanding business for a period of five consecutive tax years
- Level 3 grant – up to .0042 of the property value investment by the new or expanding business for a period of five consecutive tax years
- Level 4 grant – up to .0048 of the property value investment by the new or expanding business for a period of five consecutive tax years
- Level 5 grant – up to .0051 of the property value investment by the new or expanding business for a period of five consecutive tax years
- Level 6 grant – up to .0054 of the property value investment by the new or expanding business for a period of five consecutive tax years

- The actual grant percentage formula may vary from year to year.

- Economic Development Grant payments will begin the year following the investment.

- All economic development grants are to be specifically designed to be paid based on a percentage of the property value investment by the business receiving the benefit. Grant payments will not be made unless the applicable business is current in all other required local property tax payments of record within Hyde County.

- Economic development grant benefits may not be transferred, assigned, or otherwise conveyed to another party without the specific consent of the Board of Commissioners.

- **ALL ECONOMIC DEVELOPMENT GRANTS WILL BE CONVEYED BY A FORMAL AGREEMENT BETWEEN THE BUSINESS RECEIVING THE GRANT AND THE COUNTY.**

- The revised Hyde County Economic Development Grant Program became effective December 1, 2014.

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

Meeting Date: December 1, 2014
Presenter: Kris Cahoon Noble
Attachment: No

ITEM TITLE: Hyde County CDC Lease

SUMMARY: The lease that Hyde County holds with the Hyde County Community Development Corporation (CDC) is expiring on December 31, 2014. All utilities currently in the CDC's name will be transferred back to the County at that time. The county wants to renegotiate the leases to the existing clients using the Small Business Center. (HOSPICE, Ken Chilcoat, and Casey Gibbs' Farms). There is not sufficient time to fully execute the leases prior to the expiration date. We are requesting that Manager Rich and the County Attorney be given the authority to negotiate all leases currently held at the Hyde CDC building.

RECOMMEND: DISCUSS AND APPROVE

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

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

Vote: ___ Barry Swindell
___ Dick Tunnell
___ Ben Simmons
___ John Fletcher
___ Earl Pugh, Jr.

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

Meeting Date: December 1, 2014
Presenter: Manager Rich
Attachment: No

ITEM TITLE: MAINLAND OCCUPANCY TAX BOARD
ATTRIBUTE \$7,500.00 TO LOBBYIST CONTRACT

SUMMARY: The Mainland Occupancy Tax Board voted unanimously to recommend Board of Commissioners approval of \$7,500.00 from the Mainland Occupancy Tax fund to go towards 2015 McClees Consulting Lobbyist contract.

RECOMMEND: Approve.

Motion Made By: Barry Swindell
 Earl Pugh, Jr.
 Dick Tunnell
 Ben Simmons
 John Fletcher

Motion Seconded By: Barry Swindell
 Earl Pugh, Jr.
 Dick Tunnell
 Ben Simmons
 John Fletcher

Vote: Barry Swindell
 Earl Pugh, Jr.
 Dick Tunnell
 Ben Simmons
 John Fletcher

Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: December 1, 2014
Presenter: Lois Stotesberry, CMC, NCCCC
Attachment: Yes

ITEM TITLE: ETHICS TRAINING FOR LOCAL ELECTED OFFICIALS

SUMMARY: Under North Carolina law, members of governing boards of cities, counties, local boards of education, unified governments, sanitary districts, and consolidated city-counties are required to receive at least two (2) clock hours of ethics training within twelve months after each election or re-election to office. The ethics training requirement is an ongoing obligation, triggered by each subsequent re-election or re-appointment to office.

In collaboration with the North Carolina Association of County Commissioners (NCACC) and the North Carolina Municipalities, the School of Government provides ethics training for city and county governing board members. School board members receive their training through the North Carolina School Boards Association, Sanitary District board members may participate in city and county programs conducted by the School of Government.

RECOMMEND: Schedule Training.

Motion Made By: Barry Swindell
 Earl Pugh, Jr.
 Dick Tunnell
 Ben Simmons
 John Fletcher

Motion Seconded By: Barry Swindell
 Earl Pugh, Jr.
 Dick Tunnell
 Ben Simmons
 John Fletcher

Vote: Barry Swindell
 Earl Pugh, Jr.
 Dick Tunnell
 Ben Simmons
 John Fletcher



ETHICS FOR LOCAL ELECTED OFFICIALS

North Carolina law requires the governing boards of cities and counties to receive ethics training within 12 months after each election or re-election to office. Some common questions asked by elected officials:

- Can I accept gifts under \$25?
- Can I vote to award a contract to a company owned by a family member?
- Can I recuse myself from voting in order to avoid the appearance of impropriety?
- What is the “small jurisdiction” exception to the conflict of interest laws?

Learn the answers to these and other ethics-related questions by attending one of the training opportunities listed below. Each course contains a two-hour ethics session, but you must attend the entire course. The webinars are two-hour ethics sessions only.

This series of training opportunities is repeated annually—for either municipal or county officials—following each election cycle.

For more information, visit www.sog.unc.edu/programs/ethics or contact Susan Hutchinson, program manager, at smhutch@sog.unc.edu or 919.966.4171.

2015

JANUARY

- 8..... LeaderShop for Veteran Officials
WINSTON-SALEM
- 8–9..... Essentials of Municipal Government
WINSTON-SALEM
- 23 LeaderShop for Veteran Officials
CHAPEL HILL
- 23–24 Essentials of Municipal Government
CHAPEL HILL

MAY

- 20 Ethics for County Officials
LIVE WEBINAR

FEBRUARY

- 11 LeaderShop for Veteran Officials
ASHEVILLE
- 11–12..... Essentials of Municipal Government
ASHEVILLE
- 18 LeaderShop for Veteran Officials
NEW BERN
- 18–19..... Essentials of Municipal Government
NEW BERN

JUNE–OCTOBER

- Ethics for County Elected Officials
ON-DEMAND WEBINAR

FACULTY



Frayda Bluestein
*Professor of Public Law and
Government*



Norma Houston
*Lecturer in Public Law and
Government*

The School of Government provides ethics training for city and county governing board members in collaboration with the North Carolina Association of County Commissioners and the North Carolina League of Municipalities.

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

Meeting Date: December 1, 2014
Presenter: Lois Stotesberry, CMC, NCCCC
Attachment: Yes

ITEM TITLE: VOTING DELEGATE DESIGNATION

SUMMARY: Vice-chairman Earl Pugh, Jr. and County Manager Bill Rich are registered to attend the NCACC 2015 Legislative Goals Conference in Moore County on January 15 – 16, 2015.

Each Board of County Commissioners is requested to designate a commissioner or other official as a voting delegate for the 2015 Legislative Goals Conference.

The designated voting delegate should complete and sign the designation statement and return it to the Association no later than January 2, 2015.

RECOMMEND: Appoint Voting Delegate.

Motion Made By: Barry Swindell
 Earl Pugh, Jr.
 Dick Tunnell
 Ben Simmons
 John Fletcher

Motion Seconded By: Barry Swindell
 Earl Pugh, Jr.
 Dick Tunnell
 Ben Simmons
 John Fletcher

Vote: Barry Swindell
 Earl Pugh, Jr.
 Dick Tunnell
 Ben Simmons
 John Fletcher



**VOTING DELEGATE DESIGNATION FORM
LEGISLATIVE GOALS CONFERENCE
January 15-16, 2015 (Thursday – Friday)
Pinehurst Resort – Moore County**

NOTE: Please place this action on your board meeting agenda.

Each Board of County Commissioners is hereby requested to designate a commissioner or other official as a voting delegate for the 2015 Legislative Goals Conference. Each voting delegate should complete and sign the following statement and **RETURN IT TO THE ASSOCIATION NO LATER THAN FRIDAY, JANUARY 2, 2015.**

PLEASE RETURN FORM TO SHEILA SAMMONS, CLERK TO THE BOARD BY EMAIL: SHEILA.SAMMONS@NCACC.ORG OR FAX: 919-719-1172.

I, _____, hereby certify that I am the duly designated voting delegate for _____ County at the North Carolina Association of County Commissioners 2015 Legislative Goals Conference.

Signed: _____

Title: _____

Article VI, Section of the Association’s Constitution provides:

“On all questions, including the election of officers, each county represented shall be entitled to one vote, which shall be the majority expression of the delegates of that county. The vote of any county in good standing may be cast by any one of its County Commissioners who is present at the time the vote is taken; provided, if no commissioner be present, such vote may be cast by another county official, elected or appointed, who holds elective office or an appointed position in the county whose vote is being cast and who is formally designated by the Board of County Commissioners. These provisions shall likewise govern district meetings of the Association. A county in good standing is defined as one which has paid the current year’s dues.”

Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: December 1, 2014
Presenter: Manager Rich
Attachment: No

ITEM TITLE: MERGING ANIMAL CONTROL WITH TYRRELL COUNTY

SUMMARY: Manager David Clegg of Tyrrell County has agreed to recommend to the Tyrrell County Board of Commissioners an Interlocal agreement merging Hyde County's Animal Control into Tyrrell County's Animal Control. This would be a 90-day trial and would maintain the following fee schedule:

- Animal Control Officer calls \$20.00 per hour plus mileage at State rate
- Boarding \$15.00 the first day and \$5.00 for each additional day

All Hyde County calls will initially be based on the same criteria currently in use.

RECOMMEND: Approve.

Motion Made By: Barry Swindell
 Earl Pugh, Jr.
 Dick Tunnell
 Ben Simmons
 John Fletcher

Motion Seconded By: Barry Swindell
 Earl Pugh, Jr.
 Dick Tunnell
 Ben Simmons
 John Fletcher

Vote: Barry Swindell
 Earl Pugh, Jr.
 Dick Tunnell
 Ben Simmons
 John Fletcher