



Since 1712

# HYDE COUNTY

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## NORTH CAROLINA

**Item Number:** 1  
**Meeting Date:** 05.07.12  
**Presenter(s):** Sharon Spencer  
**Title:** Chairman  
**Agency/Dept.:** Board of Commissioners  
**Item Title:** Call to Order, Opening Prayer, Pledge of Allegiance  
**Attachments:** No  
**Description:** General activities to open the meeting

**Times Read:**

**Impact on Budget:** None

**RECOMMENDATION:** Participate

\_\_\_\_\_ A. Byrd  
\_\_\_\_\_ B. Swindell  
\_\_\_\_\_ D. Styron  
\_\_\_\_\_ D. Tunnell  
\_\_\_\_\_ S. Spencer

\_\_\_\_\_ A. Byrd  
\_\_\_\_\_ B. Swindell  
\_\_\_\_\_ D. Styron  
\_\_\_\_\_ D. Tunnell  
\_\_\_\_\_ S. Spencer

A. Byrd  
B. Swindell  
D. Styron  
D. Tunnell  
S. Spencer

| Yea   | Nay   |
|-------|-------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |



Since 1712

# HYDE COUNTY

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## NORTH CAROLINA

**Item Number:** 2

**Meeting Date:** 05.07.12

**Presenter(s):** Sharon Spencer

**Title:** Chairman

**Agency/Dept.:** Board of Commissioners

**Item Title:** Consideration of Agenda

**Attachments:** Yes

**Description:** Consideration of Agenda for today's meeting

**Times Read:** First

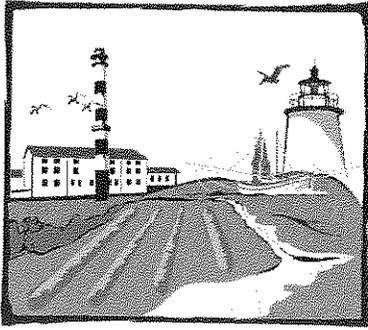
**Impact on Budget:** None

**RECOMMENDATION:** Approve

\_\_\_\_\_ A. Byrd  
 \_\_\_\_\_ B. Swindell  
 \_\_\_\_\_ D. Styron  
 \_\_\_\_\_ D. Tunnell  
 \_\_\_\_\_ S. Spencer

\_\_\_\_\_ A. Byrd  
 \_\_\_\_\_ B. Swindell  
 \_\_\_\_\_ D. Styron  
 \_\_\_\_\_ D. Tunnell  
 \_\_\_\_\_ S. Spencer

|             | Yea   | Nay   |
|-------------|-------|-------|
| A. Byrd     | _____ | _____ |
| B. Swindell | _____ | _____ |
| D. Styron   | _____ | _____ |
| D. Tunnell  | _____ | _____ |
| S. Spencer  | _____ | _____ |



Since 1712

**HYDE COUNTY BOARD OF COMMISSIONERS**  
**Monday, May 7th, 2012 - 5 PM**  
**Hyde County Courthouse Multi-purpose Room**  
30 Oyster Creek Road, Swan Quarter, NC  
and the  
Ocracoke School Commons Area  
120 School House Road, Ocracoke, NC

**AGENDA**

- Item 1**      **Call to Order, Opening Prayer**      Chrm. Spencer
- Item 2**      **Consideration of Agenda**      Chrm. Spencer
- Item 3**      **Networking Reception with Board of Education**      Chrm. Spencer
- Item 4**      **Approval of Minutes from April 16th, 2012**      Chrm. Spencer

**Item 5**      **Public Comments**

The public comment period is a time for the public to make comments to the County Commissioners. Comments should be kept to three (3) minutes and should be directed to the entire board and not to an individual Commissioner, staff member or member of the public. Time for one person to speak cannot be used by another person. Comments that reflect the need for assistance are typically to a future Board meeting agenda.

**SPECIAL RECOGNITION**

- Item 6**      **Recognition of Volunteers, National Volunteer Week**      Mazie Smith  
Martin & Carol Evans, Rita Jones Franklin, Edith Simpson, Don Evans, Julio Morales, Tammy Sadler, Paul O'Neal and the Hyde County Board of Education
- Item 7**      **Outstanding County Program Award**      Lisa Nolan, NCACC  
Clint Berry, Kris Noble, Megan Shaw, Mazie Smith
- Item 8**      **Introduction of New Employees**  
Tammy Blake, Human Resources  
Phillip Sawyer, Water Department

**ITEMS OF CONSIDERATION**

- Item 9**      **Adoption of Comprehensive Transportation Plan**      Steve Lambert
- Item 10**      **Presentation of Hyde Schools Budget Request**      Dr. Randolph Latimore

|                |  |                |
|----------------|--|----------------|
| <b>Item 11</b> | <b>Presentation of Hyde County Budget</b>                          | Mazie Smith    |
| <b>Item 12</b> | <b>Set Dates for Budget Review Sessions</b> <i>(May 14-18)</i>     | Mazie Smith    |
| <b>Item 13</b> | <b>Set Date for Public Hearing on Budget</b> <i>(May 21st)</i>     | Mazie Smith    |
| <b>Item 14</b> | <b>DJJDP County Funding Plan</b>                                   | Nancy Hodges   |
| <b>Item 15</b> | <b>Revision to Animal Control Ordinance</b> <i>(first reading)</i> | Wes Smith      |
| <b>Item 16</b> | <b>Appointment to Hyde County Board of Health</b>                  | Wes Smith      |
| <b>Item 17</b> | <b>Appointment to BHM Regional Library Board</b>                   | Darlene Styron |
| <b>Item 18</b> | <b>Appointment of Fire Marshal</b>                                 | Mazie Smith    |
| <b>Item 19</b> | <b>Engelhard Marine Park Ordinance Amendment (EMIP)</b>            | Kris Noble     |
| <b>Item 20</b> | <b>Small Town Economic Prosperity Grant (STEP)</b>                 | Kris Noble     |
| <b>Item 21</b> | <b>Engelhard Water Treatment Plant Ordinance (EWTP)</b>            | Kris Noble     |
| <b>Item 22</b> | <b>Energy Efficiency Grant Closeout (ARRA)</b>                     | Kris Noble     |
| <b>Item 23</b> | <b>Creation of Personnel Grievance Board</b>                       | Fred Holscher  |
| <b>Item 24</b> | <b>Ferry Tolls Opposition Plan Update</b>                          | Megan Shaw     |

**BUDGETARY MATTERS**

|                |   |                |
|----------------|---|----------------|
| <b>Item 25</b> | <b>Declaration of Surplus Equipment</b>                           | Andrea Gregory |
| <b>Item 26</b> | <b>Hurricane Irene Project Budget Ordinance</b>                   | Corrinne Gibbs |
| <b>Item 27</b> | <b>Contract to Audit County Financial Records</b>                 | Corrinne Gibbs |
| <b>Item 28</b> | <b><u>Board Transfers</u></b>                                     |                |
|                | <b>CAP:</b> Transfer from Salaries to Travel                      |                |
|                | <b>Health:</b> Transfer from Various accounts to various accounts |                |
|                | <b>SW:</b> Transfer from Various accounts to Container Service    |                |
|                | <b>Occup:</b> Transfer from Ocracoke Occupancy Tax to Lobbyist    |                |

**Finance:** Transfer from Fund Balance to Solid Waste Site Improvements  
Transfer from General Fund to Fund Balance Appropriated  
Transfer from Capital Reserve to General Fund  
Transfer from Capital Reserve to Capital Outlay

**Administration Transfers**

**DSS:** Transfer to cover server installation  
**Health:** Transfer from Travel to Postage  
Transfer from various accounts to Medical Supplies  
Transfer from Office Supplies to Various Accounts  
Transfer from Training to Maternal Health (*increases budget*)  
Transfer from Travel to Postage  
Transfer from Contract Operations to Postage  
Transfer from Travel to Postage  
**SWCS:** Transfer from Beaver Mgt. Program to Office Supplies  
**Finance:** Transfer from Occupancy Tax to Engelhard Development Corp.  
**Water:** Transfer from Various Accounts to Postage

**MANAGEMENT REPORTS**

**Item 29**      **Reports from Commissioners**

**Item 30**      **Reports from County Manager**

**CLOSED SESSION**

**Item 31**      **Closed Session** if requested or needed (discussion)  
Pursuant to N.C. GS 143-318.11 (1-9)

**SUPPLEMENTAL INFORMATION**

**Item 32**      **Department Reports:**  
Minutes of Hyde County Soil & Water Conservation District  
Monitoring Report of Hyde County Senior Center  
Planning & Economic Development Quarterly Report  
Response to LGC Regarding Audit Recommendations  
Senior Citizens Center Report  
Tax Office Report

**Item 33**      **General Information**  
Facebook  
Chowan County Resolution Opposing Ferry Tolls

## MEETING CALENDAR

### MAY

|           |   |
|-----------|---|
| 7th       | Board of Education Networking Session, 5 PM<br>Board of Commissioners meeting, 6 PM |
| 10th-11th | British Cemetery 70th Anniversary Celebration                                       |
| 14th-18th | Budget Review Sessions (as needed)  |
| 16th      | NCACC Legislative Grassroots Advocacy Meetings, Raleigh                             |
| 19th      | Engelhard Seafood Festival  |
| 21st      | Board of Commissioners meeting, 6 PM<br>Public Hearing on 2012-2013 Budget          |
| 28th      | <b>Memorial Day Holiday/County Offices Closed</b>                                   |

## EMPLOYMENT ANNIVERSARIES

### MAY

|      |   |
|------|---|
| 1st  | Sue Gurganus, Tax Office (17 years)                     |
| 2nd  | Melody Williams, DSS (1 year)                           |
| 4th  | David Daye, EMS (2 years)<br>Eric Godbey, EMS (2 years) |
| 13th | Sybil Howard-Johnson (14 years)                         |
| 19th | Charles Daniels, Sheriff's Department (9 years)         |



Since 1712

# HYDE COUNTY

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## NORTH CAROLINA

**Item Number:** 3

**Meeting Date:** 05.07.12

**Presenter(s):**

**Title:**

**Agency/Dept.:**

**Item Title:** Networking Reception with Board of Education

**Attachments:** No

**Description:** Members of the Board of Education and Board of County Commissioners will meet informally prior to the presentation of the School System budget.

**Times Read:** First

**Impact on Budget:** Does not increase the budget.

**Recommendation:** Enjoy!

**MOTION MADE BY:**

\_\_\_\_ A. Byrd  
\_\_\_\_ B. Swindell  
\_\_\_\_ D. Styron  
\_\_\_\_ D. Tunnell  
\_\_\_\_ S. Spencer

**MOTION SECONDED BY:**

\_\_\_\_ A. Byrd  
\_\_\_\_ B. Swindell  
\_\_\_\_ D. Styron  
\_\_\_\_ D. Tunnell  
\_\_\_\_ S. Spencer

**Vote:**

A. Byrd  
B. Swindell  
D. Styron  
D. Tunnell  
S. Spencer

**Aye**

\_\_\_\_  
\_\_\_\_  
\_\_\_\_  
\_\_\_\_  
\_\_\_\_

**Nay**

\_\_\_\_  
\_\_\_\_  
\_\_\_\_  
\_\_\_\_  
\_\_\_\_



Since 1712

# HYDE COUNTY

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## NORTH CAROLINA

**Item Number:** 4

**Meeting Date:** 05.07.12

**Presenter(s):** Sharon Spencer

**Title:** Chairman

**Agency/Dept.:** Board of Commissioners

**Item Title:** Consideration of Minutes

**Attachments:** Yes

**Description:** Minutes of the meeting held on April 16, 2012

**Times Read:** First

**Impact on Budget:** None

**RECOMMENDATION:** Approve

\_\_\_\_\_ A. Byrd  
 \_\_\_\_\_ B. Swindell  
 \_\_\_\_\_ D. Styron  
 \_\_\_\_\_ D. Tunnell  
 \_\_\_\_\_ S. Spencer

\_\_\_\_\_ A. Byrd  
 \_\_\_\_\_ B. Swindell  
 \_\_\_\_\_ D. Styron  
 \_\_\_\_\_ D. Tunnell  
 \_\_\_\_\_ S. Spencer

|                   | Yea   | Nay   |
|-------------------|-------|-------|
| _____ A. Byrd     | _____ | _____ |
| _____ B. Swindell | _____ | _____ |
| _____ D. Styron   | _____ | _____ |
| _____ D. Tunnell  | _____ | _____ |
| _____ S. Spencer  | _____ | _____ |

**DRAFT**

Meeting Minutes

**Board of County Commissioners  
Hyde County**

**April 16, 2012**

Chairwoman Sharon Spencer called the regular meeting of the Hyde County Board of Commissioners to order at 4:00 PM on Monday, April 16, 2012 in the Hyde County Government Center, Multi-Use Room, and the Ocracoke School Commons Room using electronic conferencing equipment. The following members were present on the mainland: Commissioners Anson Byrd, Sharon Spencer, Darlene Styron, Barry Swindell and Dick Tunnell; Attorney Fred Holscher; County Manager Mazie Smith; Deputy Clerk to the Board Lois Stotesberry; and, members of the public. The following members were present on Ocracoke: Deputy Clerk Jamie Carter; and, members of the public.

Following pledge of allegiance and opening prayer by Commissioner Swindell, the meeting was called to order.

**Agenda:**

Chairwoman Spencer asked for any changes to the April 16, 2012 meeting Agenda as presented by the Clerk.

Commissioner Byrd moved to approve the agenda with deletion of Item 9 – Public Hearing to Apply for CAMA Access Funds; Item 19 – Policy to Prohibit Vehicle Idling; and, Item 20 – Policy to Require Drug Testing and Criminal Background Checks on All New County Employees. Ms. Styron seconded the motion. The motion passed on the following vote:

Ayes – Byrd, Spencer, Styron, Swindell and Tunnell      Nays – None

**Closed Session:**

Commissioner Swindell moved to enter into closed session pursuant to G.S. N.C.G.S. 143-318.11(a)(6). Mr. Byrd seconded the motion. The motion passed on the following vote:

Ayes – Byrd, Spencer, Styron, Swindell and Tunnell      Nays – None

Commissioner Byrd moved to recess closed session until the end of the Agenda. Ms. Styron seconded the motion. The motion passed on the following vote:

Ayes – Byrd, Spencer, Styron, Swindell and Tunnell      Nays – None

Commissioner Styron moved to recess the regular Board meeting until 6:00 pm. Mr. Swindell seconded the motion. The motion passed on the following vote:

Ayes – Byrd, Spencer, Styron, Swindell and Tunnell      Nays – None

**Board of Equalization and Review Recommendations:**

Chairwoman Spencer called the Board of Equalization and Review to order at 5:00 p.m.

| Board of E&R Recommendations |          |                        |               |                                       |                 |                   |
|------------------------------|----------|------------------------|---------------|---------------------------------------|-----------------|-------------------|
| Name                         | Parcel   | Description            | Current Value | Recommendation                        | Change in Value | Recommended Value |
| Nancy Cotton                 | PRC 4276 | 5.00 acres             | \$159,800     | reduced to scrub land value           | \$3,750         | \$156,050         |
| Kenneth G. McDermott         | PRC 1449 | Pt. Lot 4 Bl. A.       | \$250,000     | Reduce to unbuildable lot due to size | \$50,000        | \$200,000         |
| Anne Yhon                    | PRC 4042 | Tract #1 W. S. Sparrow | \$205,606     | Reduce to unbuildable lot             | \$63,856        | \$141,750         |

|                           |              |                           |             |                              |          |             |
|---------------------------|--------------|---------------------------|-------------|------------------------------|----------|-------------|
| Grace Fincher             | PRC<br>4126  | Tract #3<br>W. S. Sparrow | \$186,000   | Reduce to<br>unbuildable lot | \$53,500 | \$132,500   |
| Swan Quarter Landing, LLC | PRC<br>2548  | 27.18 acres               | \$1,374,671 | No change in value           | 0        | \$1,374,671 |
| Michael D. Burdette       | PRC<br>15345 | 111.94 acres              | \$240,000   | No change in value           | 0        | \$240,000   |
| Michael D. Burdette       | PRC<br>15348 | 8.65 acres                | \$185,000   | No change in value           | 0        | \$185,000   |
| Nina Skinner              | PRC<br>537   | Lot #2 Bl. E              | \$345,000   | Reduce value                 | 234,000  | \$111,000   |

Commissioner Byrd moved to approve the Board of Equalization and Review recommendations as presented by Tax Administrator Linda Basnight. Mr. Swindell seconded the motion. The motion passed on the following vote:

Ayes – Byrd, Spencer, Styron, Swindell and Tunnell      Nays – None

Commissioner Swindell moved to close Equalization and Review at 6:00 p.m. Mr. Swindell seconded the motion. The motion passed on the following vote:

Ayes – Byrd, Spencer, Styron, Swindell and Tunnell      Nays – None

Commissioner Styron moved to re-convene the regular Board meeting at 6:00 p.m. Mr. Tunnell seconded the motion. The motion passed on the following vote:

Ayes – Byrd, Spencer, Styron, Swindell and Tunnell      Nays – None

**Consideration of Minutes:**

Chairwoman Spencer asked for approval of meeting minutes.

Commissioner Byrd moved to approve the April 2, 2012 Commissioners regular meeting minutes as presented by the Clerk. Ms. Styron seconded the motion. The motion passed on the following vote:

Ayes – Byrd, Spencer, Styron, Swindell and Tunnell      Nays – None

**Public Comments:**

Chairwoman Spencer called for comments from the public.

Leslie Lanier, Ocracoke – commended the Ocracoke Occupancy Tax Board for putting children on the Island first by contributing to the ball field project.

George Chamberlin, Ocracoke – stated that Ocracoke Occupancy Tax funds were not used as intended; and, recommended appointment of a new Occupancy Tax Board who would use funds for tourism as originally intended. He recommended yearly appointments as stated in the Occupancy Tax Ordinance.

There being no further comments from the public, Chairwoman Spencer continued the meeting.

**Recognitions:**

**Recognition of National Junior Swan Calling Champion**

Allen Mason of Swan Quarter was recently named the National Junior Swan Calling Champion of the United States. Allen is 11 years old and in the 5<sup>th</sup> Grade at Mattamuskeet Elementary School. His grandmother, Pam Mason, works in the Clerk of Court’s office and his father works for the N.C. Division of Ferries.

After a swan calling demonstration, Allen was presented a Certificate of Merit for Representing Hyde County in the Junior World Swan Calling Championship during the East Carolina Wildfowl Guild Wildlife Arts Festival.

**Employee of The Month**

Sheriff David Mason introduced Deputy Sargeant Jason Daniels as the April, 2012 employee of the month. Jason was a commercial fisherman who later attended Basic Law Enforcement Training (BLET) and worked as a corrections officer at Hyde Correctional. In 2003 he joined the Hyde County Sheriff's Office and is Sargeant on Ocracoke Island. Jason is a cancer survivor. He is married and has two children. He attends the Assembly of God Church.

Sheriff Mason and the Board thanked Jason for a job well done.

**Public Hearing:**

**NC DOT – Division of Aviation**

Commissioner Swindell moved to open public hearing on Remotely Piloted Aircraft (RPA) opportunity for Hyde County. Mr. Byrd seconded the motion. The motion passed on the following vote:

Ayes – Byrd, Spencer, Styron, Swindell and Tunnell          Nays – None

Bobby Walston, NC DOT Aviation Division, presented an economic development opportunity for which Hyde County is under consideration. Hyde County is well-positioned to become a leader in the emerging industry of remotely piloted aircraft without any added taxes or other funding from the County. Mr. Walston reported that with a strategic location and access to cutting-edge aviation expertise at nearby Elizabeth City State University, an RPA field at Hyde County Airport could attract national companies for testing, bring in potential new investments, and ultimately stimulate job growth. Mr. Walston stated that the Non-Piloted Aircraft Program would establish Hyde County and North Carolina as leaders in Remotely Piloted Aircraft.

Kris Noble, Grants Administrator read letters of support from Northeast Commission President Vann Rogerson, President, and Chairman Art Keeney.

Commissioner Byrd moved to close public hearing on Remotely Piloted Aircraft (RPA) opportunity for Hyde County. Ms. Styron seconded the motion. The motion passed on the following vote:

Ayes – Byrd, Spencer, Styron, Swindell and Tunnell          Nays – None

**Airport Resolution**

Commissioner Byrd moved to adopt Resolution on Remotely Piloted Aircraft (RPA) opportunity for Hyde County. Mr. Tunnell seconded the motion. The motion passed on the following vote:

Ayes – Byrd, Spencer, Styron, Swindell and Tunnell          Nays – None

*Clerk's Note: A copy of "Resolution In Support Of Remotely Piloted Aircraft (RPA) Opportunity for Hyde County" is attached herewith as Exhibit A and incorporated herein by reference.*

**Items of Consideration:**

**Proclamation of National County Government Month**

Manager Smith reported that Hyde County is celebrating 300 years of County government this year. This proclamation kicks off our celebration of the County's tri-centennial with a proclamation of National County Government Month. The theme for this year's celebration, "Healthy Counties, Healthy Families" supports the effort by county government to provide services that improve the quality of life for all citizens.

Commissioner Byrd moved to adopt Proclamation – National County Government Month – April 2012 "Healthy Counties, Healthy Families". Mr. Swindell seconded the motion. The motion passed on the following vote:

Ayes – Byrd, Spencer, Styron, Swindell and Tunnell      Nays – None

*Clerk's Note: A copy of "Proclamation – National County Government Month – April 2012 "Healthy Counties, Healthy Families" is attached herewith as Exhibit B and incorporated herein by reference.*

**Proclamation of Public Health Month**

Manager Smith recognized the 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.

Chairwoman Spencer commended Health Director Wes Smith and his staff for a job well done.

Commissioner Swindell moved to adopt Proclamation – "Public Health Month – April 2012". Mr. Byrd seconded the motion. The motion passed on the following vote:

Ayes – Byrd, Spencer, Styron, Swindell and Tunnell      Nays – None

*Clerk's Note: A copy of "Proclamation – Public Health Month – April 2012" is attached herewith as Exhibit C and incorporated herein by reference.*

**Resolution in Support of Beach Access Legislation**

Megan Shaw, Public Information Officer (PIO) presented resolution in support of H.R. 4094, which will restore pedestrian and vehicular access to Cape Hatteras National Seashore.

Commissioner Styron moved to adopt Resolution – In Support of H.R. 4094, "Preserving Access of Cape Hatteras National Seashore Recreational Area" Act. Mr. Byrd seconded the motion. The motion passed on the following vote:

Ayes – Byrd, Spencer, Styron, Swindell and Tunnell      Nays – None

*Clerk's Note: A copy of Resolution – In Support of H.R. 4094, "Preserving Access of Cape Hatteras National Seashore Recreational Area" Act is attached herewith as Exhibit D and incorporated herein by reference.*

**Resolution Supporting The Development of Protocols to Measure Sea-Level Rise**

Manager Smith reported that the Counties bordering North Carolina's coastland are banding together through NC20 to ask that protocols be developed that articulate the precise methodology to be used to measure sea-level rise, and how it is recorded, interpreted and reported. The protocols should further be developed and approved with the strong aid and participation of local governments and other stakeholders.

Commissioner Swindell moved to adopt Resolution – Concerning North Carolina's Sea-Level Rise Reports, Policies and Monitoring Efforts Act. Ms. Styron seconded the motion. The motion passed on the following vote:

Ayes – Byrd, Spencer, Styron, Swindell and Tunnell      Nays – None

*Clerk's Note: A copy of Resolution – In Support of H.R. 4094, "Preserving Access of Cape Hatteras National Seashore Recreational Area" Act is attached herewith as Exhibit E and incorporated herein by reference.*

Chairwoman Spencer reported that according to General Statutes, the Board of Commissioners may permit the County manager to appoint officers, employees and agents without first securing the Board's approval. A previous Hyde County Board of Commissioners had voted that all department head positions hired in Hyde County must be interviewed by a committee including a member of the Board of Commissioners and must be approved by the Board. The Commissioners have expressed interest in delegating the authority for all hiring decisions to the County Manager without Board involvement.

County Attorney Fred Holscher will research and give report at a later meeting.

**Recommendations by the Ocracoke Occupancy Tax Board for Distribution**

Commissioner Styron reported that the Ocracoke Occupancy Tax Board has made their recommendations for distribution of occupancy tax funds collected on the Island. These become part of the recommended budget distributions for fiscal year 2012-2013. According to Hyde County Ordinance which established the Occupancy Tax Board, the County may use the proceeds of the occupancy tax for any public purpose. The County Commissioners shall appoint two advisory committees.

Commissioner Styron moved to: 1) table discussion to the next regularly scheduled Board meeting; 2) send a copy of the Hyde County Occupancy Tax Board Ordinance and North Carolina General Statute creating tax boards in Hyde County to members of the Mainland and Ocracoke Occupancy Tax Boards; and 3) request copies of bylaws, minutes and financial statements from both boards. Ms. Spencer seconded the motion. The motion passed on the following vote:

Ayes – Byrd, Spencer, Styron, Swindell and Tunnell      Nays – None

**Memorandum of Understanding with NC Forestry Division**

Jane Hodges, Manager of Engelhard Airport, reported that a lease with the NC Division of Forest Resources and the County of Hyde is needed for the placement of fire retardant tanks and pumps at the Hyde County Airport. The lease will be in effect for five years.

Approval of the Memorandum of Understanding with the NC Division of Forest Resources is tabled pending Forestry Department attorney’s review.

**Regional Hazard Mitigation Plan**

Justin Gibbs, Emergency Management Director, reported that Beaufort, Carteret, Craven, Hyde, Pamlico Counties and their incorporated jurisdictions propose to develop a regional hazard mitigation plan. This plan would incorporate five multi-jurisdictional hazard mitigation plans into one regional plan. Craven County would serve as the lead for the project. The grant monies would be sub-granted to all counties with Craven serving as the lead county and point of contact for invoice submittal and cost report reimbursement from the State of NC to the contractor. The grant would be managed by Craven County for all involved parties. Reimbursement method would be utilized. No up-front monies would be issued to Craven County or any other county. Actual costs incurred will be all that will be eligible for reimbursement. Scope of work to be determined by the five counties involved with input and guidance from NC Emergency Management staff.

Commissioner Swindell moved to execute “Agreement to Participate in the Regional Hazard Mitigation Plan for Beaufort, Carteret, Craven, Hyde & Pamlico Counties”. Mr. Byrd seconded the motion. The motion passed on the following vote:

Ayes – Byrd, Spencer, Styron, Swindell and Tunnell      Nays – None

**Variance for Extended Use of FEMA Housing**

Justin Gibbs, Emergency Management Director, reported that on March 23, 2012, a 30-day variance extension to remain in FEMA temporary housing was granted to three families. Solomon and Bertha Cooper require a variance in order to remain in FEMA temporary housing beyond the mandated program completion.

Commissioner Byrd moved to permit a variance extension for Solomon and Bertha Cooper. Ms. Styron seconded the motion. The motion passed on the following vote:

Ayes – Byrd, Spencer, Styron, Swindell and Tunnell      Nays – None

**CDBG-CR Demolition Agreement**

Chris Hilbert, Holland Consulting Planners, Inc., reported that on March 22, 2012, sealed bids were received for demolition of housing structures through the CDBG-Community Revitalization (CR) project more commonly known as the Lake Swamp Road Project. Blackwater Enterprises, Inc. submitted the lowest responsible lump sum bid on 4 of 4 housing structure demolitions.

| HOLLAND CONSULTING PLANNERS, INC.                     |   |                        |                              |   |   |
|---|---|------------------------|------------------------------|---|---|
| FINAL BID TABULATION FORM                             |   |                        |                              |   |   |
| PROJECT:  |   |                        | BID OPENING DATE:            |   |   |
| PRELIMINARY BID SUMAMRY (RA-7) REVIEWED/TABULATED BY: |   |                        |                              | (SEE ATTACHED)  |   |
| CASE FILE #   | ADDRESS                                   | ACTUAL BID (TABULATED) | CONTRACTOR                   | RECOMMENDED AWARD <input checked="" type="checkbox"/> | COMMENTS  |
| 2   | 131 Lake Swamp Road<br>Engelhard, NC      | \$3,400.00             | Jones & Smith Contractors    |   | Blackwater Enterprises, Inc.,<br>Lump sum bid (\$12,000)<br><br>(Jones & Smith lump sum bid (18,580)) |
|   |   | \$4,000.00             | Blackwater Enterprises, Inc. | <input checked="" type="checkbox"/>                   |   |
|   |   |                        |                              |   |   |
| 3   | 155 Lake Swamp Road<br>Engelhard, NC      | \$600.00               |                              |   | Blackwater Enterprises, Inc.,<br>Lump sum bid (\$12,000)<br><br>(Jones & Smith lump sum bid (18,580)) |
|   |   | \$1,500.00             |                              | <input checked="" type="checkbox"/>                   |   |
|   |   |                        |                              |   |   |
| 4   | 195 Lake Swamp Road<br>Engelhard, NC      | \$4,700.00             |                              |   | Blackwater Enterprises, Inc.,<br>Lump sum bid (\$12,000)<br><br>(Jones & Smith lump sum bid (18,580)) |
|   |   | \$1,500.00             |                              | <input checked="" type="checkbox"/>                   |   |
|   |   |                        |                              |   |   |
| LO-1  | 221 Sadie Weston Road<br>Swan Quarter, NC | \$9,880.00             |                              |   | Blackwater Enterprises, Inc.,<br>Lump sum bid (\$12,000)<br><br>(Jones & Smith lump sum bid (18,580)) |
|   |   | \$5,000.00             |                              | <input checked="" type="checkbox"/>                   |   |
|   |   |                        |                              |   |   |

Commissioner Styron moved to award the CDBG-CR Project demolition contracts to Blackwater Enterprises, Inc. based on lowest lump sum bids. Mr. Byrd seconded the motion. The motion passed on the following vote:

Ayes – Byrd, Spencer, Styron, Swindell and Tunnell      Nays – None

**Procedure Change for Funding Non-Profit Organizations**

Manager Smith recommended change to the policy recently adopted that will guide the funding of non-profit agencies by the County. The recommended change allows non-profit organizations that are not required to have yearly audits to instead provide a copy of their IRS Form 990 with their application for funding. Ms. Smith also recommended that agencies be allowed to turn in their financial reports within 90 days after the end of the fiscal year.

Commissioner Byrd moved to approve the recommended changes to the Policy for Funding Non-Profit Organizations. Mr. Tunnell seconded the motion. The motion passed on the following vote:

Ayes – Byrd, Spencer, Styron, Swindell and Tunnell      Nays – None

**Appointment to BHM Regional Library Board**

Manager Smith reported that Peter Vankevich of Ocracoke has accepted the position of Branch Librarian for the BHM Regional Library System. He therefore cannot serve on the Board of Trustees of the system. Therefore, a resident of Ocracoke Island should be appointed to fill his unexpired term.

Appointment to BHM Regional Library Board will be made at the regularly scheduled Board meeting on May 7.

**Request for Payment to Airport Committee Members for Meeting Attendance**

Jane Hodges, Airport Manager, reported that the Hyde County Airport Board voted in unison to request that the County pay each individual member \$25 for every meeting they attend.

Request for payment to Airport Committee members died for lack of a motion.

**Appointment to Hyde County Recreation Commission**

Manager Smith reported that one appointment is still needed to the Hyde County Recreation Commission from Ocracoke. Contact information for appointees needs to be provided to the County Manager's office and a meeting schedule needs to be set.

Commissioner Styron moved to appoint Brian Carter to the Hyde County Recreation Commission representing Ocracoke. Mr. Tunnell seconded the motion. The motion passed on the following vote:

Ayes – Byrd, Spencer, Styron, Swindell and Tunnell                      Nays – None

**Information Needed for Committee Appointments**

Manager Smith reported that the Hyde County Board of Commissioners welcomes citizens' willingness to participate in local government decisions. One way of participating is by serving as a citizen member of one of the County's Commissions, Advisory Boards and/or Committees. Citizens applying for appointment to a County board, committee, advisory board, etc. need to complete an application for inclusion in the Hyde County Boards and Committees Log.

No action required. Commissioners will distribute the application form to Boards/Committees/Advisory Boards that they have been appointed to represent Hyde County.

**Budgetary Matters:**

Mazie Smith, County Manager, reported that in accordance with the FY2011-2012 Budget Ordinance, Article XIX, Section I, two budget transfers were approved administratively.

Commissioner Swindell moved to approve administrative transfer of \$5,000 in the Administration Department and \$2,198 in the Health Department to align budget with expenses; and, to approve transfer of \$37,000 and \$12,500 in the Utilities Department to align budget with expenses. Mr. Byrd seconded the motion. The motion passed on the following vote:

Ayes – Byrd, Spencer, Styron, Swindell and Tunnell                      Nays – None

**Appointment of Emergency Manager**

Commissioner Swindell moved to appoint Justin Gibbs as Hyde County Emergency Manager. Mr. Byrd seconded the motion. The motion passed on the following vote:

Ayes – Byrd, Spencer, Styron, Swindell and Tunnell                      Nays – None

**County Commissioners Reports:**

**Commissioner Swindell** – no report given.

**Commissioner Styron** – reported that she attended the Ocracoke Occupancy Tax Board meeting where requests for funding were discussed and the Ocracoke Civic and Business meeting. Ms. Styron announced that NPS Park Ranger Kenny Ballance will retire in May.

**Commissioner Byrd** – congratulated Justin Gibbs on his appointment as Director of Emergency Services.

**Commissioner Tunnell** – reported progress is being made on the Swan Quarter Dike cleanup project. Mr. Tunnell will set a date for the first Hyde County Recreation Commission meeting.

**Commissioner Spencer** – reported that she attended the Albemarle Commission meeting. Ms. Spencer thanked Manager Smith and Health Director Wesley Smith for their participation in Child Abuse Prevention week.

**County Manager’s Report:**

Manager Smith reported that she will attend a Disaster Debris Workshop in Manteo on Tuesday; and, assessment of County facilities will be conducted on Ocracoke on Wednesday and on the mainland on Thursday. Ms. Smith will host the Northeast Regional County Manager’s meeting on Thursday. She reminded everyone that the Hyde County 4-H Livestock Show will be on Wednesday, April 25. Ms. Smith mentioned National Volunteer Week and thanked all who participated during and since Hurricane Irene and the Volunteer Fire Departments who were critical to the recovery of Hyde County. She also commended Brian Carter, Eric Godbey and the Ocracoke EMS personnel for their life-savings efforts to the victim of a recent golf cart accident.

Chairwoman Spencer commended Edith Simpson, Rita Jones and Carol and Martin Evans for volunteer services since the hurricane and asked that they be invited to attend the next Board meeting.

**Closed Session:**

Commissioner Swindell moved to re-convene closed session pursuant to G.S. N.C.G.S. 143-318.11(a)(6) at 7:55 p.m. Mr. Byrd seconded the motion. The motion passed on the following vote:

Ayes – Byrd, Spencer, Styron, Swindell and Tunnell            Nays – None

Commissioner Styron moved to come out of closed session. Mr. Swindell seconded the motion. The motion passed on the following vote:

Ayes – Byrd, Spencer, Styron, Swindell and Tunnell            Nays – None

**Supplemental Information:**

**Department Reports**

Animal Control  
Health Department  
Code Enforcement/Inspections  
Senior Center

**Other Information**

Albemarle Food Bank 24/7 – 365 Campaign  
Board of Health Meeting Minutes, December 20, 2011  
County Manager’s Evaluation Form  
NCDOT 2040 Plan Information  
Hyde Transit Steering Committee Minutes

**Meeting Calendar**

**April, 2012**

04-16-2012    Board of Commissioners Meeting, 4:00 p.m.  
                  Board of Equalization and Review 5:00 pm (if required)  
04-17-2012    Disaster Debris Management Workshop for Local Governments, Manteo  
04-20-2012    County Manager’s Leadership Team Retreat, Engelhard  
04-25-2012    Hyde County 4-H Livestock Show and Sale, Ponzer  
04-26-2012    NCACC District Meeting, Williamston, 5:30 p.m.  
04-30-2012    Broadband Meeting

**May, 2012**

05-02-2012 Disaster Debris Management Workshop for Local Governments, Edenton  
05-07-2012 Board of Education Networking Session, Multi-Use Room, Hyde County  
Board of Commissioners Meeting, 6:00 p.m.  
05-11-2012 British Cemetery 70<sup>th</sup> Anniversary Celebration  
05-14 - 18 Budget Review Sessions (as needed)  
05-16-2012 NCACC Legislative Grassroots Advocacy Meetings, Raleigh  
05-21-2012 Board of Commissioners Meeting, 6:00 p.m.  
Public Hearing on FY2012-2013 Hyde County Budget  
05-28-2012 Memorial Day Holiday (County offices closed)

**Employment Anniversaries**

**April, 2012**

04-05-2012 Clint Berry, Public Works (19 years)  
04-07-2012 Jeremy Andrews, Sheriff's Department (4 years)  
04-17-2012 Betty Gibbs, Social Services (12 years)  
04-23-2012 Christina McCoy, Home Health (3 years)  
04-27-2012 Portia Gibbs, Elections (11 years)  
04-30-2012 Judy Midyette, Health Department (13 years)

Commissioner Styron moved to adjourn the meeting. Mr. Swindell seconded the motion. The motion passed on the following vote:

Ayes – Byrd, Spencer, Styron, Swindell and Tunnell

Nays – None

The meeting adjourned at 9:15 P.M.

Respectfully submitted:

Minutes approved on the 7<sup>th</sup> day of May, 2012.

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Lois Stotesberry, Deputy Clerk  
Hyde County Board of Commissioners

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Sharon Spencer, Chair  
Hyde County Board of Commissioners

Attachments:

- Exhibit A: *Resolution – “Resolution In Support Of Remotely Piloted Aircraft (RPA) Opportunity for Hyde County”*
- Exhibit B: *Proclamation – “National County Government Month – April 2012 Healthy Counties, Healthy Families”*
- Exhibit C: *Proclamation – “Public Health Month – April 2012”*
- Exhibit D: *Resolution – In Support of H.R. 4094, “Preserving Access of Cape Hatteras National Seashore Recreational Area”*
- Exhibit E: *Resolution – “Concerning North Carolina’s Sea-Level Rise Reports, Policies and Monitoring Efforts”*



Since 1712

# HYDE COUNTY

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## NORTH CAROLINA

**Item Number:** 5

**Meeting Date:** 05.07.12

**Presenter(s):** Citizens

**Title:**

**Agency/Dept.:**

**Item Title:** Public Comments

**Attachments:** Yes

**Description:** 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.

**Times Read:**

**Impact on Budget:**

**Recommendation:** Listen for understanding

**MOTION MADE BY:**

\_\_\_\_ A. Byrd  
\_\_\_\_ B. Swindell  
\_\_\_\_ D. Styron  
\_\_\_\_ D. Tunnell  
\_\_\_\_ S. Spencer

**MOTION SECONDED BY:**

\_\_\_\_ A. Byrd  
\_\_\_\_ B. Swindell  
\_\_\_\_ D. Styron  
\_\_\_\_ D. Tunnell  
\_\_\_\_ S. Spencer

**Vote:**

A. Byrd  
B. Swindell  
D. Styron  
D. Tunnell  
S. Spencer

**Aye**

\_\_\_\_  
\_\_\_\_  
\_\_\_\_  
\_\_\_\_  
\_\_\_\_

**Nay**

\_\_\_\_  
\_\_\_\_  
\_\_\_\_  
\_\_\_\_  
\_\_\_\_



Since 1712

# HYDE COUNTY

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## NORTH CAROLINA

**Item Number:** 6

**Meeting Date:** 05.07.12

**Presenter(s):** Mazie Smith, Justin Gibbs

**Title:** County Manager, Director of Emergency Services respectively

**Agency/Dept.:** Administration, Emergency Services respectively

**Item Title:** Recognition of Volunteers in the Spirit of National Volunteer Week

**Attachments:** Yes

**Description:** Several citizens are being recognized for their volunteer efforts and "above and beyond" efforts to recover from Hurricane Irene, including Martin Evans, Carol Evans, Rita Jones Franklin, Edith Simpson, Don Evans, Julio Morales, Tammy Sadler, and Paul O'Neal. The Hyde County Board of Education will also be thanked for their support of the recovery efforts.

**Times Read:** First

**Impact on Budget:** None

**RECOMMENDATION:** Thank and praise the volunteers!

|       |             |       | Yea         | Nay   |
|-------|-------------|-------|-------------|-------|
| _____ | A. Byrd     | _____ | A. Byrd     | _____ |
| _____ | B. Swindell | _____ | B. Swindell | _____ |
| _____ | D. Styron   | _____ | D. Styron   | _____ |
| _____ | D. Tunnell  | _____ | D. Tunnell  | _____ |
| _____ | S. Spencer  | _____ | S. Spencer  | _____ |

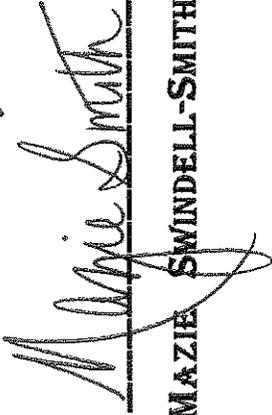
# COMMUNITY SERVICE AWARD

PRESENTED TO

HYDE COUNTY BOARD OF EDUCATION

IN GRATEFUL APPRECIATION FOR YOUR OUTSTANDING & DEDICATED  
SERVICE TO THE CITIZENS OF HYDE COUNTY

AWARDED THIS THE 7<sup>TH</sup> DAY OF MAY, 2012.



\_\_\_\_\_  
SHARON P. SPENCER, CHAIRWOMAN  
HYDE COUNTY BOARD OF COMMISSIONERS

MAZIE SWINDELL-SMITH, COUNTY MANAGER



Since 1712

# HYDE COUNTY

## NORTH CAROLINA

**Item Number:** 7

**Meeting Date:** 05.07.12

**Presenter(s):** Lisa Nolan

**Title:** Outreach Coordinator

**Agency/Dept.:** North Carolina Association of County Commissioners

**Item Title:** Presentation of 2011 Outstanding County Program Award in the Public Information/Participation Category

**Attachments:** Yes

**Description:** Hyde County is being recognized with this award for the public information and training provided when curbside pickup was discontinued. County staff provided training to individuals interested in starting their own trash pickup business, and also created brochures and flyers, press releases and held public meetings to help citizens through the transition. This was truly a team effort amongst county staff members.

**Times Read:** First

**Impact on Budget:** Does not increase the budget.

**Recommendation:** Celebrate, congratulate!

| <u>MOTION MADE BY:</u> | <u>MOTION SECONDED BY:</u> | <u>Vote:</u> | <u>Aye</u> | <u>Nay</u> |
|------------------------|----------------------------|--------------|------------|------------|
| ____ A. Byrd           | ____ A. Byrd               | A. Byrd      | ____       | ____       |
| ____ B. Swindell       | ____ B. Swindell           | B. Swindell  | ____       | ____       |
| ____ D. Styron         | ____ D. Styron             | D. Styron    | ____       | ____       |
| ____ D. Tunnell        | ____ D. Tunnell            | D. Tunnell   | ____       | ____       |
| ____ S. Spencer        | ____ S. Spencer            | S. Spencer   | ____       | ____       |

# FW: Outstanding County Program Awards

Thursday, May 03, 2012

6:07 PM

**From:** Lisa Nolen [<mailto:lisa.nolen@ncacc.org>]  
**Sent:** Tuesday, April 10, 2012 1:05 PM  
**To:** [mshaw@hydecourtync.gov](mailto:mshaw@hydecourtync.gov)  
**Cc:** [msmith@hydecourtync.gov](mailto:msmith@hydecourtync.gov)  
**Subject:** Outstanding County Program Awards

Dear Megan,

Congratulations! Your entry, Hyde County enlists locals to solve trash dilemma, has been selected as a 2011 Outstanding County Program Award winner in the Public Information/Participation category.

We would like to present this award to you at your next regular Board of Commissioners meeting. Please let me know when your next Board meeting is and if it is possible to get on the agenda for a short presentation.

Thanks, Lisa



Lisa Nolen  
Outreach Coordinator  
North Carolina Association of County Commissioners  
Phone (919) 715-4362  
Fax (919) 733-1065  
Mobile (919) 271-3898  
[www.ncacc.org](http://www.ncacc.org)  
[www.welcometoyourcounty.org](http://www.welcometoyourcounty.org)





Since 1712

# HYDE COUNTY

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## NORTH CAROLINA

**Item Number:** 8

**Meeting Date:** 05.07.12

**Presenter(s):** Mazie Smith, Clint Berry

**Title:** County Manager and Director of Public Works, respectively

**Agency/Dept.:** Hyde County Government

**Item Title:** Introduction of New Employees

**Attachments:** No

**Description:** Clint Berry will introduce Phillip Sawyer, and Manager Smith will introduce Tammy Blake, new Director of Human Resources.

**Times Read:** First

**Impact on Budget:** Does not increase the budget.

**Recommendation:** Welcome new employees!

| <u>MOTION MADE BY:</u> | <u>MOTION SECONDED BY:</u> | <u>Vote:</u> | <u>Aye</u> | <u>Nay</u> |
|------------------------|----------------------------|--------------|------------|------------|
| _____ A. Byrd          | _____ A. Byrd              | A. Byrd      | _____      | _____      |
| _____ B. Swindell      | _____ B. Swindell          | B. Swindell  | _____      | _____      |
| _____ D. Styron        | _____ D. Styron            | D. Styron    | _____      | _____      |
| _____ D. Tunnell       | _____ D. Tunnell           | D. Tunnell   | _____      | _____      |
| _____ S. Spencer       | _____ S. Spencer           | S. Spencer   | _____      | _____      |