

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

Meeting Date: January 8, 2018
Presenter: Chairman Earl Pugh, Jr.
Attachment: No

ITEM TITLE: OPENING

SUMMARY: Call to Order
Opening Prayer
Pledge of Allegiance

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

Meeting Date: January 8, 2018
Presenter: Chairman Earl Pugh, Jr.
Attachment: Yes

ITEM TITLE: CONSIDERATION OF AGENDA

SUMMARY: Attached is the proposed Agenda for the January 8, 2018 Regular Meeting of the Hyde County Board of Commissioners.

RECOMMEND: Review, Amend and Approve.

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

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

Vote: ___ Earl Pugh, Jr.
___ Barry Swindell
___ Dick Tunnell
___ Ben Simmons
___ Tom Pahl

AGENDA

HYDE COUNTY BOARD OF COMMISSIONERS' REGULAR MEETING

MONDAY, JANUARY 8, 2018 – 6:00 PM

CALL TO ORDER

CONSIDERATION OF AGENDA

CONSIDERATION OF MINUTES

- 1) December 4, 2017 Organizational Meeting Minutes
- 2) December 4, 2017 Regular Meeting Minutes
- 3) December 12, 2017 Joint Board of Commissioners & Board of Education Meeting Minutes

PUBLIC HEARINGS (none)

PRESENTATIONS

- 1) Commendation – Attorney Fred Holscher Mgr. Rich
- 2) DMA-Leg Requirement SL 2017-57-Sec. 11H.15.21.222 Laurie Potter

EMPLOYEE RECOGNITION

PUBLIC COMMENTS

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

ITEMS OF CONSIDERATION

- 1) T-Mobile Cell Towers Kris Noble
 - a. Intersection of Rose Bay & HWY 264
 - b. Hyde Canal
- 2) Appointment
 - a. Engelhard VFD Relief Fund Board of Trustees Tony Spencer
- 3) NC Volunteer Fire Fund – Matching Grant Funds Tony Spencer
- 4) 2018 IRS Standard Mileage Rate Corrinne Gibbs

BUDGET MATTERS

1) Emergency Services

- a. Solid Waste
- b. EM
- c. Health

MANAGEMENT REPORTS

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

PUBLIC COMMENTS

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

CLOSED SESSION (discussion and possible action if required)

ADJOURN

SUPPLEMENTAL INFORMATION

Department Reports

- 1) Tax Department (requires signature)
- 2) Inspections
- 3) Human Resources
- 4) IT Department
- 5) Health Department
- 6) Department of Social Services
- 7) Senior Center
- 8) Soil & Water
- 9) Cooperative Extension

Informational Items

- 1) Durham County – Resolution Regarding K-3 Class Size Reduction Implementation By Durham County Commissioners
- 2) Public Notice – TDA Meeting

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

Meeting Date: January 8, 2018
Presenter: Lois Stotesberry, Clerk
Attachment: Yes

ITEM TITLE: CONSIDERATION OF MINUTES

SUMMARY: Attached are the December 4, 2017 Organizational Meeting Minutes; December 4, 2017 Regular Meeting Minutes; and, December 12, 2017 Joint Board of Education Meeting Minutes of the Hyde County Board of Commissioners.

RECOMMEND: Review, Amend and Approve.

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

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

Vote: ___ Earl Pugh, Jr.
___ Barry Swindell
___ Dick Tunnell
___ Ben Simmons
___ Tom Pahl

Organizational Meeting Minutes

**Board of County Commissioners
Hyde County**

Monday, December 4, 2017

Chairman Earl Pugh, Jr. called the Organizational Meeting of the Hyde County Board of Commissioners to order at 6:00p.m., on Monday, December 4, 2017, in the Hyde County Government Center, Multi-Use Room, and the Ocracoke Community Center using electronic conferencing equipment.

The following members were present on the mainland: Chairman Earl Pugh, Jr., Vice-chairman Barry Swindell, Assistant County Manager Kris Noble; Clerk to the Board Lois Stotesberry; Deputy Clerk Justin Gibbs; and, members of the public.

Commissioner Tom Pahl; County Manager Bill Rich; Attorney Fred Holscher; Public Information Officer Donnie Shumate and members of the public were present on Ocracoke.

Commissioner Ben Simmons attended via telephone.

Commissioner Dick Tunnell was absent.

Consideration of Agenda:

Commissioner Swindell moved to approve the December 4, 2017 Board of Commissioners Organizational Meeting Agenda as presented by the Clerk with commendation of County Attorney Fred Holscher and appointment of County Attorney Franz F. Holscher moved to the January 8, 2018 Board meeting. Mr. Pahl seconded the motion. The motion passed on the following vote: Ayes – Pugh, Swindell, Pahl and Simmons; Nays – None; Absent or not voting – Tunnell.

Consideration of Minutes:

Commissioner Swindell moved to approve the November 6, 2017 Hyde County Board of Commissioners Regular Meeting Minutes as presented by the Clerk with corrections on page 1, line 41 – power outage on Ocracoke but that Tideland-EMC PCL refunded approximately \$5,600.00 profit lost. And on page 6, line 15 – Vice-chairman Barry Swindell – attended Commissioner Planning Board, Health Board and meeting with Transit Director Board meetings. Mr. Pahl seconded the motion. The motion passed on the following vote: Ayes – Pugh, Swindell, Pahl and Simmons; Nays – None; Absent or not voting – Tunnell.

Nominations and Appointments:

Clerk to the Board of Commissioners Lois Stotesberry called for nomination of Board Chairman.

Commissioner Swindell moved to nominate Commissioner Pugh for Chairman of the Board of Commissioners. Mr. Pahl seconded the motion. The motion passed on the following vote: Ayes – Pugh, Swindell, Pahl and Simmons; Nays – None; Absent or not voting – Tunnell.

Chairman Pugh assumed his position as Chairman of the Hyde County Board of Commissioners and thanked the Board for his nomination.

Commissioner Simmons moved to nominate Commissioner Swindell for Vice-Chairman of the Board of Commissioners. Mr. Pahl seconded the motion. The motion passed on the following vote: Ayes – Pugh, Swindell, Pahl and Simmons; Nays – None; Absent or not voting – Tunnell.

1 Commissioner Swindell moved to nominate Attorney Franz F. Holscher for a one-year appointment as County
2 Attorney. Mr. Pahl seconded the motion. The motion passed on the following vote: Ayes – Pugh, Swindell, Pahl
3 and Simmons; Nays – None; Absent or not voting – Tunnell.

4 Attorney Fred Holscher will attend the January 8, 2018 Board of Commissioners meeting for Franz Holscher.

5 Commissioner Simmons moved to re-appoint Lois Stotesberry for Clerk to the Board of Commissioners. Mr.
6 Swindell seconded the motion. The motion passed on the following vote: Ayes – Pugh, Swindell, Pahl and
7 Simmons; Nays – None; Absent or not voting – Tunnell.

8 Commissioner Swindell moved to re-appoint Justin Gibbs, Rosemary Johnson and Donnie Shumate for Deputy
9 Clerk(s) to the Board of Commissioners. Mr. Swindell seconded the motion. The motion passed on the following
10 vote: Ayes – Pugh, Swindell, Pahl and Simmons; Nays – None; Absent or not voting – Tunnell.

11 **Oath of Office:**

12 Brandy Pugh, Clerk of Court administered “Oath of Office” to Clerk to the Board Lois Stotesberry; Deputy Clerks
13 Justin Gibbs, Rosemary Johnson and Donnie Shumate.

14 Commissioner Swindell moved to close the Organizational Meeting of the Hyde County Board of Commissioners.
15 Mr. Pahl seconded the motion. The motion passed on the following vote: Ayes – Pugh, Swindell, Pahl and
16 Simmons; Nays – None; Absent or not voting – Tunnell. The meeting adjourned at 6:15p.m.

17
18 Respectfully submitted:

19 Minutes approved on the 8th day of January, 2018.

20
21 Attest:

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

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

1 **Regular Meeting Minutes**

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

4
5 **Monday, December 4, 2017**
6

7 After opening prayer Chairman Earl Pugh, Jr. called the Regular Meeting of the Hyde County Board of
8 Commissioners to order on Monday, December 4, 2017, in the Hyde County Government Center, Multi-Use Room,
9 and the Ocracoke Community Center using electronic conferencing equipment.

10 The following members were present on the mainland: Chairman Earl Pugh, Jr., Vice-chairman Barry Swindell,
11 Assistant County Manager Kris Noble; Clerk to the Board Lois Stotesberry; Deputy Clerk Justin Gibbs; and,
12 members of the public.

13 Commissioner Tom Pahl; County Manager Bill Rich; Attorney Fred Holscher; Public Information Officer Donnie
14 Shumate and members of the public were present on Ocracoke.

15 Commissioner Ben Simmons attended via telephone.

16 Commissioner Dick Tunnell was absent.
17

18 **Consideration of Agenda:**

19 Commissioner Swindell moved to approve the December 4, 2017 Board of Commissioners Regular Meeting
20 Agenda as presented by the Clerk with Presentation No. 2 – DMA-LEG Requirement moved to the January 8, 2018
21 meeting agenda and with correction of Item No. 3 – Appointment to BHM Ocracoke Library Board of Directors.
22 Mr. Pahl seconded the motion. The motion passed on the following vote: Ayes – Pugh, Swindell, Pahl and
23 Simmons; Nays – None; Absent or not voting – Tunnell.

24 **Presentations:**

25 **Habitat Framework for Strategic Plan**

26 Charles Poe, Consultant, New Era Industries, Inc., presented framework of the strategic plan for Habitat for
27 Humanity North Carolina (HHNC). Goals and objectives of HHNC include: 1) Build a Sustainable Organization –
28 Mobilize Resources & Steward Them Faithfully, 2) Build Community Impact – Improve Housing Conditions, 3)
29 Build Sector Impact – Partner to Increase Shelter Access and 4) Build Societal Impact – Inspire Action to End
30 Poverty Housing.

31 **Proclamation of Support for HB551/SB595 (Marsy’s Law)**

32 Bill Rich, County Manager, reported Marsy’s Law for North Carolina is a non-profit that is working to pass a
33 victim’s rights bill here in North Carolina. The bill would give victims of violent crimes the right under the state
34 constitution to be notified about the release of their attacker, the date of the bail hearings, parole hearings, and the
35 right to be kept informed about all aspects of the trial.

36 Commissioner Pahl moved to adopt “Proclamation of Support for HB551/SB595 (Marsy’s Law)”. Mr. Swindell
37 seconded the motion. The motion passed on the following vote: Ayes – Pugh, Swindell, Pahl and Simmons; Nays
38 – None; Absent or not voting – Tunnell.
39

1 *Clerk's Note: A copy of "Proclamation of Support For HB551/SB595 (Marsy's Law)" is attached herewith as Exhibit A and incorporated herein by reference.*

2 **Employee Recognition:**

3 Bill Rich, County Manager, thanked Attorney Fred Holscher for his service and friendship to Hyde County, the
4 commissioners and himself.

5 **Public Comments:**

6 **Tom Kane, Ocracoke** – requested information about the preliminary flood maps.

7 Kris Noble, Assistant County Manager, will send Mr. Kane a timeline and information about the maps.

8 There being no further comment from the public, Chairman Pugh continued the meeting.

9 **Items of Consideration:**

10 **Resolution – Establishing Regular Meeting Dates**

11 Commissioner Swindell moved to adopt "Resolution No. 2017-12-04 – Resolution of The Hyde County Board of
12 Commissioners Establishing Regular Meeting Dates" as directed by General Statute §143-318.12. Mr. Pahl
13 seconded the motion. The motion passed on the following vote: Ayes – Pugh, Swindell, Pahl and Simmons; Nays
14 – None; Absent or not voting – Tunnell.

15 *Clerk's Note: A copy of "Resolution No. 2017-12-04 – Resolution of The Hyde County Board of Commissioners Establishing Regular Meeting Dates" is attached herewith as Exhibit B and incorporated herein by reference.*

16 **Project Budget Ordinance – Stream Debris Removal Project**

17 Daniel Brinn, Water and Flood Control Coordinator, reported this project budget ordinance will outline revenues
18 and expenditures to complete the North Carolina Department of Agriculture and Consumer Services Division of
19 Soil & Water Conservation Stream Debris Removal Project identified as Phase III award of the Disaster Recovery
20 Act of 2016 in the amount of \$858,487.00.
21

22 Hyde County will work with Hyde Soil & Water to complete stream debris removal activities including cutting and
23 removing downed trees, broken tops and woody/vegetative debris that impede or potentially impede water flow in
24 31 streams/canals and drainage districts throughout the county, as well as sediment removal and bank stabilization
25 in a limited number of areas.

26 Commissioner Swindell moved to adopt "Hyde County – North Carolina Department of Agriculture and Consumer
27 Services Division of Soil & Water Conservation Stream Debris Removal Project Phase III Award of the Disaster
28 Recovery Act of 2016 Project Budget Ordinance". Mr. Pahl seconded the motion. The motion passed on the
29 following vote: Ayes – Pugh, Swindell, Pahl and Simmons; Nays – None; Absent or not voting – Tunnell.

30 *Clerk's Note: A copy of "A Hyde County – North Carolina Department of Agriculture and Consumer Services Division of Soil & Water Conservation Stream Debris Removal Project Phase III Award of the Disaster Recovery Act of 2016 Project Budget Ordinance" is attached herewith as Exhibit C and incorporated herein by reference.*

31 **Consideration of Recommended Administrative Changes - Effective July 1, 2018**

32 Bill Rich, County Manager, requested the Board's consideration of the selection of Kris Cahoon Noble as incoming
33 County Manager and Bill Rich as a county-contracted employee as presented at the Board Retreat meeting on
34 October 11, 2017.
35

1 Commissioner Pahl moved to approve the concept of the recommended administrative changes (to become
2 effective July 1, 2018) as presented by County Manager Bill Rich. Mr. Simmons seconded the motion. The motion
3 passed on the following vote: Ayes – Pugh, Swindell, Pahl and Simmons; Nays – None; Absent or not voting –
4 Tunnell.

5 Commissioner Simmons left the meeting at 7:00p.m.

6 **Appointment – BHM Regional Library Board of Trustees**

7 Commissioner Pahl moved to re-appoint Liz Hotchkiss to serve as the Ocracoke representative on the
8 Beaufort/Hyde/Martin Regional Library Board of Trustees. Mr. Simmons seconded the motion. The motion
9 passed on the following vote: Ayes – Pahl, Pugh and Swindell; Nays – None; Absent or not voting – Tunnell and
10 Simmons.

11 **Update on 911**

12 Justin Gibbs, Emergency Services Director, presented update on the Dare/Tyrrell/Hyde Regional Emergency
13 Communications Center (DTH-RECC) project. Hyde County E-911 services are on track to cut over to Dare
14 County on Wednesday, December 6, 2017.

15 **CDBG-DR Conditional Award Letter – Davis Ventures Roof**

16 Kris Noble, Assistant County Manager, reported Hyde County recently received notice from the Governor's
17 Hurricane Recovery Office and the NC Division of Emergency Management that it is entitled to receive up to
18 \$500,000.00 for a three year grant term under the NC CDBG-DR program for repairs to the roof of the Davis
19 Ventures building in Engelhard. Hyde County will be required to execute a Memorandum of Agreement that will
more thoroughly articulate the terms and conditions of the grant award. No action required at this time.

21 **Contract and Agreement for Services – McClees Consulting**

22 Kris Noble, Assistant County Manager, reported Hyde County's contract/agreement for services through
23 McClees Consulting is up for renewal at the end of December. The contract term will run from January 1, 2018
24 through December 31, 2018.

25 Commissioner Swindell moved to renew McClees Consulting Contract and Agreement for 2018. Mr. Pahl
26 seconded the motion. The motion passed on the following vote: Ayes – Pahl, Pugh and Swindell; Nays – None;
27 Absent or not voting – Tunnell and Simmons.

28 **NC DOT Aviation Funds – Hyde County Airport Advisory Committee Recommendation of Expenditures**

29 Kris Noble, Assistant County Manager, reported the Hyde County Airport Advisory Committee met on November
30 28, 2017 at the Hyde County Airport in Engelhard. In attendance were Airport Manager Jane Hodges; Committee
31 members Wilson Daughtry, Greg Gibbs and Tim Whitfield; Assistant County Manager Kris Noble; and Jay Talbert
32 of Talbert & Bright, Inc.

33 Each year NC DOT Aviation grants each general aviation airport in the nation \$150,000.00 non-primary entitlement
34 funds including the Hyde County Airport. These grant funds are required to be matched with county funds in the
35 amount of \$16,620.00 giving the airport an improvement budget of \$166,620.00 each year. This money can be held
36 over for up to four fiscal years. After the fourth fiscal year, the remainder of the oldest portion of funds will revert
37 back to the state.

1 Jay Talbert serves as Hyde County's engineer and grant administrator for NC DOT Aviation grant funds and asked
the committee for guidance in regard to all money expiring on June 30, 2018. NC DOT Aviation requires all
3 FY2013 funds to be appropriated by December 15, 2017 and expended by June 30, 2018. The amount of funding to
4 be expended is \$110,260.00 and the funds must be expended and not simply under contract.

5 The Airport Advisory Committee recommends the funding be appropriated towards the design and engineering of
6 the following projects:

- 7 • Extension of the current runway to 5000 foot. This extension will potentially increase fuel sales and would
8 allow larger planes to fly in.
- 9 • Construction of a NC DOT Aviation certified turnaround at the end of the extension. This makes the
10 airport facility safer for multiple take offs and landings.
- 11 • Construction of a 100' x 120' airport hanger. This size hanger will make it possible to store approximately
12 ten planes and create a mechanism for generation of revenue for the airport.

13 The group discussed how they plan to proceed in construction of the above projects after the design work is
14 complete. Hyde will have approximately \$670,000.00 to spend out of FY2014-2017 money that can be utilized for
15 construction. The group suggests combining the extension and turnaround to gain economies of scale with dirt
16 work and grading. Also, it is hoped that there will be funds from the \$670,000.00 to improve the future site of the
17 hanger. It is hoped that all site work for the hanger can be bid with the site work for the extension and turnaround.

18 In regard to funds to pay for the ultimate construction of the hanger, the group would like to utilize the maximum
19 allocation of \$670,000.00 and seek interim financing for the remaining \$400,000.00. The financed amount will be
20 paid through future grant funds. The three projects will take the groups long range planning strategies through 2022.

21 Commissioner Swindell moved to authorize Talbert and Bright to submit a package to the state to utilized the
22 \$110,260.00 to design the runway extension, turnaround and a hanger sized 120' x 100' with insulation, electrical
23 and heat. Mr. Pahl seconded the motion. The motion passed on the following vote: Ayes – Pahl, Pugh and
24 Swindell; Nays – None; Absent or not voting – Tunnell and Simmons.

25 **Budget Transfers:**

26 Bill Rich, County Manager, presented the following budget transfers for Board of Commissioner approval.

27 **Health Department**

28 BR11-18 – Healthy Communities – Drug Take Back Project	\$ 2,000.00
29 BR12-18 – Healthy Communities – Contract Radiology	\$ 2,700.00

30
31 **Veteran Services**

32 Departmental Supplies – Travel	\$ 250.00
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33 Commissioner Swindell moved to approve Health Department BR11-18 and BR12-18 transfers and Veteran
34 Services transfer as presented. Mr. Pahl seconded the motion. The motion passed on the following vote: Ayes
– Pahl, Pugh and Swindell; Nays – None; Absent or not voting – Tunnell and Simmons.

1 **Veteran Services Officer**

2 Tammy Blake, Human Resources Officer, reported Sherry Stotesberry has been hired for the Veteran Services
3 Officer position. Sherry is familiar with veteran affairs. She is retired from Beaufort County Community
4 College.

5 **Management Reports:**

6 **Chairman Earl Pugh, Jr.** – attended the Albemarle Commission Annual Awards Banquet where Manager Rich
7 received the 2017 Outstanding County Manager in Region R award and attended a Trillium Health Resources
8 meeting.

9
10 **Commissioner Tom Pahl** – attended a luncheon with the Ferry Division regarding the tram and passenger
11 Ferry projects. He attended the NCDOT Ferry Division public information meeting, Waterways Commission
12 meeting, and the Board of Adjustments meeting with William Howard. Mr. Pahl also met with Paul Spruill and
13 Ben Beagle of Tideland EMC.

14 **Commissioner Barry Swindell** – no report.

15 **Commissioner Ben Simmons** – absent.

16 **Commissioner Dick Tunnell** – absent.

17 **County Manager Bill Rich** – reported Golden LEAF funds have been spent. He reported one of the three
18 Revolving Loan Fund loans closed today and the other two loans will close tomorrow. Mr. Rich and Rosemary
19 Johnson met with Dan Gurlock of Golden LEAF and requested an additional \$250 million grant funding. He
20 attended a meeting with the attorney for PCL to discuss Hyde and Dare County settlements, attended the NC
21 Beach and Inland Waterways meeting and the UNC-School of Government Foundation meeting.

22 **Assistant County Manager Kris Noble** – attended the Albemarle Commission Annual Awards Banquet where
23 Manager Rich received the 2017 Outstanding County Manager in Region R award, and the Mattamuskeet Lodge
24 meeting with the NC State Budget Office to discuss construction of the final roof and tower projects. Ms. Noble
25 presented update on the Hyde County Youth Athletics program, Engelhard Sanitary District extension grant,
26 Opioid Drug Task Force services, Tideland EMC West Quarter loan and pedestrian planning for Ocracoke. She
27 invited everyone to attend the County Christmas Party in Fairfield on Wednesday.

28 **Public Comments:**

29 **Justin Gibbs, ES Director** – reported details and findings during testing and site visits on the E-911
30 consolidation project are all good.

31 There being no further comment from the public, Chairman Pugh continued the meeting.

32 **Closed Session (none)**

33 **Adjourn**

34
35 Commissioner Swindell moved to adjourn the meeting. Mr. Pahl seconded the motion. The motion passed on the
36 following vote: Ayes – Pahl, Pugh and Swindell; Nays – None; Absent or not voting – Tunnell and Simmons.

The meeting adjourned at 7:50p.m.

38

1 Respectfully submitted:

3 Minutes approved on the 8th day of January, 2018.
4
5
6

7 Attest:
8
9

10 _____
11 Lois Stotesberry, CMC, NCCCC
12 Clerk, Hyde County Board of Commissioners
13

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

14
15 Attachments:

16 Exhibit A: *“Proclamation of Support for HB551/SB595 (Marsy’s Law)”*

17 Exhibit B: *“Resolution No. 2017-12-04 – Resolution of The Hyde County Board of Commissioners Establishing Regular*
18 *Meeting Dates”*

19 Exhibit C: *“A Hyde County – North Carolina Department of Agriculture and Consumer Services Division of Soil & Water*
20 *Conservation Stream Debris Removal Project Phase III Award of the Disaster Recovery Act of 2016 Project*
21 *Budget Ordinance”*

1 Joint Meeting Minutes

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

4
5 **Monday, December 12, 2017**
6

7 **Cooperative Extension:**

8 Hyde-Tyrrell Cooperative Extension Director Natalie Wayne and Extension staff served refreshments to the Board
9 of Education and Board of Commissioners.

10 County Manager Bill Rich blessed the food.

11 Extension staff present included Lee Brimmage, 4-H Extension Agent; Connie Burleson, Administrative Assistant;
12 Andrea Gibbs, Ag Agent; Renee Harvey, Family Consumer Science; Katie Jo Black, part/time JCPC Coordinator
13 and, Gene Fox, Ag Agent.

14
15 Lee Brimmage presented "Report To The People" video of Extension activities over the past year.

16
17 Renee Harvey, Family Consumer Science, will join school family meetings.

18 **Board of Commissioners:**

19 After pledge of allegiance and opening prayer Chairman Earl Pugh, Jr. called the Joint Meeting of the Hyde County
20 Board of Commissioners and Board of Education to order at 5:30p.m. on Tuesday, December 12, 2017, in the Hyde
21 County Government Center, Multi-Use Room, and the Ocracoke Community Center using electronic conferencing
equipment.

22
23 The following members were present on the mainland: Chairman Earl Pugh, Jr.; County Manager Bill Rich;
24 Assistant County Manager Kris Noble; Clerk to the Board Lois Stotesberry; Finance Officer Corrinne Gibbs and,
25 Deputy Clerk Justin Gibbs.

26 Public Information Officer Donnie Shumate and members of the public were present on Ocracoke.

27 Vice-chairman Barry Swindell and Commissioners Ben Simmons, Dick Tunnell and Tom Pahl were absent.
28

29 **Board of Education:**

30 The following members were present on the mainland: Superintendent Dr. Randolph Latimore; Chairman Randy
31 Etheridge; Vice-chair Thomas Whitaker; Board Members Angela Todd, Myra Chandler and Aleta Cox; and,
32 Finance Officer Ken Chilcoat.

33 **Discussion – Board of Commissioners:**

34 **Opioid Task Force Update** – Kris Noble, Assistant County Manager, presented report on Hyde County substance
35 abuse awareness, town meetings and opioid task force team training. The task force has three main goals: 1)
36 education and prevention, 2) treatment resources (case navigator) and, 3) support for Hyde County local law
37 enforcement officers.

38 Dr. Latimore reported he and Ms. Chandler met with the safety committee and with school principals to discuss
drug abuse prevention programs in the school system.

1 **Hyde County Youth Athletics Update** – Kris Noble, Assistant County Manager, reported 50 children are enrolled
2 on the basketball team. Ms. Noble reported the County pays for the leagues insurance. She also reported the
3 county does criminal background checks on coaches. Hyde County paid a stipend for coaches and the Health
4 Department supplemented with equipment.

5 **North Carolina Flood Insurance Map Update** – Kris Noble, Assistant County Manager, reported Mattamuskeet
6 and O. A. Paey school building insurance premiums will drop when the new flood insurance maps are approved,
7 effective December 2018.

8 **Potential Partnerships at O. A. Paey** – Kris Noble, Assistant County Manager, reported on successful programs
9 at the Davis School Building and a \$500,000.00 CDBG grant for roof repairs.

10 Dr. Latimore reported the O. A. Paey Gym is used by youth athletics for basketball practice. He reported the gym
11 floors need to be repaired.

12 Chairman Pugh discussed grant funding to revitalize and add lighting to the ballfields at Davis and Paey School.

13 **School Sewer Infrastructure** - Dr. Latimore reported maintenance on the Mattamuskeet spray field costs
14 \$25,000.00 per year. He recommended researching available funding to connect the school to the county sewer
15 system when it becomes available.

16 Kris Noble, Assistant County Manager, reported on three possible options for the county sewer system extension:
17 1) a small package plant at Mattamuskeet campus, 2) a sewer plant for the New Holland project or, 3) a sewer plant
for New Holland and Mattamuskeet.

19 **Upcoming Budget** – Kris Noble, Assistant County Manager, will prepare the upcoming FY2018-2019 Hyde
20 County Budget proposal. Preliminary schedule for joint meeting with the Board of Education to discuss the
21 upcoming school budget proposal is set for Tuesday, March 13th at 5:00p.m., in the Hyde County Government
22 Center, Multi-Use Room, and the Ocracoke Community Center using electronic conferencing equipment.

23 **Discussion – Board of Education:**

24 **School Funding and Projected Needs** – Superintendent Dr. Randolph Latimore and Manager Rich continued
25 discussion of proposal for a new maintenance facility to service school and county vehicles. Dr. Latimore
26 explained the state's Board of Education budgetary shortfalls guaranteed for FY2018-2019.

27 **Potential Partnership for a National Dark Sky Organization Observatory** - Superintendent Dr. Randolph
28 Latimore reported Beaufort County Community College (BCCC) is considering partnering with Pitt Community
29 College (PCC) to bring an observatory to Hyde County in 2020. The Hyde County Board of Education, Board of
30 Commissioners and Chamber of Commerce will sign Memorandum of Agreement with PCC and BCCC and the
31 International Sky Watchers Organization pending a suitable location in Hyde County for the observatory.

32 **Energy Efficiency Project** - Superintendent Dr. Randolph Latimore presented update on proposed energy savings
33 and security upgrade for Hyde County School buildings.

1 Ken Chilcoat, Finance Officer, estimates energy savings of \$120,000 per year or \$1.8 million in fifteen years from
2 upgrade to windows and lighting, etc. Mr. Chilcoat will conduct an investment audit and report the estimated cost
3 of upgrades.

4 The Board of Education will continue discussion at its January 2018 meeting followed by a Resolution on the
5 January 8, 2018 Board of Commissioners Agenda.

6 **Conclusion:**

7 Vice-chair Thomas Whitaker thanked everyone for positive collaboration and complimented the 4-H presentation.

8 Kris Noble, Assistant County Manager, will request a vote at the January Board of Commissioners meeting to meet
9 on Ocracoke and tour the school in February.

10 **Adjourn:**

11 The meeting adjourned at 7:05p.m.

12 Respectfully submitted:

13

14 Minutes approved on the 8th day of January, 2018.

15

16 Attest:

17

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21

22

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

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

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

Meeting Date: January 8, 2017
Presenter: Kris Cahoon Noble
Attachment: No

ITEM TITLE: RECOGNITION OF FRED HOLSCHER

SUMMARY: We will give special recognition to retiring County Attorney Fred Holscher, for his many years of dedicated service to Hyde County.

RECOMMEND: INFORMATION ONLY

Motion Made By: Earl Pugh, Jr.
 Barry Swindell
 Dick Tunnell
 Ben Simmons
 Tom Pahl

Motion Seconded By: Earl Pugh, Jr.
 Barry Swindell
 Dick Tunnell
 Ben Simmons
 Tom Pahl

Vote: Earl Pugh, Jr.
 Barry Swindell
 Dick Tunnell
 Ben Simmons
 Tom Pahl

Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: January 8, 2018
Presenter: DSS Director Laurie Potter
Attachment: Yes

ITEM TITLE: DMA-LEG REQUIREMENT SL 2017-57-Sec.11H.15.21.222

SUMMARY: This Session Law addresses the responsibility of Counties concerning Medicaid determination errors.

RECOMMEND: Discussion

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

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

Vote: ___ Earl Pugh, Jr.
___ Barry Swindell
___ Dick Tunnell
___ Ben Simmons
___ Tom Pahl

LEGISLATIVE REQUIREMENT THAT DMA WILL ADDRESS
Thursday, November 16, 2017

Session Law 2017-57 (Appropriations Act of 2017)

NC TRACKS ENHANCEMENTS TO PREVENT AND DETECT FRAUD, WASTE, AND ABUSE

SECTION 11H.15.(a) The Department of Health and Human Services (Department) shall enhance the capability of the NC Tracks Medicaid Management Information System (MMIS) to include the ability to detect and prevent fraud, waste, and abuse prior to the payment of claims. Program changes shall be made to MMIS to prevent claims payment to providers when fraud, waste, or abuse is identified. The new capability required by this subsection shall utilize publicly available data regarding Medicaid providers and recipients. For this new capability, the Department shall establish criteria for the identification of suspicious claims, suspicious patterns of activity, or both without preselecting providers or recipients for review. Claims or patterns of activity identified by this new capability shall be evaluated utilizing a combination of automated and manual processes to determine the validity of the suspected fraud, waste, or abuse prior to the issuance of any payment to the provider for the suspicious claims.

The new capability required by this subsection shall be implemented utilizing existing MMIS contracts no later than 150 days after this section becomes effective. Nothing in this section shall be construed to change or limit any current laws or rules regarding prompt payment to providers or provider prepayment claims review.

SECTION 11H.15.(b) This section is effective when it becomes law.

MEDICAID ELIGIBILITY MONITORING

SECTION 11H.20.(a) Article 2 of Chapter 108A of the General Statutes is amended by adding a new section to read:

"§ 108A-55.5. Eligibility monitoring for medical assistance.

(a) On at least a quarterly basis, the Department shall review information concerning changes in circumstances that may affect medical assistance beneficiaries' eligibility to receive medical assistance benefits. The Department shall share the information directly with, or make the information available to, the county department of social services that determined the beneficiary's eligibility.

(b) The information reviewed by the Department shall include all of the following:

- (1) Earned and unearned income.**
- (2) Employment status and changes in employment.**
- (3) Residency status.**
- (4) Enrollment status in other State-administered public assistance programs.**
- (5) Financial resources.**
- (6) Incarceration status.**
- (7) Death records.**
- (8) Lottery winnings.**
- (9) Enrollment status in public assistance programs outside of this State.**

(c) A county department of social services shall promptly review the information provided or made available by the Department in accordance with subsection (a) of this section to determine if the information indicates a change in circumstances that may affect a medical assistance beneficiary's eligibility to receive medical assistance benefits and take one of the following actions:

- (1) If a review of the information does not result in the county department of social services finding a discrepancy or change in a beneficiary's circumstances that may affect that beneficiary's eligibility to receive medical assistance benefits, the county department of social services shall take no further action.**

- (2) If a review of the information does result in the county department of social services finding a discrepancy or change in a beneficiary's circumstances that may affect that beneficiary's eligibility for medical assistance benefits, the county department of social services shall provide written notice to the beneficiary that describes in sufficient detail the circumstances of the discrepancy or change in circumstances that would affect the beneficiary's eligibility for medical assistance benefits. The notice must include the following information:
- a. The beneficiary will have 12 calendar days from the time of mailing to respond.
 - b. A response from the beneficiary must be in writing.
 - c. Self-declarations made by the beneficiary will not be accepted as verification of information in the response.
 - d. The consequences of taking no action.
- (d) After the expiration of 12 calendar days from the time of mailing the notice required under subsection (c) of this section, the county department of social services shall take one of the following actions:
- (1) If a beneficiary did not respond to the notice, the county department of social services shall redetermine the beneficiary's eligibility for medical assistance benefits and provide the beneficiary with proper notice under G.S. 108A-79.
 - (2) If a beneficiary responds to the notice and disagrees with the information in the notice, the county department of social services shall reinvestigate the matter and take one of the following actions:
 - a. If the county department of social services determines that there has been an error and the beneficiary's eligibility to receive medical assistance benefits is not affected, then no further action shall be taken.
 - b. If the county department of social services determines that there is no error, the county department of social services shall redetermine the beneficiary's eligibility for medical assistance benefits and provide the beneficiary with proper notice under G.S. 108A-79.
 - (3) If a beneficiary responds to the notice and confirms the information in the notice is correct, then the county department of social services shall redetermine the beneficiary's eligibility for medical assistance benefits and provide the beneficiary with proper notice under G.S. 108A-79.

If, at any time after receiving a beneficiary's response to the notice, the county department of social services determines that there is a risk of fraud or misrepresentation or inadequate documentation, then the county department of social services may request additional documentation from the beneficiary.

(e) Nothing in this section shall preclude the Department or any county department of social services from receiving or reviewing additional information related to a beneficiary's eligibility for medical assistance benefits that is obtained in a manner other than that provided for under this section."

SECTION 11H.20.(b) The Department of Health and Human Services may sign a memorandum of understanding with any department, agency, or division of the State to obtain information concerning individuals enrolled in Medicaid that indicates a change in circumstances that may affect the individuals' eligibility to receive Medicaid benefits under G.S. 108A-55.5(a).

SECTION 11H.20.(c) The Department of Health and Human Services may contract with one or more vendors to provide information concerning individuals enrolled in Medicaid that indicates a change in circumstances that may affect the individuals' eligibility to receive Medicaid benefits under G.S. 108A-55.5(a). The quarterly cost, net of receipts, of a contract entered into under this subsection must be less than the cost of claims, net of receipts, for the preceding quarter for individuals identified.

SECTION 11H.20.(d) The Department of Health and Human Services (Department) shall consider joining any multistate cooperative to identify individuals who are also enrolled in public assistance programs outside of this State, including the National Accuracy Clearinghouse. No later than

October 1, 2017, the Department shall report to the Joint Legislative Oversight Committee on Medicaid and NC Health Choice findings that explain the reasons for joining or not joining any multistate cooperative, and, if a determination has been made to join the multistate cooperative, a date when membership is expected.

SECTION 11H.20.(e) Subsection (a) of this section becomes effective January 1, 2018. The remainder of this section is effective when this act becomes law.

MEDICAID ELIGIBILITY DETERMINATION TIMELINESS REPORTING

SECTION 11H.21. Part 10 of Article 2 of Chapter 108A of the General Statutes is amended by adding a new section to read:

"§ 108A-70.43. Reporting.

No later than November 1 of each year, the Department shall submit a report for the prior fiscal year to the Joint Legislative Oversight Committee on Medicaid and NC Health Choice, the Joint Legislative Oversight Committee on Health and Human Services, and the Fiscal Research Division containing the following information:

- (1) The annual statewide percentage of Medicaid applications processed in a timely manner for the fiscal year.
- (2) The statewide average number of days to process Medicaid applications for each month in the fiscal year.
- (3) The annual percentage of Medicaid applications processed in a timely manner by each county department of social services for the fiscal year.
- (4) The average number of days to process Medicaid applications for each month for each county department of social services.
- (5) The number of months during the fiscal year that each county department of social services met the timely processing standards under G.S. 108A-70.38.
- (6) The number of months during the fiscal year that each county department of social services failed to meet the timely processing standards under G.S. 108A-70.38.
- (7) A description of all corrective action activities conducted by the Department and county departments of social services in accordance with G.S. 108A-70.36.
- (8) A description of how the Department plans to assist county departments of social services in meeting timely processing standards for Medicaid applications, for every county in which the performance metrics for processing Medicaid applications in a timely manner do not show significant improvement compared to the previous fiscal year."

SUPPORT IMPROVEMENT IN THE ACCURACY OF MEDICAID ELIGIBILITY DETERMINATIONS

SECTION 11H.22.(a) G.S. 108A-25(b) reads as rewritten:

"(b) The program of medical assistance is established as a program of public assistance and shall be administered by the Department of Health and Human Services in accordance with G.S. 108A-54. Medicaid eligibility administration may be delegated to the county departments of social services under rules adopted by the Department of Health and Human Services."

SECTION 11H.22.(b) No later than November 1, 2017, the Department of Health and Human Services (Department) shall report to the Joint Legislative Oversight Committee on Medicaid and NC Health Choice on progress made regarding the accuracy of county Medicaid eligibility determinations in response to the State Auditor's January 2017 Performance Audit entitled "North Carolina Medicaid Program Recipient Eligibility Determination." The Department's report shall include the following information:

- (1) An identification of stakeholders, including the county departments of social services, the Department has engaged to address issues surrounding the accuracy of Medicaid eligibility determinations by county departments of social services.

- (2) Opportunities identified by the Department and stakeholders to address accuracy in Medicaid determinations.
- (3) Any steps the Department has taken, or plans to take, to assist county departments of social services with improving accuracy in Medicaid eligibility determinations, including a time line for implementation of each planned action.
- (4) Any changes to legislation or needs for funding identified by the Department to assist with improving accuracy in Medicaid determinations.

SECTION 11H.22.(c) Article 2 of Chapter 108A of the General Statutes is amended by adding a new Part to read:

"Part 11. Medicaid Eligibility Determinations Accuracy and Quality Assurance.

"§ 108A-70.45. Applicability.

If a federally recognized Native American tribe within the State has assumed responsibility for the Medicaid program pursuant to G.S. 108A-25(e), then this Part applies to the tribe in the same manner as it applies to county departments of social services.

"§ 108A-70.46. Audit of county Medicaid determinations.

Beginning January 1, 2019, the Department of Health and Human Services, Division of Central Management and Support, shall, on an annual basis, audit all county departments of social services for compliance with the accuracy standards adopted under G.S. 108A-70.47 for Medicaid eligibility determinations made within a 12-month period. This annual audit shall also include an evaluation of compliance with the quality assurance standards under G.S. 108A-70.48 by the county department of social services. Audits shall be conducted for initial Medicaid eligibility determination applications as well as Medicaid reenrollment determinations.

"§ 108A-70.47. Medicaid eligibility determination processing accuracy standards.

(a) The Department shall require county departments of social services to comply with accuracy standards set forth in rule for the processing of Medicaid eligibility determinations. The Department shall set the following standards:

- (1) Accuracy standards with regards to errors that caused an ineligible Medicaid recipient to be approved for Medicaid benefits.
- (2) Accuracy standards with regards to errors that caused the denial of benefits to an applicant that should have been approved for Medicaid benefits.
- (3) Accuracy standards with regards to errors made during the eligibility determination process that did not change the outcome of the eligibility determination.

(b) Standards under this section shall be developed by the Department in consultation with the State Auditor.

"§ 108A-70.48. Quality assurance.

The Department shall require county departments of social services to comply with quality assurance minimum standards set forth in rule. The quality assurance standards shall be based upon best practices and shall be developed by the Department in consultation with the State Auditor.

"§ 108A-70.49. Corrective action.

(a) If the Department's annual audit under G.S. 108A-70.46 results in a determination that a county department of social services fails to meet any of the standards adopted under G.S. 108A-70.47 or G.S. 108A-70.48, the Department and the county department of social services shall enter into a joint corrective action plan to improve the accurate processing of applications.

(b) A joint corrective action plan entered into pursuant to this section shall specifically identify the following components:

- (1) The duration of the joint corrective action plan, not to exceed 24 months. If a county department of social services shows measurable progress in meeting the performance requirements in the joint corrective action plan, then the duration of the joint corrective action plan may be extended by six months, but in no case shall a joint corrective action plan exceed 36 months.

- (2) A plan for improving the accurate processing of applications that specifically describes the actions to be taken by the county department of social services and the Department.
- (3) The performance requirements for the county department of social services that constitute successful completion of the joint corrective action plan.
- (4) Acknowledgment that failure to successfully complete the joint corrective action plan will result in temporary assumption of Medicaid eligibility administration by the Department, in accordance with G.S. 108A-70.50.

"§ 108A-70.50. Temporary assumption of Medicaid eligibility administration.

(a) If a county department of social services fails to successfully complete its joint corrective action plan, the Department shall give the county department of social services, the county manager, and the board of social services or the consolidated human services board, created pursuant to G.S. 153A-77(b), at least 90 days' notice that the Department intends to temporarily assume Medicaid eligibility administration, in accordance with subsection (b) of this section. The notice shall include the following information:

- (1) The date on which the Department intends to temporarily assume administration of Medicaid eligibility determinations.
- (2) The performance requirements in the joint corrective action plan that the county department of social services failed to meet.
- (3) Notice of the county department of social services' right to appeal the decision to the Office of Administrative Hearings, pursuant to Article 3 of Chapter 150B of the General Statutes.

(b) Notwithstanding any provision of law to the contrary, if a county department of social services fails to successfully complete its joint corrective action plan, the Department shall temporarily assume Medicaid eligibility administration for the county upon giving notice as required by subsection (a) of this section. During a period of temporary assumption of Medicaid eligibility administration, the following shall occur:

- (1) The Department shall administer the Medicaid eligibility function in the county. Administration by the Department may include direct operation by the Department, including supervision of county Medicaid eligibility workers or contracts for operation to the extent permitted by federal law and regulations.
- (2) The county department of social services is divested of the authority to administer Medicaid eligibility determinations.
- (3) The Department shall direct and oversee the expenditure of all funding for the administration of Medicaid eligibility in the county.
- (4) The county shall continue to pay the nonfederal share of the cost of Medicaid eligibility administration and shall not withdraw funds previously obligated or appropriated for Medicaid eligibility administration.
- (5) The county shall pay the nonfederal share of additional costs incurred to ensure compliance with the accuracy and quality assurance standards required by this Part.
- (6) The Department shall work with the county department of social services to develop a plan for the county department of social services to resume Medicaid eligibility administration and perform Medicaid eligibility determinations more accurately.
- (7) The Department shall inform the county board of commissioners, the county manager, the county director of social services, and the board of social services or the consolidated human services board, created pursuant to G.S. 153A-77(b), of key activities and any ongoing concerns during the temporary assumption of Medicaid eligibility administration.

(c) Upon the Department's determination that Medicaid eligibility determinations can be performed accurately and with proper quality assurance by the county department of social services based on the standards adopted under G.S. 108A-70.47 and G.S. 108A-70.48, the Department shall notify the

county department of social services, the county manager, and the board of social services or the consolidated human services board, created pursuant to G.S. 153A-77(b), that temporary assumption of Medicaid eligibility administration will be terminated and the effective date of termination. Upon termination, the county department of social services resumes its full authority to administer Medicaid eligibility determinations.

"§ 108A-70.51. Reporting.

Beginning with the calendar year 2020, no later than March 1 of each year, the Department shall submit a report to the Joint Legislative Committee on Medicaid and NC Health Choice, the Fiscal Research Division, and the State Auditor that contains the following information about the prior calendar year:

- (1) The annual statewide percentage of county departments of social services that met the accuracy standards adopted under G.S. 108A-70.47 in the prior fiscal year.
- (2) The annual statewide percentage of county departments of social services that met the quality assurance standards adopted under G.S. 108A-70.48 in the prior fiscal year.
- (3) The annual audit result for each standard adopted under G.S. 108A-70.47 for each county of department services.
- (4) The number of years in the preceding five-year period that each county department of social services failed to meet the standards in G.S. 108A-70.47 or G.S. 108A-70.48.
- (5) A description of all corrective action activities conducted by the Department and county departments of social services in accordance with G.S. 108A-70.49.
- (6) For every county in which the performance metrics for processing Medicaid applications in an accurate manner do not show significant improvement compared to the previous fiscal year, a description of how the Department plans to assist county departments of social services in accuracy and quality assurance standards for Medicaid applications."

SECTION 11H.22.(d) G.S. 150B-23(a5) reads as rewritten:

"(a5) A county that appeals a decision of the Department of Health and Human Services to temporarily assume Medicaid eligibility administration in accordance with ~~G.S. 108A-70.37~~G.S. 108A-70.42 or G.S. 108A-70.50 may commence a contested case under this Article in the same manner as any other petitioner. The case shall be conducted in the same manner as other contested cases under this Article."

SECTION 11H.22.(e) The Department of Health and Human Services, Division of Central Management and Support (Department), shall collaborate with the State Auditor to develop a plan of implementation of the annual audits under this section. The plan must include the following information:

- (1) Accuracy standards and quality assurance standards to be implemented.
- (2) The audit schedule that includes all counties.
- (3) The audit methodology to be utilized, including any information that may vary based upon county size or other factors.
- (4) Details illustrating that the audit methodology is statistically sound, including the statistically significant number of cases to be reviewed in each county.
- (5) Anticipated costs of implementing the plan.
- (6) A certification from the State Auditor that the Department's plan for the annual audits has the approval of the State Auditor.

No later than March 1, 2018, the Department shall submit a copy of the plan to the Joint Legislative Oversight Committee on Medicaid and NC Health Choice with any proposed recommendations, suggested legislation, or funding requests.

SECTION 11H.22.(f) Article 2 of Chapter 108A of the General Statutes is amended by adding a new section to read:

"§ 108A-25.1A. Responsibility for errors.

(a) A county department of social services shall be financially responsible for the erroneous issuance of Medicaid benefits and Medicaid claims payments resulting when the county department of

social services takes any action that requires payment of Medicaid claims for an ineligible individual, for ineligible dates, or in an amount that includes a recipient's liability and for which the State cannot claim federal participation.

(b) Notwithstanding subsection (a) of this section, a county department of social services shall not be financially responsible for the erroneous issuance of Medicaid benefits and Medicaid claims payments resulting from a failure or error attributable solely to the State.

(c) The amounts to be charged back to a county department of social services for erroneous payments of claims shall be the State and federal shares of all erroneous payments, not to exceed the lesser of the amount of actual error or claims payment."

SECTION 11H.22.(g) The Department of Health and Human Services (Department) shall design and implement a training and certification program for caseworkers utilizing North Carolina Families Accessing Services Through Technology (NC FAST). The training and certification program shall be available on a statewide basis, and the Department shall provide training to caseworkers at county departments of social services at a location within reasonable travel distance from the county departments of social services multiples times per year. No later than 18 months after the Department has implemented the training and certification program, the Department shall require all caseworkers inputting data or making determinations for eligibility for State programs through NC FAST to be certified. A certification may last no longer than three years before an individual is required to be recertified. The Department may adopt and amend rules to implement this training and certification program.

SECTION 11H.22.(h) No later than 18 months after the Department has implemented the training and certification program under subsection (g) of this section, the Department shall include in its audits required under G.S. 108A-70.46 a verification that all county departments of social services are in compliance with the certification program requirements for individuals involved in the Medicaid eligibility determination process.

SECTION 11H.22.(i) No later than March 1, 2018, the Department shall submit to the Joint Legislative Oversight Committee on Health and Human Services, the Joint Legislative Oversight Committee on Medicaid and NC Health Choice, and the Fiscal Research Division a report on the implementation of the training and certification program required under this section. The report shall include the following:

- (1) A detailed outline of what the training and certification program will entail, including how many hours of training will be required for certification, how frequently recertification will be required, and how often training will be provided by the Department to the county departments of social services.
- (2) A plan of implementation of the training and certification program, including a specific time line of implementation.
- (3) Anticipated costs to the Department, as well as any costs to the county department of social services, of implementing the training and certification program. This should include an identification of any additional resources required by the Department or a county department of social services in order to implement the training and certification program.
- (4) Any other information the Department is able to provide regarding the training and certification program development.

SECTION 11H.22.(j) The Department of Health and Human Services may adopt and amend rules to implement this section.

SECTION 11H.22.(k) Subsection (f) of this section is effective when it becomes law and applies to errors identified on or after that date. The remainder of this section is effective when it becomes law.

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

Meeting Date: January 8, 2018
Presenter: Citizens
Attachment: No

ITEM TITLE: PUBLIC COMMENTS

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

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

Time for one person cannot be used by another person.

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

RECOMMEND: Receive comments.

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

Meeting Date: Meeting Date: January 8, 2018
Presenter: Kris Cahoon Noble
Attachment: Yes. Letter of Request & Structural Analysis Report

ITEM TITLE: WIRELESS TELECOMMUNICATIONS FACILITY LOCATED AT HYDE PARK CANAEL, 4711 NC 45 HWY NORTH, PANTEGO, NC

SUMMARY: TowerCom, LLC is proposing to construct and operate a 300-foot guyed telecommunications tower for T-Mobile on a 60x60 acre parcel located at 4711 NC 45 N., Pantego, NC. The addition of this tower will provide the latest wireless technologies to those living and working in the surrounding area (i.e. NC 45, Hyde Park Canal Road, Pungo Road), those travelling on nearby roads (i.e. NC 45, Hyde Park Canal Road, Pungo road), and emergency personnel operating in the area.

The applicant is proposing to locate the tower and associated ground equipment within a 60 foot x 60 foot fenced compound (100 feet x 100 feet lease area). The three (3) associated guy wires will each be located within a 30-foot easement extending approximately 240 feet from the tower. The proposed tower will have an overall structure height of 303 feet (300 foot tower with a 3 foot lightning rod) and will have collocation positions for at least four (4) users (T-Mobile plus three (3) others) and two (2) microwave dishes. The facility will be unmanned and will be visited approximately once a month by technicians.

The Planner has reviewed the Telecommunications Ordinance specifically Article III, Wireless Telecommunications Facilities in regards to the application and has found the application and proposed scope of work to be compliant under the Ordinance. The Board of Commissioners must review and approve applications before the building inspector can permit construction.

RECOMMEND: REVIEW AND APPROVE REQUEST.

Motion Made By: Earl Pugh, Jr.
 Barry Swindell
 Dick Tunnell
 Ben Simmons
 Tom Pahl

Motion Seconded By: Earl Pugh, Jr.
 Barry Swindell
 Dick Tunnell
 Ben Simmons
 Tom Pahl

Vote: Earl Pugh, Jr.
 Barry Swindell
 Dick Tunnell
 Ben Simmons
 Tom Pahl

Drew C. Patterson
Network Building and Consulting, LLC
4435 Waterfront Drive, Suite 100
Glen Allen, VA 23060

December 27, 2017

Kris Noble
Planning & Economic Development Director
P.O. Box 188
30 Oyster Creek Rd.
Swan Quarter, NC 27885

*Linda Flowers
property
NC 45 on
Hyde Park Canal*

Re: Wireless Telecommunication Services (WTS) Application – 300 foot guyed tower
Site name: Hyde Park – 4711 NC 45 Hwy N. (NC PIN #7629-51-1460)

Dear Ms. Noble:

On behalf of my client, TowerCom, LLC, I am submitting an application for a 300 foot guyed tower for T-Mobile on the above-referenced property. The request will also include associated ground equipment. Attached you will find three (3) copies of the required submittal materials. If you need any additional information, please don't hesitate to contact me at 804-363-0891. Thank you for your assistance with this request and I look forward to working with you.

Sincerely,



Drew Patterson
Project Manager
Network Building & Consulting, LLC
Consultant to TowerCom, LLC

Applicant Narrative
Site Name: Hyde Park

Proposal

TowerCom, LLC (the "Applicant") proposes to construct and operate a 300 foot guyed telecommunications tower for T-Mobile on a 60.60 acre parcel located at 4711 NC 45 Hwy N. ("Property"). T-Mobile is licensed by the Federal Communications Commission to provide wireless communications services throughout Hyde County ("County"). As is indicated on the propagation maps submitted with this application, which depict the coverage objective of the proposed tower, T-Mobile currently has a clear lack of coverage north of Site #5GW0954A, located at 699 Cemetery Road in Beaufort County, and Site #5GW0955A, located near St. Paul Road in Beaufort County. The enclosed propagation maps also depict T-Mobile's network of existing antenna sites in this portion of the County. This network of sites is largely based on the use of existing towers and tall structures built by T-Mobile, other wireless carriers and tower companies.

The Applicant is proposing to locate the tower and associated ground equipment within a 60 foot x 60 foot fenced compound (100 foot x 100 foot lease area). The three (3) associated guy wires will each be located within a 30 foot easement extending approximately 240 feet from the tower. The proposed tower will have an overall structure height of 303 feet (300 foot tower with a 3 foot lightning rod) and will have collocation positions for at least four (4) users (T-Mobile plus three (3) others) and two (2) microwave dishes. The facility will be unmanned and will be visited approximately once a month by technicians. The facility will not emit any odor, fumes or glare and the noises emitted from the equipment on the ground will not be any louder than normal residential HVAC equipment. Therefore, the impact on surrounding properties resulting from this passive use will be minimal.

Purpose of Tower

As previously noted, T-Mobile has identified a clear gap in coverage in this area of Hyde County. The proposed tower will achieve the following:

- Provide the latest wireless technologies to the following:
 - Those living and working in the surrounding area:
 - Residents will have the ability to communicate on their wireless devices with fewer dropped calls;
 - Residents will have access to the internet to work or shop from home;
 - Students will have access to the latest online educational opportunities while at home;
 - Businesses can communicate more efficiently and effectively.
 - Those travelling on nearby roads (i.e. NC 45, Hyde Park Canal Road, Pungo Road);
 - Emergency personnel operating in the area.

- Provide multiple collocation opportunities for other wireless carriers to expand their networks in this area of Hyde County.

Code of Ordinance requirements

Chapter 40, Article 3, Wireless Telecommunications Facilities, provides the requirements for new towers in the County. The applicable requirements in this section are as follows:

Chapter 40 - TELECOMMUNICATIONS

ARTICLE III. - WIRELESS TELECOMMUNICATIONS FACILITIES

Sec. 40-222. - Intent.

The regulation of wireless telecommunications services facilities is intended to provide for the appropriate location, development and installation of telecommunications towers and antennae within the county's jurisdiction. The provisions of this article are intended to protect and promote health, safety and aesthetic concerns by:

- (1) Minimizing the adverse visual effects of towers and antennae through careful design, siting and screening;

The Applicant will minimize adverse visual impacts as follows:

- *The proposed tower will be located in a very rural area where the closest off-site residential structure is over 1,800 feet from the tower;*
- *The proposed tower is approximately 450 feet from an existing 350 foot NC State Highway Patrol self-support tower, which is on an adjacent property. The proposed tower is approximately 50 feet shorter than the existing tower; therefore, the skyline will not change drastically with the addition of the new tower;*
- *The proposed tower is a guyed tower, which has less exposed steel than a self-support tower and, therefore, is generally less visually intrusive from further distances.*

- (2) Avoiding potential damage from tower failure to adjacent properties through structural standards and setback requirements; and

The proposed tower is a 300' guyed tower; therefore, the required setback from property lines is 300 feet. The proposed tower will meet or exceed all setbacks and will comply with all Federal, State and local structural standards.

- (3) Maximizing the use of existing towers, structures or buildings to accommodate new telecommunications antenna in the jurisdiction.

In building out its network, T-Mobile first looks to collocate on existing structures within a search ring (telecommunications towers, transmission towers, rooftops, etc.). T-Mobile places a strong emphasis on collocation for two reasons: 1) it is the desire of most local governments and 2) it is typically much cheaper than building a new tower site. For this search ring, the surrounding area is very rural and there are no existing buildings or transmission towers that are tall enough to meet the coverage objective. There is a 350 foot NC State Highway Patrol self-support tower located on the adjacent

property; however, per the attached email from Max Casey, Networking Specialist/Construction Manager with the NC Department of Public Safety, for-profit entities are not allowed on this tower.

Sec. 40-223. - Review and approval.

All WTS development shall be subject to the following review and approval procedures, when they fall in the following categories. The board of commissioners must review and approve all applications before the building inspector can permit construction of:

- (1) Any antenna attached to an existing principal building or structure over 100 feet, including the height of principal building or structure.

Not applicable.

- (2) All freestanding or guyed towers exceeding 100 feet.

The proposed tower is a 300 foot guyed tower.

Sec. 40-224. - Demonstration of need.

The applicant shall provide a diagram showing the cell site configuration illustrating the coverage area of the proposed wireless telecommunications tower and antenna. This diagram shall demonstrate the frequency re-use and spacing needs of the wireless system in order to provide adequate coverage and capacity to areas that cannot be adequately served by other locations.

See attached propagation maps showing that T-Mobile currently has a clear lack of coverage north of Site #5GW0954A, located at 699 Cemetery Road in Beaufort County, and Site #5GW0955A, located near St. Paul Road in Beaufort County.

Sec. 40-225. - WTS format preference.

- (a) The following order of preference shall be used during the review and approval of WTS development:

- (1) Stealth antenna;
- (2) Antenna located on existing WTS facilities, utility poles, water towers or similar utility structure;
- (3) Antenna attached to or mounted on an existing building or structure (single or collocation provider);
- (4) Freestanding WTS development designed and constructed with collocation capability; and
- (5) Freestanding WTS development designed and constructed for single-provider use.

The proposed tower is a 300 foot guyed tower (item #4). It will have collocation positions for at least four (4) users (T-Mobile plus three (3) others) and two (2) microwave dishes.

- (b) The applicant shall provide documentation giving the reasons why in the opinion of the applicant it is not feasible or reasonable to require the applicant to comply with a WTS development of a higher order of preference as set forth in this section. The application for a WTS development shall not be approved for a lower format preference, unless it is not reasonable to expect the applicant to meet a higher order of preference.

See attached letter from TowerCom explaining the rationale for the proposed height and design. In summary, the following is why a higher order of preference is not possible:

The proposed tower will alleviate coverage and capacity issues in this area of Hyde County. In order to achieve the coverage objective and connect the propagation rings of the surrounding T-Mobile sites, a 300 foot tower is required. It is not feasible to construct a stealth antenna at this height and there were no collocation opportunities available in this rural area. A 300 foot guyed tower will allow at least four (4) collocation positions (T-Mobile plus three (3) others) as well as positions for two (2) microwave dishes.

In regards to tower type, a guyed tower has less exposed steel than a self-support tower; therefore, it is better suited to comply with the strict coastal wind standards that are required in Eastern North Carolina. Furthermore, the high water table and poor soils in this area make a self-support tower economically unfeasible due to the intricate foundation that would be required.

Sec. 40-226. - Standards for location and setbacks.

Sufficient land shall be acquired for all tower sites to contain any ice or debris that happens to fall from the tower, antenna or guy wires. For monopole or lattice towers the minimum setback from the property line shall be one-half the tower and antenna's overall height. For guyed towers the setback from the property line shall be equal to the entire combined height of the tower and antenna.

The proposed tower is a 300' guyed tower; therefore, the required setback from property lines is 300 feet. The setbacks for the proposed tower are as follows:

- *Front – 3,000'+*
- *Right Side – 303'*
- *Left Side – 359'*
- *Rear – 303'*

Sec. 40-227. - Fencing.

Freestanding WTS development shall be surrounded with a fence eight feet in height and capable of preventing unauthorized entry. This includes, but is not limited to, towers, guy anchors and accessory equipment structures.

See Sheet C-10 of the attached plans showing an eight (8) foot fence with barbed wire on top (capable of preventing unauthorized entry).

Sec. 40-228. - Lights.

All wireless telecommunications towers or antenna shall be lighted as required by the Federal Aviation Agency (FAA), the Federal Communications Commission (FCC) or the county. In instances where towers or antennas are exempt from FAA or FCC regulations, the county maintains the right to require lighting on a case-by-case basis.

The proposed tower is 300 feet; therefore, lighting is required. Lighting will be installed in accordance with the requirements of the Federal Aviation Agency (FAA), the Federal Communications Commission (FCC) and the County.

Sec. 40-229. - Identification and warning signs; advertising prohibited.

The use of any portion of a tower for signs or advertising other than the required warning signs shall be prohibited. There shall be a four-foot by four-foot sign clearly visible, identifying the owners and operators of the communication tower site and a local emergency phone number for each. The sign shall be at the entrance of the tower site.

See Sheet C-11 of the attached plans showing a four-foot by four-foot sign, clearly visible, identifying the owner and operator of the communication tower site (i.e. TowerCom) and a local emergency phone number.

Sec. 40-230. - Removal of abandoned or damaged towers.

Any wireless telecommunication tower and antenna, including those existing on the effective date of the ordinance from which this article is derived, that is not used for one year shall be deemed abandoned and the property owner shall remove and dispose of the tower and antenna in an appropriate manner. If the property owner fails to remove the tower and antenna after one year, it may be removed by the county with the costs of such removal assessed against the property owner of the site.

The Applicant agrees to remove any wireless telecommunication tower and antenna, including those existing on the effective date of the ordinance from which this article is derived, that is not used for one year.

Sec. 40-231. - Variance procedure.

Where because of the strict adherence to the provisions of this article it would cause a unnecessary hardship on the owner he may apply for a variance in writing to the county board of commissioners at least seven days prior to the next regularly scheduled meeting.

Not applicable.

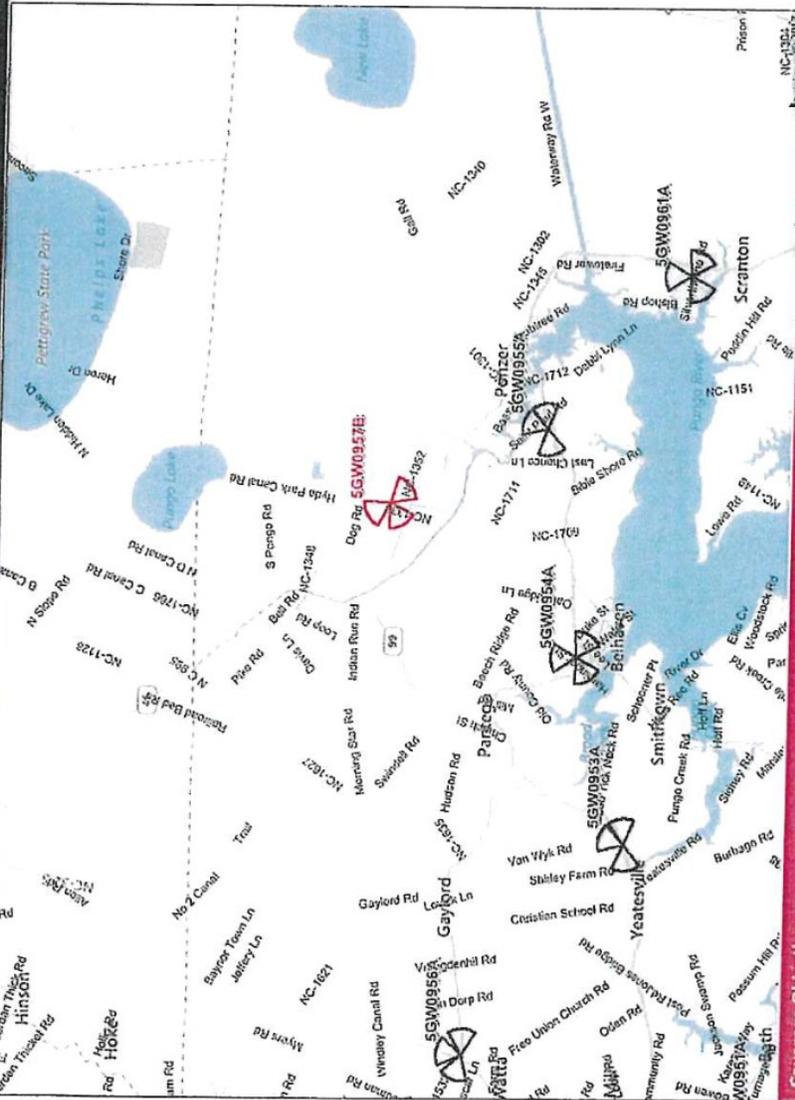
Sec. 40-232. - Conflicts; more restrictive regulation governs.

Whenever the regulations of this article conflict with the requirements of another federal or state statute, or a county ordinance, the more restrictive standard shall govern.

Agreed.

PROPAGATION MAPS

5GW0957B: Overview



	On Air
	Candidate

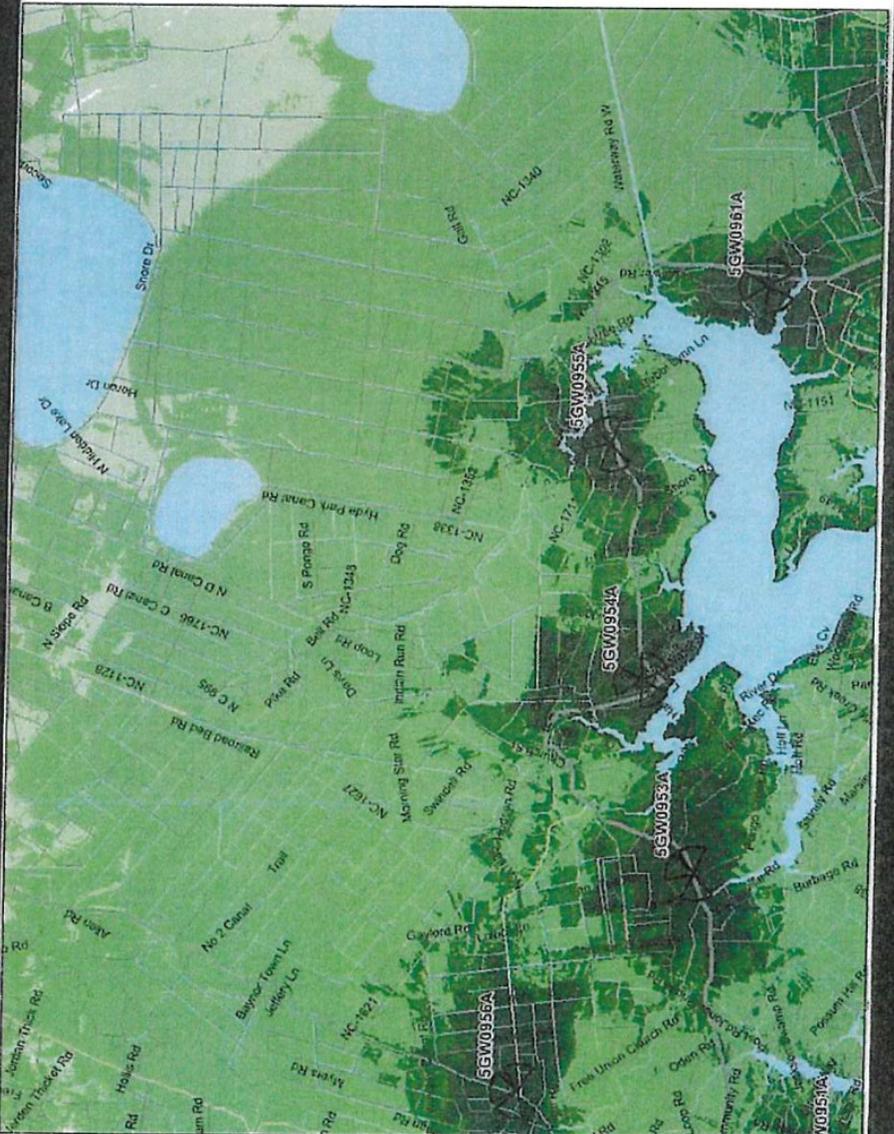
Candidate	Lat	Long
5GW0957B	35.629264	-76.5583720

Coverage Objective

The primary objective of this site is to improve the coverage in the area which include Hope Mennonite School, Ponzer water Treatment Plant and surrounding area.

T-Mobile Confidential

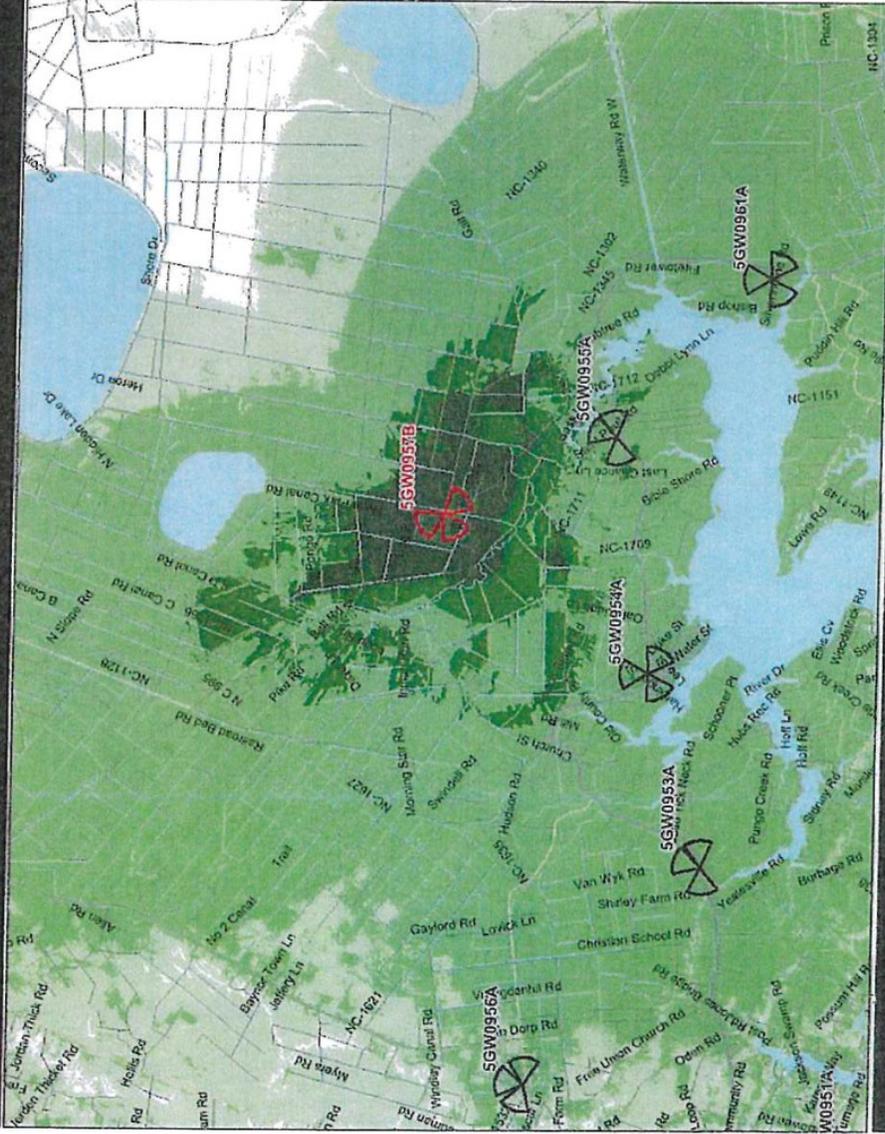
5GW0957B - Coverage-Before Candidate



	On Air
	Candidate
Coverage	
	Needs Improvement
	Satisfactory
	Good
	Excellent
LTE RSRP Threshold	
	-114 ≤ x < -107 dBm
	-107 ≤ x < -97 dBm
	-97 ≤ x < -88 dBm
	-88 ≤ x < 0 dBm

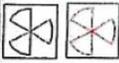
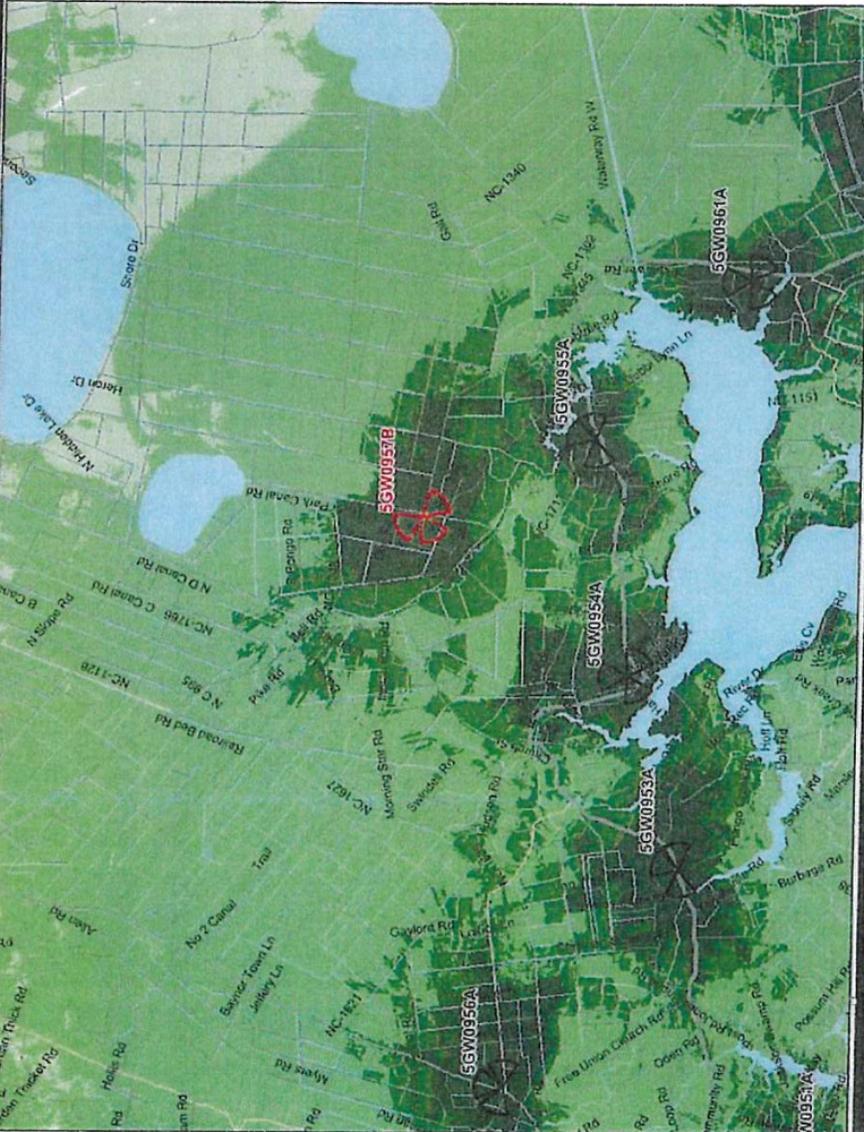
T-Mobile Confidential

5GW0957B - Coverage- Candidate only



	On Air
	Candidate
Coverage	
	Needs Improvement
	Satisfactory
	Good
	Excellent
LTE RSRP Threshold	
	-114 <= x < -107 dBm
	-107 <= x < -97 dBm
	-97 <= x < -88 dBm
	-88 <= x < 0 dBm

5GW0957B – Coverage -After Candidate



On Air

Candidate

Coverage

<input type="checkbox"/>	Needs Improvement
<input type="checkbox"/>	Satisfactory
<input type="checkbox"/>	Good
<input type="checkbox"/>	Excellent

LTE RSRP Threshold

<input type="checkbox"/>	-114 <= x < -107 dBm
<input type="checkbox"/>	-107 <= x < -97 dBm
<input type="checkbox"/>	-97 <= x < -88 dBm
<input type="checkbox"/>	-88 <= x < 0 dBm

Height

Antenna Centerline
295 Feet

Azimuth

140-240-330

The primary objective of this site is to improve the coverage in the area which include Hope Mennonite School, Ponzer water Treatment Plant, Rose Acre Farms, Pocosin farm, Hyde Park Canal Road, and surrounding area. It will improve the signal strength and customer will have better indoor coverage.

EMAIL FROM NC HIGHWAY
PATROL REGARDING
COLLOCATION ON THEIR
TOWER

From: [Casey, Max L.](#)
To: [Hill, Tara](#)
Subject: NC State HWY Patrol's Cell Tower Colocation Process Inquiry
Date: Wednesday, July 26, 2017 1:00:42 PM

Tara

As we discussed on the phone, it is not the practice of the NCSHP to place for profit entities on our public safety towers. These towers are for public safety only. We do have a few sites that have a service provider on them, but they were already on the tower when we purchased it. You occasionally see our equipment on service provider towers. This is very few and far between though it has happened. Thank you for your interest and I am truly sorry that we could not help.

Auth/Major J. A. Melvin

Max Casey
Networking Specialist/Construction Manager
Technical Services Unit - VIPER
N.C. Department of Public Safety
North Carolina State Highway Patrol
3318 Garner Road
Raleigh, NC 27610
Phone : (919)662-4440
Cell: (919)356-4586
max.casey@ncdps.gov
www.ncdps.gov

“E-mail correspondence sent to and from this address may be subject to the provisions of G.S. 132-1, the North Carolina Public Records Law, and may be subject to monitoring and disclosed to third parties, including law enforcement personnel, by an authorized state official.”

TOWERCOM
HEIGHT AND DESIGN LETTER



Kris Noble
Planning & Economic Development Director
PO Box 188
30 Oyster Creek Rd.
Swan Quarter, NC 27885

*Application of TowerCom IV LLC to construct a new Wireless
Telecommunications Tower for the following site:*

Site Name: Hyde Park Canal

TowerCom IV, LLC

TowerCom IV, LLC ("TowerCom") is one of the leading independent owner and operators of shared wireless infrastructure with a regional focus. The core business of TowerCom involves the engineering, deployment, marketing, ownership, operation and leasing of shared wireless communications sites. The sharing of infrastructure among multiple services lies at the heart of TowerCom's business philosophy. Our portfolio of wireless communication sites enables our customers to serve their markets more efficiently and with sensitivity to local planning and zoning jurisdictions.

Statement on Tower Height and Design

Pursuant to Sec. 40-255 (b) of the Article III, Chapter 40 of the Hyde County Code of Ordinances, TowerCom provides the following statement regarding the height and design of the proposed tower. The radio frequency design (RF) engineers for T-Mobile indicated that their desired mounting height for these locations for optimal network performance was 300' AGL. This is consistent with other carriers presently servicing the area including Verizon, AT&T and US Cellular. Given our client's inability to co-locate we sought out properties that could accommodate a tower of this height while meeting or exceeding setback requirements. The known poor soils and high water table lying 1-3' below grade coupled with high coastal wind requirements per ANSI/TIA-222G for Hyde County made the construction of a large lattice tower economically infeasible for this project. The completed geotechnical investigation confirmed these concerns. A guyed tower is an infinitely better solution when working in these conditions because the lighter weight, smaller profile and ability to design foundations near the surface. Given the rural nature and limited traffic a 300' guyed tower provides the best coverage for our carrier clients and is consistent with the majority of similar tall towers operating in the coastal area of NC. Our tower will be designed and built for three (3) additional users, for a total of four (4) and can accommodate other non-PCS users as well.

TowerCom IV, LLC

By: _____

George Davis, VP

Printed Name and Title

FAA DETERMINATION



Mail Processing Center
 Federal Aviation Administration
 Southwest Regional Office
 Obstruction Evaluation Group
 10101 Hillwood Parkway
 Fort Worth, TX 76177

Aeronautical Study No.
 2017-ASO-21572-OE

Issued Date: 12/21/2017

George Davis
 TowerCom (GD)
 5611 NC HWY 55
 Suite 201
 Durham, NC 27713

**** DETERMINATION OF NO HAZARD TO AIR NAVIGATION ****

The Federal Aviation Administration has conducted an aeronautical study under the provisions of 49 U.S.C., Section 44718 and if applicable Title 14 of the Code of Federal Regulations, part 77, concerning:

Structure: Antenna Tower Hyde Park Canal 81468
 Location: Pantego, NC
 Latitude: 35-37-46.11N NAD 83
 Longitude: 76-33-30.05W
 Heights: 6 feet site elevation (SE)
 310 feet above ground level (AGL)
 316 feet above mean sea level (AMSL)

This aeronautical study revealed that the structure does not exceed obstruction standards and would not be a hazard to air navigation provided the following condition(s), if any, is(are) met:

As a condition to this Determination, the structure is to be marked/lighted in accordance with FAA Advisory circular 70/7460-1 L Change 1, Obstruction Marking and Lighting, a med-dual system - Chapters 4,8(M-Dual),&12.

Any failure or malfunction that lasts more than thirty (30) minutes and affects a top light or flashing obstruction light, regardless of its position, should be reported immediately to (877) 487-6867 so a Notice to Airmen (NOTAM) can be issued. As soon as the normal operation is restored, notify the same number.

It is required that FAA Form 7460-2, Notice of Actual Construction or Alteration, be e-filed any time the project is abandoned or:

- At least 10 days prior to start of construction (7460-2, Part 1)
- Within 5 days after the construction reaches its greatest height (7460-2, Part 2)

This determination expires on 06/21/2019 unless:

- (a) the construction is started (not necessarily completed) and FAA Form 7460-2, Notice of Actual Construction or Alteration, is received by this office.
- (b) extended, revised, or terminated by the issuing office.

- (c) the construction is subject to the licensing authority of the Federal Communications Commission (FCC) and an application for a construction permit has been filed, as required by the FCC, within 6 months of the date of this determination. In such case, the determination expires on the date prescribed by the FCC for completion of construction, or the date the FCC denies the application.

NOTE: REQUEST FOR EXTENSION OF THE EFFECTIVE PERIOD OF THIS DETERMINATION MUST BE E-FILED AT LEAST 15 DAYS PRIOR TO THE EXPIRATION DATE. AFTER RE-EVALUATION OF CURRENT OPERATIONS IN THE AREA OF THE STRUCTURE TO DETERMINE THAT NO SIGNIFICANT AERONAUTICAL CHANGES HAVE OCCURRED, YOUR DETERMINATION MAY BE ELIGIBLE FOR ONE EXTENSION OF THE EFFECTIVE PERIOD.

This determination is based, in part, on the foregoing description which includes specific coordinates, heights, frequency(ies) and power. Any changes in coordinates, heights, and frequencies or use of greater power, except those frequencies specified in the Colo Void Clause Coalition; Antenna System Co-Location; Voluntary Best Practices, effective 21 Nov 2007, will void this determination. Any future construction or alteration, including increase to heights, power, or the addition of other transmitters, requires separate notice to the FAA. This determination includes all previously filed frequencies and power for this structure.

This determination does include temporary construction equipment such as cranes, derricks, etc., which may be used during actual construction of the structure. However, this equipment shall not exceed the overall heights as indicated above. Equipment which has a height greater than the studied structure requires separate notice to the FAA.

This determination concerns the effect of this structure on the safe and efficient use of navigable airspace by aircraft and does not relieve the sponsor of compliance responsibilities relating to any law, ordinance, or regulation of any Federal, State, or local government body.

A copy of this determination will be forwarded to the Federal Communications Commission (FCC) because the structure is subject to their licensing authority.

If we can be of further assistance, please contact our office at (817) 222-5933, or andrew.hollie@faa.gov. On any future correspondence concerning this matter, please refer to Aeronautical Study Number 2017-ASO-21572-OE.

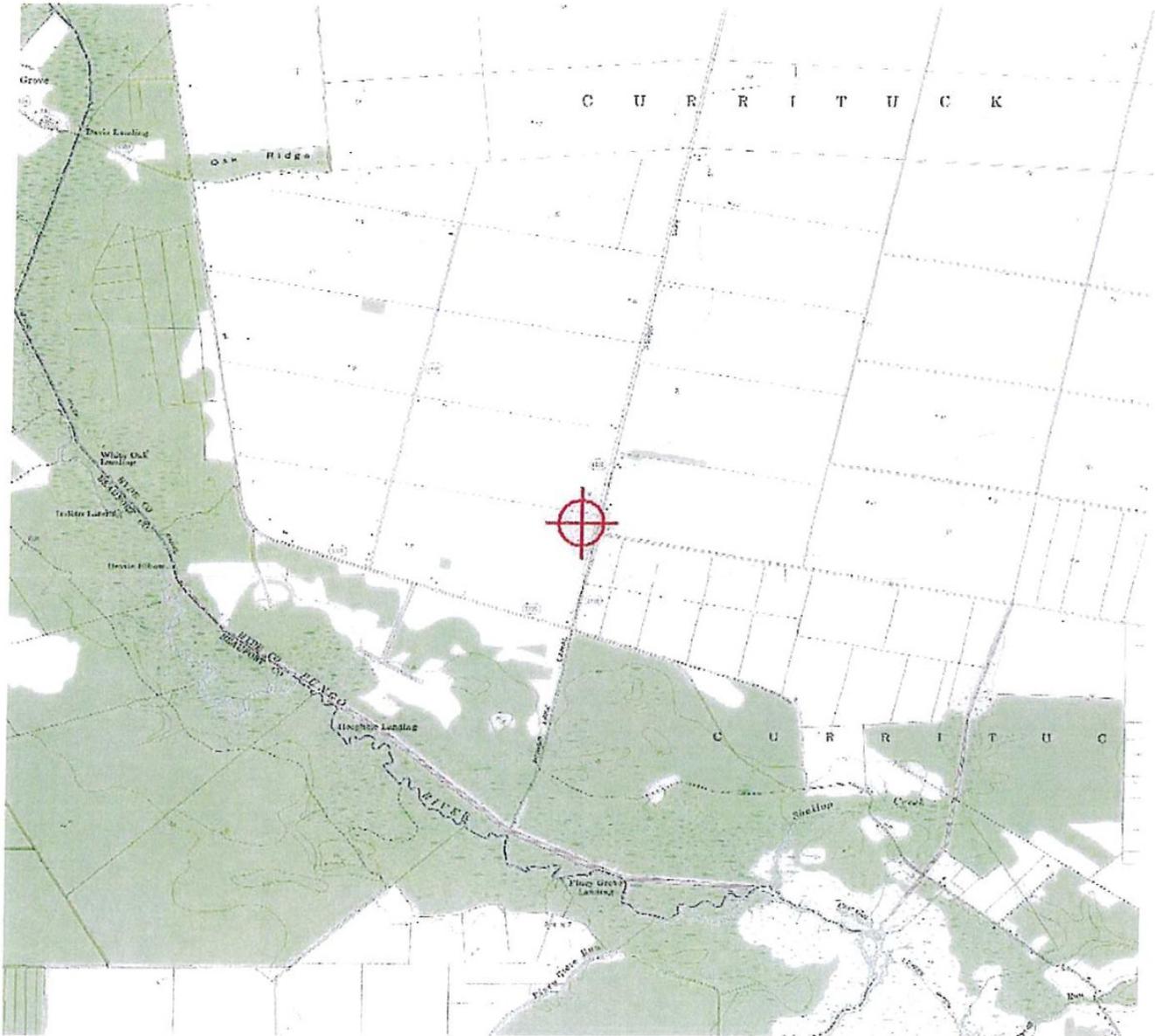
Signature Control No: 347274953-351735461
Andrew Hollie
Specialist

(DNE)

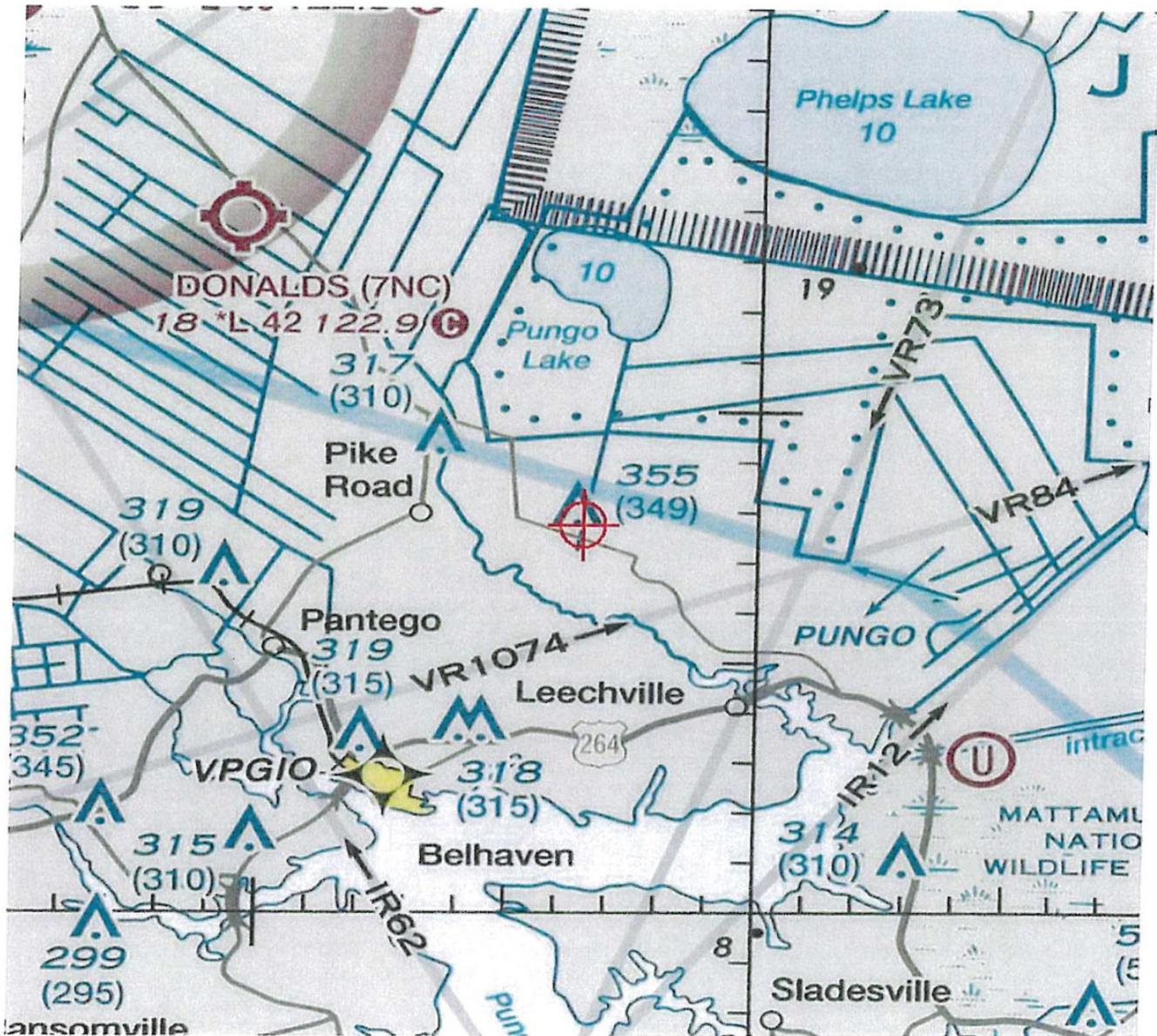
Attachment(s)
Case Description
Frequency Data
Map(s)

cc: FCC

TOPO Map for ASN 2017-ASO-21572-OE



Sectional Map for ASN 2017-ASO-21572-OE



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

Meeting Date: Meeting Date: January 8, 2018
Presenter: Kris Cahoon Noble
Attachment: Yes. Letter of Request & Structural Analysis Report

ITEM TITLE: WIRELESS TELECOMMUNICATIONS FACILITY LOCATED AT INTERSECTION OF US HWY 264 AND ROSE BAY TURNPIKE

SUMMARY: TowerCom, LLC is proposing to construct and operate a 300-foot guyed telecommunications tower for T-Mobile on a 35-acre parcel located on the east side of the intersection of US Hwy 264 and Rose Bay Turnpike. The addition of this tower will provide the latest wireless technologies to those living and working in the surrounding area (i.e. Swan Quarter and residences), those travelling on nearby roads (i.e. Hwy 264, Main Street, Rose Bay Turnpike), and emergency personnel operating in the area.

The applicant is proposing to locate the tower and associated ground equipment within a 60 foot x 60 foot fenced compound (100 foot x 100 foot leased area). The three associated guy wires will each be located within a 30-foot easement extending approximately 240 feet from the tower. The proposed tower will have an overall structure height of 301 feet (300 foot tower with a 1-foot lighting rod) and will have collocation positions for at least four (4) users (T-Mobile plus three (3) others) and two (2) microwave dishes. The facility will be unmanned and will be visited approximately once a month by technicians.

The Planner has reviewed the Telecommunications Ordinance specifically Article III, Wireless Telecommunications Facilities in regards to the application and has found the application and proposed scope of work to be compliant under the Ordinance. The Board of Commissioners must review and approve applications before the building inspector can permit construction.

RECOMMEND: REVIEW AND APPROVE REQUEST.

Motion Made By: Earl Pugh, Jr.
 Barry Swindell
 Dick Tunnell
 Ben Simmons
 Tom Pahl

Motion Seconded By: Earl Pugh, Jr.
 Barry Swindell
 Dick Tunnell
 Ben Simmons
 Tom Pahl

Vote: Earl Pugh, Jr.
 Barry Swindell
 Dick Tunnell
 Ben Simmons
 Tom Pahl

Drew C. Patterson
Network Building and Consulting, LLC
4435 Waterfront Drive, Suite 100
Glen Allen, VA 23060

December 27, 2017

Kris Noble
Planning & Economic Development Director
P.O. Box 188
30 Oyster Creek Rd.
Swan Quarter, NC 27885

*This is where the
temporary tower is
now.*

Re: Wireless Telecommunication Services (WTS) Application – 300 foot guyed tower
Site name: Rose Bay – NC PIN #7683-12-4671

Dear Ms. Noble:

On behalf of my client, TowerCom, LLC, I am submitting an application for a 300 foot guyed tower for T-Mobile on the above-referenced property. The request will also include associated ground equipment. Attached you will find three (3) copies of the required submittal materials. If you need any additional information, please don't hesitate to contact me at 804-363-0891. Thank you for your assistance with this request and I look forward to working with you.

Sincerely,



Drew Patterson
Project Manager
Network Building & Consulting, LLC
Consultant to TowerCom, LLC

Applicant Narrative
Site Name: Rose Bay

Proposal

TowerCom, LLC (the "Applicant") proposes to construct and operate a 300 foot guyed telecommunications tower for T-Mobile on a 35 acre parcel located on the east side of the intersection of US Hwy 264 and Rose Bay Turnpike and identified as NC PIN #7683-12-4671 ("Property"). T-Mobile is licensed by the Federal Communications Commission to provide wireless communications services throughout Hyde County ("County"). As is indicated on the propagation maps submitted with this application, which depict the coverage objective of the proposed tower, T-Mobile currently has a clear lack of coverage between Site #5GW0961A, located near the end of Bishop Road, and Site #5GW0959A, located at 220 Sadie Weston Road. The enclosed propagation maps also depict T-Mobile's network of existing antenna sites in this portion of the County. This network of sites is largely based on the use of existing towers and tall structures built by T-Mobile, other wireless carriers and tower companies.

The Applicant is proposing to locate the tower and associated ground equipment within a 60 foot x 60 foot fenced compound (100 foot x 100 foot lease area). The three (3) associated guy wires will each be located within a 30 foot easement extending approximately 240 feet from the tower. The proposed tower will have an overall structure height of 301 feet (300 foot tower with a 1 foot lightning rod) and will have collocation positions for at least four (4) users (T-Mobile plus three (3) others) and two (2) microwave dishes. The facility will be unmanned and will be visited approximately once a month by technicians. The facility will not emit any odor, fumes or glare and the noises emitted from the equipment on the ground will not be any louder than normal residential HVAC equipment. Therefore, the impact on surrounding properties resulting from this passive use will be minimal.

Purpose of Tower

As previously noted, T-Mobile has identified a clear gap in coverage in this area of Hyde County. The proposed tower will achieve the following:

- Provide the latest wireless technologies to the following:
 - Those living and working in the surrounding area (i.e. Swan Quarter and residences):
 - Residents will have the ability to communicate on their wireless devices with fewer dropped calls;
 - Residents will have access to the internet to work or shop from home;
 - Students will have access to the latest online educational opportunities while at home;
 - Businesses can communicate more efficiently and effectively.
 - Those travelling on nearby roads (i.e. US Hwy 264, Main Street, Rose Bay Turnpike);
 - Emergency personnel operating in the area.

- Provide multiple collocation opportunities for other wireless carriers to expand their networks in this area of Hyde County.

Code of Ordinance requirements

Chapter 40, Article 3, Wireless Telecommunications Facilities, provides the requirements for new towers in the County. The applicable requirements in this section are as follows:

Chapter 40 - TELECOMMUNICATIONS

ARTICLE III. - WIRELESS TELECOMMUNICATIONS FACILITIES

Sec. 40-222. - Intent.

The regulation of wireless telecommunications services facilities is intended to provide for the appropriate location, development and installation of telecommunications towers and antennae within the county's jurisdiction. The provisions of this article are intended to protect and promote health, safety and aesthetic concerns by:

- (1) Minimizing the adverse visual effects of towers and antennae through careful design, siting and screening;

The Applicant will minimize adverse visual impacts as follows:

- *The proposed tower will be located in a very rural area where the closest off-site residential structure is over 1,000 feet from the tower;*
- *The proposed tower is a guyed tower, which has less exposed steel than a self-support tower and, therefore, is generally less visually intrusive from further distances.*

- (2) Avoiding potential damage from tower failure to adjacent properties through structural standards and setback requirements; and

The proposed tower is a 300' guyed tower; therefore, the required setback from property lines is 300 feet. The proposed tower will meet or exceed all setbacks and will comply with all Federal, State and local structural standards.

- (3) Maximizing the use of existing towers, structures or buildings to accommodate new telecommunications antenna in the jurisdiction.

In building out its network, T-Mobile first looks to collocate on existing structures within a search ring (telecommunications towers, transmission towers, rooftops, etc.). T-Mobile places a strong emphasis on collocation for two reasons: 1) it is the desire of most local governments and 2) it is typically much cheaper than building a new tower site. For this search ring, the surrounding area is very rural and there are no existing buildings or transmission towers that are tall enough to meet the coverage objective. There is a guyed tower located approximately .6 miles northwest on NC PIN #7673-93-0347; however, this tower is owned by the Department of the Naval Facilities Engineering Command Atlantic and insurance requirements prevent T-Mobile from collocating on it. Furthermore, per the attached email from John S. Correll, Navy Supervisory Real Estate Contracting Officer, the Navy lacks the manpower to research or process a collocation inquiry.

Sec. 40-223. - Review and approval.

All WTS development shall be subject to the following review and approval procedures, when they fall in the following categories. The board of commissioners must review and approve all applications before the building inspector can permit construction of:

- (1) Any antenna attached to an existing principal building or structure over 100 feet, including the height of principal building or structure.

Not applicable.

- (2) All freestanding or guyed towers exceeding 100 feet.

The proposed tower is a 300 foot guyed tower.

Sec. 40-224. - Demonstration of need.

The applicant shall provide a diagram showing the cell site configuration illustrating the coverage area of the proposed wireless telecommunications tower and antenna. This diagram shall demonstrate the frequency re-use and spacing needs of the wireless system in order to provide adequate coverage and capacity to areas that cannot be adequately served by other locations.

See attached propagation maps showing that T-Mobile currently has a clear lack of coverage between Site #5GW0961A, located near the end of Bishop Road, and Site #5GW0959A, located at 220 Sadie Weston Road.

Sec. 40-225. - WTS format preference.

- (a) The following order of preference shall be used during the review and approval of WTS development:

- (1) Stealth antenna;
- (2) Antenna located on existing WTS facilities, utility poles, water towers or similar utility structure;
- (3) Antenna attached to or mounted on an existing building or structure (single or colocation provider);
- (4) Freestanding WTS development designed and constructed with colocation capability; and
- (5) Freestanding WTS development designed and constructed for single-provider use.

The proposed tower is a 300 foot guyed tower (item #4). It will have collocation positions for at least four (4) users (T-Mobile plus three (3) others) and two (2) microwave dishes.

- (b) The applicant shall provide documentation giving the reasons why in the opinion of the applicant it is not feasible or reasonable to require the applicant to comply with a WTS development of a higher order of preference as set forth in this section. The application for a WTS development shall not be approved for a lower format preference, unless it is not reasonable to expect the applicant to meet a higher order of preference.

See attached letter from TowerCom explaining the rationale for the proposed height and design. In summary, the following is why a higher order of preference is not possible:

The proposed tower will alleviate coverage and capacity issues in this area of Hyde County. In order to achieve the coverage objective and connect the propagation rings of the surrounding T-Mobile sites, a 300 foot tower is required. It is not feasible to construct a stealth antenna at this height and there were no collocation opportunities available in this rural area. A 300 foot guyed tower will allow at least four (4) collocation positions (T-Mobile plus three (3) others) as well as positions for two (2) microwave dishes.

In regards to tower type, a guyed tower has less exposed steel than a self-support tower; therefore, it is better suited to comply with the strict coastal wind standards that are required in Eastern North Carolina. Furthermore, the high water table and poor soils in this area make a self-support tower economically unfeasible due to the intricate foundation that would be required.

Sec. 40-226. - Standards for location and setbacks.

Sufficient land shall be acquired for all tower sites to contain any ice or debris that happens to fall from the tower, antenna or guy wires. For monopole or lattice towers the minimum setback from the property line shall be one-half the tower and antenna's overall height. For guyed towers the setback from the property line shall be equal to the entire combined height of the tower and antenna.

The proposed tower is a 300' guyed tower; therefore, the required setback from property lines is 300 feet. The setbacks for the proposed tower are as follows:

- *Front – 301'*
- *Right Side – 301'*
- *Left Side – 775'*
- *Rear – 1,600+'*

Sec. 40-227. - Fencing.

Freestanding WTS development shall be surrounded with a fence eight feet in height and capable of preventing unauthorized entry. This includes, but is not limited to, towers, guy anchors and accessory equipment structures.

See Sheet C-10 of the attached plans showing an eight (8) foot fence with barbed wire on top (capable of preventing unauthorized entry).

Sec. 40-228. - Lights.

All wireless telecommunications towers or antenna shall be lighted as required by the Federal Aviation Agency (FAA), the Federal Communications Commission (FCC) or the county. In instances where towers or antennas are exempt from FAA or FCC regulations, the county maintains the right to require lighting on a case-by-case basis.

The proposed tower is 300 feet; therefore, lighting is required. Lighting will be installed in accordance with the requirements of the Federal Aviation Agency (FAA), the Federal Communications Commission (FCC) and the County.

Sec. 40-229. - Identification and warning signs; advertising prohibited.

The use of any portion of a tower for signs or advertising other than the required warning signs shall be prohibited. There shall be a four-foot by four-foot sign clearly visible, identifying the owners and operators of the communication tower site and a local emergency phone number for each. The sign shall be at the entrance of the tower site.

See Sheet C-11 of the attached plans showing a four-foot by four-foot sign, clearly visible, identifying the owner and operator of the communication tower site (i.e. TowerCom) and a local emergency phone number.

Sec. 40-230. - Removal of abandoned or damaged towers.

Any wireless telecommunication tower and antenna, including those existing on the effective date of the ordinance from which this article is derived, that is not used for one year shall be deemed abandoned and the property owner shall remove and dispose of the tower and antenna in an appropriate manner. If the property owner fails to remove the tower and antenna after one year, it may be removed by the county with the costs of such removal assessed against the property owner of the site.

The Applicant agrees to remove any wireless telecommunication tower and antenna, including those existing on the effective date of the ordinance from which this article is derived, that is not used for one year.

Sec. 40-231. - Variance procedure.

Where because of the strict adherence to the provisions of this article is would cause a unnecessary hardship on the owner he may apply for a variance in writing to the county board of commissioners at least seven days prior to the next regularly scheduled meeting.

Not applicable.

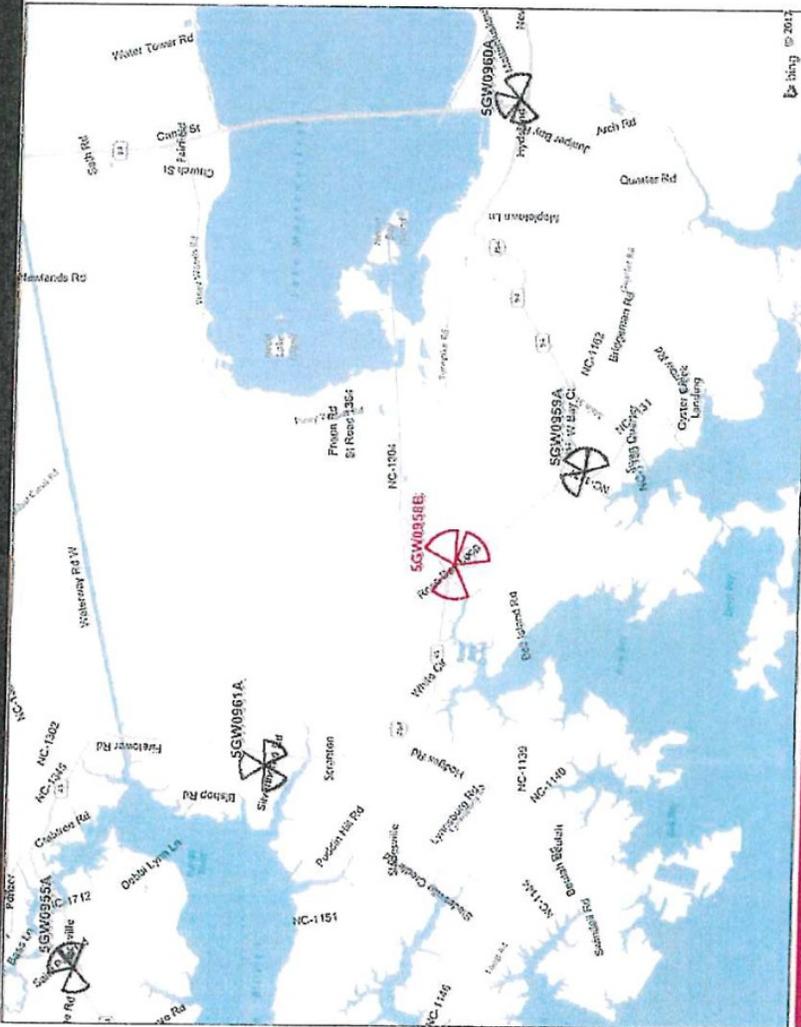
Sec. 40-232. - Conflicts; more restrictive regulation governs.

Whenever the regulations of this article conflict with the requirements of another federal or state statute, or a county ordinance, the more restrictive standard shall govern.

Agreed.

PROPAGATION MAPS

5GW0958B: Overview



On Air

Candidate

Candidate	Lat	Long
5GW0958B	35.45868900	-76.37635800

Coverage Objective

The primary objective of this site is to improve the coverage in the area which include City of Swanquarter, Swanquarter Quarter Ferry Terminal, Hyde Correctional Institute and surrounding area.

T-Mobile Confidential

5GW0958B - Coverage-Before-Before Candidate



	On Air
	Candidate
Coverage	
	Needs Improvement
	Satisfactory
	Good
	Excellent
LTE RSRP Threshold	
	-114 <= x < -107 dBm
	-107 <= x < -97 dBm
	-97 <= x < -88 dBm
	-88 <= x < 0 dBm

T-Mobile Confidential

5GW0958B - Coverage- Candidate only



	On Air
	Candidate
Coverage	
	Needs Improvement
	Satisfactory
	Good
	Excellent
LTE RSRP Threshold	
	-114 <= x < -107 dBm
	-107 <= x < -97 dBm
	-97 <= x < -88 dBm
	-88 <= x < 0 dBm
Height	
Antenna Centerline 290 Feet	
Azimuth	
60-140-280	

5GW0958B— Coverage-After Candidate



On Air
Candidate
Coverage
<input type="checkbox"/> Needs Improvement <input type="checkbox"/> Satisfactory <input type="checkbox"/> Good <input type="checkbox"/> Excellent
LTE RSRP Threshold
<input type="checkbox"/> -114 <= x < -107 dBm <input type="checkbox"/> -107 <= x < -97 dBm <input type="checkbox"/> -97 <= x < -88 dBm <input type="checkbox"/> -88 <= x < 0 dBm
Height
Antenna Centerline 290 Feet
Azimuth
60-140-280

The primary objective of this site is to improve the coverage in the area which include City of Swanquarter, US Highway 264, Hobo and Newman Seafood, Main St., Landing RD., NC 45 road, Swanquarter Quarter Ferry Terminal, Swan quarter Christian Church, Swanquarter Volunteer Fire, Hyde County Clerk of Court, Hyde Correctional Institute and surrounding residential and business area. It will improve the signal strength and customer will have better indoor coverage.

EMAIL FROM NAVY
REGARDING COLLOCATION

Drew Patterson

From: Drew Patterson
Sent: Wednesday, December 27, 2017 8:26 AM
To: Drew Patterson
Subject: FW: [EXTERNAL] RE: PHONE CALL

From: "Correll, John S CIV NAVFAC MIDLANT, IPTMC" <john.s.correll@navy.mil>
Date: December 20, 2017 at 2:44:43 PM EST
To: "Moore, Heather" <Heather.Moore@jacobs.com>
Cc: "O'Malley, Robert CIV NAVFAC MIDLANT, AM" <robert.omalley@navy.mil>, "Pack, Amanda M CIV NAVFAC MIDLANT, AM" <amanda.pack@navy.mil>
Subject: [EXTERNAL] RE: PHONE CALL

Heather,

We have checked our real estate records and could find no record of a Navy/Marine Corps cell tower located in or near SwanQuarter NC. Unfortunately, we do not have a database of Navy/Marine Corps-owned cell towers. I assume the cell tower property displays a sign indicating either U.S. Government or Navy property, but as there is no way for us to determine which Navy/Marine Corps Installation, Command, Department of Defense Component (Army, Air Force, or Coast Guard) or Federal Agency owns the tower nor do we have the manpower to conduct such a search.

Respectfully,
John

John S. Correll
Supervisory Real Estate Contracting Officer
Asset Management, NAVFAC-MIDLANT
Marine Corps IPT, Code AM15
Phone: (757) 341-0697

TOWERCOM
HEIGHT AND DESIGN LETTER



Kris Noble
Planning & Economic Development Director
PO Box 188
30 Oyster Creek Rd.
Swan Quarter, NC 27885

*Application of TowerCom IV LLC to construct a new Wireless
Telecommunications Tower for the following site:*

Site Name: Rose Bay

TowerCom IV, LLC

TowerCom IV, LLC ("TowerCom") is one of the leading independent owner and operators of shared wireless infrastructure with a regional focus. The core business of TowerCom involves the engineering, deployment, marketing, ownership, operation and leasing of shared wireless communications sites. The sharing of infrastructure among multiple services lies at the heart of TowerCom's business philosophy. Our portfolio of wireless communication sites enables our customers to serve their markets more efficiently and with sensitivity to local planning and zoning jurisdictions.

Statement on Tower Height and Design

Pursuant to Sec. 40-255 (b) of the Article III, Chapter 40 of the Hyde County Code of Ordinances, TowerCom provides the following statement regarding the height and design of the proposed tower. The radio frequency design (RF) engineers for T-Mobile indicated that their desired mounting height for these locations for optimal network performance was 300' AGL. This is consistent with other carriers presently servicing the area including Verizon, AT&T and US Cellular. Given our client's inability to co-locate we sought out properties that could accommodate a tower of this height while meeting or exceeding setback requirements. The known poor soils and high water table lying 1-3' below grade coupled with high coastal wind requirements per ANSI/TIA-222G for Hyde County made the construction of a large lattice tower economically infeasible for this project. The completed geotechnical investigation confirmed these concerns. A guyed tower is an infinitely better solution when working in these conditions because the lighter weight, smaller profile and ability to design foundations near the surface. Given the rural nature and limited traffic a 300' guyed tower provides the best coverage for our carrier clients and is consistent with the majority of similar tall towers operating in the coastal area of NC. Our tower will be designed and built for three (3) additional users, for a total of four (4) and can accommodate other non-PCS users as well.

TowerCom IV, LLC

By: _____

George Davis, VP

Printed Name and Title

FAA DETERMINATION



**ASAC SITE SPECIFIC EVALUATION
FOR**

Site Name: Rose Bay
Site Number: 81630 136391
Site Location: Swan Quarter, NC.

Requestors Name: George Davis
Company Name: TowerCom VI, LLC
Street Address: 5611 NC Highway 55, STE 201
City and Zip: Durham, NC., 27713

This is an evaluation based on application of surfaces identified in Federal Aviation Regulation (FAR) Part 77 and Federal Communication Commission (FCC) Rules Part 17.

EXECUTIVE SUMMARY

- + The max height that can be built at this site without notice to the FAA is 200 feet AGL or 201 feet AMSL.**
- + The max No Extended Study height at this site is 499 AGL, or 500 AMSL.**
- + The max no hazard height at this site is 499 AGL, or 500 AMSL.**
- + The max no marking and lighting height at this site is 200 AGL, or 201 AMSL.**

SITE DATA

Structure Type: Antenna Tower

Coordinates of site:Lat: 35°27'30.73"
Long: 76°22'34.50"
Datum: NAD 83

Site ground elevation: 1
Total height above the ground of the entire structure (AGL): 310
Total height above mean sea level (AMSL): 311

AIRPORT/HELIPORT INFORMATION

Nearest public use or Government Use (DOD) facility: Hyde County.

This structure will be located 21 NM or 130751 FT from the airport on a bearing of 73 degrees true to the airport.

Nearest private use landing facility is: Hodges Farm.

This structure will be located 3.7 NM from the airport on a bearing of 251 degrees true to the airport.

STUDY FINDINGS

FAA FAR Part 77 paragraph 9 (FAR 77.9): (Construction or Alteration requiring notice.) (These are the imaginary surfaces that the FAA has implemented to provide general criteria for notification purposes.)

This structure does require notification to the FAA.

FAA FAR Part 77 paragraph 17(FAR 77.17): (Standards for Determining Obstructions.)(These are the imaginary surfaces that the FAA has implemented to protect aircraft safety. If any of these surfaces are penetrated, the structure may pose a Hazard to Air Navigation.)

This structure does not exceed these surfaces.

**FCC Notice Requirements:
(FCC Rules, Part 17)**

This structure does require notification to the FAA or FCC based on these rules.

**FAA EMI:
(The FAA protects certain air navigational aids, radio transmitters, and RADAR facilities from possible interference. The distance and direction are dependent on the type of facility being evaluated. Some of these transmission and receiver facilities are listed in the National Flight Data Center (NFDC) database.)**

This site would not affect any FAA air navigational aids or transmitters.

Military Airspace:

(This would include low level visual and instrument routes along with operations areas and special use airspace.)

This structure will not affect this airspace.

AM Facilities:

(The FCC protects AM radio stations from possible interference for a distance of 3.0 km for directional facilities, and 1.0 km for non-directional facilities. New changes to the FCC critical distances are calculated based on the AM transmission Movement Method Proof evaluation.)

This site was evaluated against the FCC's AM antenna database using the Movement Method proof calculations and no further action is required.

MARKING AND LIGHTING

FAA Advisory Circular 70/7460-1:

Marking and lighting is required for this structure.

RECOMMENDATIONS

This site was evaluated in accordance with the requirements specified by the FAA under Federal Aviation Rules part 77, and found not to be a hazard to air navigation.



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mappingsupport.com



500 m

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

Meeting Date: January 8, 2018
Presenter: Tony Spencer, Chief, Engelhard Volunteer Fire Department
Attachment: § 58-84-30 – Trustees Appointed

ITEM TITLE: APPOINTMENT TO NORTH CAROLINA RURAL FIRE DISTRICT
2018 BOARD OF TRUSTEES – ENGELHARD VFD

SUMMARY: The Firefighter’s Relief Fund program is designed to financially assist firefighters in the event of In-Line of Duty injury or death. It may also be used for supplemental retirements, educational benefits and to purchase other insurance/pension plans.

Chief Spencer requests appointment of two Engelhard Fire Department Directors to the department’s Relief Fund Board of Trustees (to replace two individuals who no longer have any affiliation). Current FRF trustees are Jeff Farrow, Larry Weston and Ike Wyant.

Nominees are:

Mr. Troy Hodges, Chairman
Ms. Beadie Gibbs, Director

RECOMMEND: Approve.

Motion Made By: Earl Pugh, Jr.
 Barry Swindell
 Dick Tunnell
 Ben Simmons
 Tom Pahl

Motion Seconded By: Earl Pugh, Jr.
 Barry Swindell
 Dick Tunnell
 Ben Simmons
 Tom Pahl

Vote: Earl Pugh, Jr.
 Barry Swindell
 Dick Tunnell
 Ben Simmons
 Tom Pahl

§ 58-84-30. Trustees appointed; organization.

For each county, town or city complying with and deriving benefits from the provisions of this Article, there shall be appointed a local board of trustees, known as the trustees of the local Firefighters' Relief Fund, to be composed of five members, two of whom shall be elected by the members of the local fire department who are qualified as beneficiaries of such fund, two of whom shall be elected by the mayor and board of aldermen or other local governing body, and one of whom shall be named by the Commissioner of Insurance. Their selection and term of office shall be as follows:

- (1) The members of the fire department shall hold an election to elect two representatives to the board to serve at the pleasure of the members of the department. The elected representatives may serve until their resignation or until the department holds an election to replace them. Board members elected pursuant to this subdivision shall be either (i) residents of the fire district or (ii) active or retired members of the fire department.
- (2) The mayor and board of aldermen or other local governing body shall appoint two representatives to the board to serve at the pleasure of the governing body. Board members appointed pursuant to this subdivision shall be residents of the fire district.
- (3) The Commissioner of Insurance shall appoint one representative to serve as trustee who shall serve at the pleasure of the Commissioner. The member appointed pursuant to this subdivision shall be either (i) a resident of the fire district or (ii) an active or retired member of the fire department.

All of the above trustees shall hold office for their elected or appointed time, or until their successors are elected or appointed, and shall serve without pay for their services. They shall immediately after election and appointment organize by electing from their members a chairman and a secretary and treasurer, which two last positions may be held by the same person. The treasurer of said board of trustees shall give a good and sufficient surety bond in a sum equal to the amount of moneys in his hand, to be approved by the Commissioner of Insurance. The cost of this bond may be deducted by the Insurance Commissioner from the receipts collected pursuant to G.S. 58-84-10 before distribution is made to local relief funds. If the chief or chiefs of the local fire departments are not named on the board of trustees as above provided, then they shall serve as ex officio members without privilege of voting on matters before the board. (1907, c. 831, s. 6; C.S., s. 6068; 1925, c. 41; 1945, c. 74, s. 1; 1947, c. 720; 1949, c. 1054; 1973, c. 1365; 1985, c. 666, s. 64; 1987, c. 174, ss. 1, 5; 2007-246, s. 3; 2012-45, s. 2; 2014-64, s. 1(a); 2016-51, s. 3.)

§ 58-84-32. Prudent management of funds.

Local boards of trustees shall manage local relief funds as prudent trustees of the funds, subject to Chapter 36E of the General Statutes. (2014-64, s. 1(a).)

§ 58-84-33. Maximum fund balances.

(a) The balance of a local fire department's Firefighters' Relief Fund for a given year shall not exceed the product of multiplying the number of members on the department's roster as of January 1 for that year by the sum of two thousand five hundred dollars (\$2,500).

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

Meeting Date: December 4, 2018
Presenter: Tony Spencer, Chief, Engelhard Volunteer Fire Department
Attachment: No

ITEM TITLE: FIRE DEPARTMENT MATCHING GRANT

SUMMARY: The Hyde County Volunteer Fire Departments request consideration for the continuation of matching grant funds of \$10,000.00 (each department) IRT the North Carolina Volunteer Fire Fund Grant in the upcoming fiscal year. For Hyde County departments, a 25% match is required and the \$10,000 becomes \$40,000. This past year, the use of county matching funds made a significant difference in the ability of the departments to begin to modernize equipment.

This OSFM Grant, enacted by NCGS 58-87, is funded from a small portion of all fire insurance premiums paid in North Carolina. Funds must be expended as laid out IAW the NCGS and the NC Administrative Code, therefore any funds not obtained locally will simply go to other counties (arguably in less of a need). Our departments score very highly based upon a matrix of the following criteria, making it an almost guaranteed award:

- 1) Number and age of vehicles
- 2) Population served
- 3) County per capita income
- 4) Source of department funding
- 5) Money on hand
- 6) Protective equipment requested
- 7) Miscellaneous equipment requested
- 8) Vehicles requested
- 9) Capital improvements requested
- 10) Current fire insurance rating

The timeline for the grant is to open +/- January 1, due at the end of February, announced on May 15, and complete by September 30. As part of the application process, the departments must certify the ability to match the grant award which is the reason for a January request, in order that we may have time to solicit vendors and prepare the application appropriately. The departments agree to submit the requested equipment list to the BOC upon grant submission and provide additional documentation of purchases when requesting the funds in July.

RECOMMEND: Approve.

Motion Made By: Earl Pugh, Jr.
 Barry Swindell
 Dick Tunnell
 Ben Simmons
 Tom Pahl

Motion Seconded By: Earl Pugh, Jr.
 Barry Swindell
 Dick Tunnell
 Ben Simmons
 Tom Pahl

Vote: Earl Pugh, Jr.
 Barry Swindell
 Dick Tunnell
 Ben Simmons
 Tom Pahl

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

Meeting Date: January 8, 2018
Presenter: Corrinne Gibbs
Attachment: Yes

ITEM TITLE: 2018 IRS STANDARD MILEAGE RATE

SUMMARY: The IRS has increased its standard mileage rate from \$0.53.5 to \$0.54.5 for 2018.

RECOMMEND: We recommend the Board adopt the IRS standard mileage rate for 2018 of \$0.54.5.

The Internal Revenue Service (IRS) has issued the 2018 optional standard mileage rates and beginning on January 1, 2018, the standard mileage rates for the use of a car, van, pickup or panel truck will be: **54.5 cents per mile for business miles driven** (up from 53.5 cents in 2017)

Motion Made By: Earl Pugh, Jr.
 Barry Swindell
 Dick Tunnell
 Ben Simmons
 Tom Pahl

Motion Seconded By: Earl Pugh, Jr.
 Barry Swindell
 Dick Tunnell
 Ben Simmons
 Tom Pahl

Vote: Earl Pugh, Jr.
 Barry Swindell
 Dick Tunnell
 Ben Simmons
 Tom Pahl

Standard Mileage Rates for 2018 Up from Rates for 2017

IR-2017-204, Dec. 14, 2017

WASHINGTON — The Internal Revenue Service today issued the 2018 optional standard mileage rates used to calculate the deductible costs of operating an automobile for business, charitable, medical or moving purposes.

Beginning on Jan. 1, 2018, the standard mileage rates for the use of a car (also vans, pickups or panel trucks) will be:

- 54.5 cents for every mile of business travel driven, up 1 cent from the rate for 2017.
- 18 cents per mile driven for medical or moving purposes, up 1 cent from the rate for 2017.
- 14 cents per mile driven in service of charitable organizations.

The business mileage rate and the medical and moving expense rates each increased 1 cent per mile from the rates for 2017. The charitable rate is set by statute and remains unchanged.

The standard mileage rate for business is based on an annual study of the fixed and variable costs of operating an automobile. The rate for medical and moving purposes is based on the variable costs.

Taxpayers always have the option of calculating the actual costs of using their vehicle rather than using the standard mileage rates.

A taxpayer may not use the business standard mileage rate for a vehicle after using any depreciation method under the Modified Accelerated Cost Recovery System (MACRS) or after claiming a Section 179 deduction for that vehicle. In addition, the business standard mileage rate cannot be used for more than four vehicles used simultaneously. These and other requirements are described in Rev. Proc. 2010-51.

Notice 2018-03, posted today on IRS.gov, contains the standard mileage rates, the amount a taxpayer must use in calculating reductions to basis for depreciation taken under the business standard mileage rate, and the maximum standard automobile cost that a taxpayer may use in computing the allowance under a fixed and variable rate plan.

Motion Made By: Earl Pugh, Jr.
 Barry Swindell
 Dick Tunnell
 Ben Simmons
 Tom Pahl

Motion Seconded By: Earl Pugh, Jr.
 Barry Swindell
 Dick Tunnell
 Ben Simmons
 Tom Pahl

Vote: Earl Pugh, Jr.
 Barry Swindell
 Dick Tunnell
 Ben Simmons
 Tom Pahl

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

Meeting Date: January 8, 2017
Presenter: Kris Cahoon Noble
Attachment: No

ITEM TITLE: HYDE COUNTY FLOOD MAPS

SUMMARY: Assistant County Manager Kris Noble will discuss the new flood maps for Hyde County.

RECOMMEND: INFORMATION ONLY

Motion Made By: Earl Pugh, Jr.
 Barry Swindell
 Dick Tunnell
 Ben Simmons
 Tom Pahl

Motion Seconded By: Earl Pugh, Jr.
 Barry Swindell
 Dick Tunnell
 Ben Simmons
 Tom Pahl

Vote: Earl Pugh, Jr.
 Barry Swindell
 Dick Tunnell
 Ben Simmons
 Tom Pahl

HYDE COUNTY BOARD OF COMMISSIONERS
2017/2018 BUDGET REVISIONS

MEETING DATE 1/8/2018					
(FO USE) BR # OR IDT#	DEPARTMENT	ACCOUNT #	LINE ITEM ACCOUNT NAME / EXPLANATION	"+" EXP BUDGET	"- " EXP BUDGET
				"- " REV BUDGET	"+" REV BUDGET
				DEBIT	CREDIT
13-18	Health - Maternal	10-5820.4600	Medical Supplies	\$ 300.00	
		10-5820.7400	Equipment		\$ 300.00
				\$ 300.00	\$ 300.00
Transferring funds from Equipment of Medical Supplies to cover cost of Maternity Clinic. Budget is NOT increased.					

REQUESTED *Janet Gibbs* DATE 1-8-18

APPROVED... CO MANAGER _____ CO COMMISSIONER-CHAIR _____ CLERK TO THE BOARD _____

ENTERED LEDGER/DATE _____

HYDE COUNTY BOARD OF COMMISSIONERS
2017/2018 BUDGET REVISIONS

MEETING DATE 1/2/2018					
(FO USE) BR # OR IDT#	DEPARTMENT	ACCOUNT #	LINE ITEM ACCOUNT NAME / EXPLANATION	"+" EXP BUDGET	"- " EXP BUDGET
				"- " REV BUDGET	"+" REV BUDGET
				DEBIT	CREDIT
14-18	Health - WIC	10-5970.1200	Postage	\$ 100.00	
		10-5970.2600	Advertising		\$ 100.00
				\$ 100.00	\$ 100.00
Transferring funds from Advertising to Postage to cover cost of mailing correspondence to WIC clients. Budget is NOT increased.					

REQUESTED Quana Gibbs DATE 1-8-18

APPROVED... CO MANAGER _____ CO COMMISSIONER-CHAIR _____ CLERK TO THE BOARD _____

ENTERED LEDGER/DATE _____

HYDE COUNTY BOARD OF COMMISSIONERS
2017/2018 BUDGET REVISIONS

MEETING DATE 1/8/2018					
(FO USE) BR # OR IDT#	DEPARTMENT	ACCOUNT #	LINE ITEM ACCOUNT NAME / EXPLANATION	"+" EXP BUDGET "-." REV BUDGET	"-." EXP BUDGET "+" REV BUDGET
				DEBIT	CREDIT
15-18	Health - Vidant HP	10-5835.1400	Travel	\$ 1,000.00	
		10-5835.9800	Trainings		\$ 500.00
		10-5835.4500	Contract Wages		\$ 500.00
				\$ 1,000.00	\$ 500.00
			Transferring funds from Trainings and Contract Wages to Travel to cover the cost of travel for Health Promotion. Budget is NOT increased.		

REQUESTED Juanita Gibbs DATE 1-8-18

APPROVED... CO MANAGER CO COMMISSIONER-CHAIR CLERK TO THE BOARD

ENTERED LEDGER/DATE _____

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

Meeting Date: January 8, 2018
Presenter: Chairman, Vice-Chair, Commissioners and Manager
Attachment: No

ITEM TITLE: MANAGEMENT REPORTS

SUMMARY: This is a time for each Commissioner to give reports on their work representing the County.

Additionally, Commissioners may wish to bring up issues they wish to have followed up by the Board or by the County Manager.

The County Manager and Assistant County Manager will give an oral update on various projects and other administrative matters.

RECOMMEND: Receive reports. Discussion and possible action as necessary.

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

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

Vote: ___ Earl Pugh, Jr.
___ Barry Swindell
___ Dick Tunnell
___ Ben Simmons
___ Tom Pahl

Manager's Calendar (December 2017)

1	10:30am-SOG Board Meeting-Chapel Hill
2	11:30am-Met with Tom Pahl re: Island Inn
3	12:30pm-Met with Phil Faison (Island Inn owner); 3:30pm-Fred Holscher
4	10:30am-Loan Closing for Ocracoke Brewing; 1:30pm-E911 Conference Call; 4:30pm-OCBA; 6pm-BOC meeting
5	9:30am-Ferry to SQ; 1pm-Loan Closing (Precision Transport); 2pm-Loan Closing (Chris Williams)
6	9am-E911 Conference Call/Ad Hoc Committee call; 6pm-County Christmas Party
7	Worked from Camp Billy
8	9am-Golden Leaf-Edenton; 1pm-Bobby Walston, Sam Lawhorn, Kris and Jane-conf. call
9	9:30am-12pm-Annual Meeting-Wysocking Bay Homeowners Assoc.
10	
11	3pm-Chris Cavanaugh presentation to OCBA, TDA & OOT
12	11am-Quarterly Manager's meeting-Albemarle Commission(Hertford); 3pm-Met with Justin, Corrinne, Kris; 5pm -5:30-Coop. Ext. Report to BOC/BOE; 5:30pm-7:00pm-Joint BOC/BOE meeting
13	9am-10:15am-Tom Pahl, John G, Ed Norvell -Island Inn Preservation Group; 1pm-Conf. Call with Jay Talbert, Sam Lawhorn & Jane Hodges (Airport); 2pm-TDA; 4:30pm-OPAB; 6pm-OCBA Civic group
14	In SQ-preparing and presenting Hyde Co. Transportation Tram Plan; 6pm-9pm-NC Wildlife Commission Public Meeting-Columbia Ext. Center
15	
16	
17	
18	4:30pm-Whitney Knollenburg; 5:30pm-Waterways Commission meeting
19	9:30am-Ferry to SQ; 1pm-NCIHP; 3p-Met with Justin
20	Worked on tram proposal; cookie swap
21	10am-Meeting with Leland and Everett Hershey and Linda Basnight; 11:30am-Logan Modlin; 3pm-Ocracoke Occupancy Tax Board
22	
23	
24	
25	Christmas Holiday
26	Christmas Holiday
27	Christmas Holiday
28	Ocracoke office
29	Ocracoke office
30	
31	New Year's Eve

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

Meeting Date: January 8, 2018
Presenter: Citizens
Attachment: No

ITEM TITLE: PUBLIC COMMENTS

SUMMARY: 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.

RECOMMEND: Receive comments.

Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: January 8, 2018
Presenter: Board of Commissioners

ITEM TITLE: CLOSED SESSION

SUMMARY: The County Manager may request entering 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.
- 2) To prevent the premature disclosure of an honorary award.
- 3) To consult with an attorney employed or retained by the public body in order to preserve the attorney client privilege.
- 4) To discuss matters relating to the location or expansion of industries or other businesses.
- 5) To establish or instruct the public body's staff or agent in negotiating the price or terms of a contract for the acquisition of real property by purchase; or compensation and terms of an employment contract.
- 6) To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee.
- 7) To plan, conduct, or hear reports concerning investigations of alleged criminal misconduct.
- 8) To formulate plans by a local board of education relating to emergency response to incidents of school violence.
- 9) To discuss and take action regarding plans to protect public safety.

RECOMMEND: Enter into Closed Session if required.

Motion Made By: <input type="checkbox"/> Earl Pugh, Jr. (Enter) <input type="checkbox"/> Barry Swindell <input type="checkbox"/> Dick Tunnell <input type="checkbox"/> Ben Simmons <input type="checkbox"/> Tom Pahl	Motion Seconded By: <input type="checkbox"/> Earl Pugh, Jr. <input type="checkbox"/> Barry Swindell <input type="checkbox"/> Dick Tunnell <input type="checkbox"/> Ben Simmons <input type="checkbox"/> Tom Pahl	Vote: <input type="checkbox"/> Earl Pugh, Jr. <input type="checkbox"/> Barry Swindell <input type="checkbox"/> Dick Tunnell <input type="checkbox"/> Ben Simmons <input type="checkbox"/> Tom Pahl
--	--	--

Motion Made By: <input type="checkbox"/> Earl Pugh, Jr. (Exit) <input type="checkbox"/> Barry Swindell <input type="checkbox"/> Dick Tunnell <input type="checkbox"/> Ben Simmons <input type="checkbox"/> Tom Pahl	Motion Seconded By: <input type="checkbox"/> Earl Pugh, Jr. <input type="checkbox"/> Barry Swindell <input type="checkbox"/> Dick Tunnell <input type="checkbox"/> Ben Simmons <input type="checkbox"/> Tom Pahl	Vote: <input type="checkbox"/> Earl Pugh, Jr. <input type="checkbox"/> Barry Swindell <input type="checkbox"/> Dick Tunnell <input type="checkbox"/> Ben Simmons <input type="checkbox"/> Tom Pahl
---	--	--

Action Taken:

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

NORTH CAROLINA
HYDE COUNTY
HYDE COUNTY BOARD OF COMMISSIONERS

From: Linda M. Basnight Tax Administrator

This is to report all tax collections by the Hyde County Tax Office Employees during the
month of Decemb, 2017

CURRENT TAX

DEPOSITS \$2,282,020.03	COUNTY WIDE \$2,251,836.84	MOSQUITO TAX \$9,204.41	SOLID WASTE \$0.00 Res \$0.00 Comm	WEST QUARTER \$13,732.85	INTEREST \$0.00
2017 SQWS \$ 7,245.93					

CURRENT DMV

DEPOSITS \$0.00	COUNTY WIDE \$0.00	MOSQUITO TAX \$0.00	INTEREST \$0.00
---------------------------	------------------------------	-------------------------------	---------------------------

DELIQUENT DMV

2016	COUNTY WIDE	\$0.00
	MOSQUITO	\$0.00
2015	COUNTY WIDE	\$0.00
	MOSQUITO	\$0.00
2014	COUNTY WIDE	\$0.00
	MOSQUITO	\$0.00
2013	COUNTY WIDE	\$0.00
	MOSQUITO	\$0.00
2012	COUNTY WIDE	\$0.00
	MOSQUITO	\$0.00
2011	COUNTY WIDE	\$0.00
	MOSQUITO	\$0.00
		\$0.00
2010	COUNTY WIDE	\$0.00
	MOSQUITO	\$0.00
2009	COUNTY WIDE	\$0.00
	MOSQUITO	\$0.00
2008	COUNTY WIDE	\$0.00
	MOSQUITO	\$0.00
2007	COUNTY WIDE	\$0.00
	MOSQUITO	\$0.00
2006	COUNTY WIDE	\$0.00
	MOSQUITO	\$0.00
2005	COUNTY WIDE	\$0.00
	MOSQUITO	\$0.00
		\$0.00
		\$0.00
		\$0.00

DELIQUENT TAX

2016	\$29,870.06
2015	\$8,935.47
2014	\$8,293.58
2013	\$4,629.15
2012	\$2,638.12
2011	\$763.16
2010	\$574.51
2009	\$573.92
2008	\$360.21
2007	\$192.81
2006	\$127.08
2005	\$62.63
2004	\$0.00
SQWS	\$75.61
MOSQUITO TAX	\$619.57
SOLID WASTE RES	\$600.00
SOLID WASTE COMM	\$0.00
INTEREST	\$10,779.54
WEST/QUARTER	\$1.50
LEGAL FEES	
	\$69,096.92

2018 PREPAYMENTS

Sanders, George	201383	\$0.48
Trainer, Franklin IV	200436	\$3.00
Spencer, Della	203434	\$8.74
Dunbar, Mitchell	201425	\$1,000.00
Pierce, Marshall	207951	\$71.83
Dudley, Susan	201747	\$131.40
Bordeaux Cindy	201680	\$99.41
Precision Pallet	206763	\$2,437.54
Sagaser, Sherry	209387	\$9.07
New Life Assembly	208087	\$226.61
Gaskins, Lou Ann	204663	\$125.00

H 4119.08

INTEREST

\$0.00
\$0.00
\$0.00

Refunds/Overpayments

Loan Care for Edward Fuller	1,823.51
Caliber Homes for Roland Dale	\$1,333.51
Nation Star for Tim Bates	\$467.18

3624.20

Respectfully Submitted

January 2, 2018

Linda M Basnight
Tax Administrator

Chairman of Commissioners

	2017		2016	
	<u>Mainland</u>	<u>Ocracoke</u>	<u>Mainland</u>	<u>Ocracoke</u>
No. Permits Issued				
Residential:	1	2	0	1
Commercial:	4	0	1	0
Other:	11	6	12	18

	2017		2016	
	<u>Mainland</u>	<u>Ocracoke</u>	<u>Mainland</u>	<u>Ocracoke</u>
<u>Inspections</u>				
Site Visits	3	5	3	3 Site Visits
Investigations	0	2	0	3 Investigations
Inspections	17	21	30	2 Inspections
Conferences	2	3	6	4 Conferences
ODO/Plan Reviews	3	2	10	0 ODO/Plan Reviews
School				School
ODO Meeting		1		1 ODO Meeting

Fees Collected from 01/2013 to 12/2013	\$ 32,158.57	01/2014 to 12/2014	\$ 38,400.03	01/2015 to 12/2015	\$ 26,013.15	01/2016 to 12/2016	\$ 43,665.30
Fees Collected from 01/01/17 to 12/31/17	\$ 20,944.48	01/01/2018 to 06/30/2018	\$ 6,487.20				
Fees Collected this Month	\$ 6,487.20			County Projection for 2015/2016			

				Over/Under
Building Permit Fees Collected	New Residential/Commercial Construction			
	Renovations, Docks, Bulkhead, etc	\$ 12,000.00	\$ 20,708.23	\$ (8,708.23)
Inspection Fees Collected	Electrical, HVAC, Plumbing, insulation	\$ 20,000.00	\$ 16,430.65	\$ 3,569.35
Penalties Collected		\$ 1,000.00	\$ 450.00	\$ 550.00

Human Resources Department Report – December 2017

- Verified information for vacation/sick leave for employees
- Completed longevity payroll
- Completed monthly payroll
- Generated the Human Resources employee newsletter
- Completed and processed monthly vouchers to pay employees' insurances, tax garnishments, child support payments, retirement, etc.
- Daily Tasks - Assisted employees as necessary concerning hours worked, salary, insurance, benefits, deposit changes, etc.
- Enrolled five new full-time employees and one part-time employee
- Coordinated drug testing for new County employees and random testing for Ocracoke employees
- Attended NC Health Insurance Program (NCHIP) meeting
- Generated documents for Maximus Financial Audit
- Generated documents and coordinated Travelers Insurance Workers Compensation Annual Audit
- Closed one Workers Compensation claim

Respectively submitted,

Tammy Blake

Public Health Monthly Summary Report – November 2017

CLINICAL SERVICES	Current Month	Year To Date
Family Planning	20	90
Maternal Health	6	14
Adult Health: Wellness/Primary Care/Chronic Disease/Telemedicine	58	179
BCCCP	1	12
Immunizations	20	87
Seasonal Flu Shots/Flu Mists	0	0
Adults	58	72
Children	8	11
STD Treatments	2	14
Communicable Disease Cases/Investigations	0	3
TB Treatments (Latent) & Skin Tests	8	13
Child Health (Wellness)	13	61
Child Health (Sick Care)	17	56
Rabies Treatments/Investigations**	0	4
Dental Varnishing	0	7
Lab Services	21	125
WIC (Women, Infant & Child Nutrition Assistance)		
WIC – Mainland		
Certifications	11	53
Mid-Certification Assessments	3	16
Pick-ups	19	58
Vendor Trainings	0	0
WIC – Ocracoke (Quarterly)		
Certifications	0	0
Mid-Certification Assessments	0	0
Pick-ups	0	0
Vendor Trainings	0	0
PREGNANCY/EARLY CHILDHOOD SERVICES		
Pregnancy Care Management (for healthy pregnancies and births)		
Current Case Load	M 7, L 0, P 0	////////////////////
Contacts this Month	59	////////////////////
Attempts (No Contact)	5	////////////////////
Care Coordination for Children (for healthy children 0-5 years)		
Current Case Load	H 0, M 2, L 0, P 6	////////////////////
Contacts this Month	105	////////////////////
Attempts (No Contact)	8	////////////////////
	0	
MEDICATION ASSISTANCE PROGRAM		
New Patients Enrolled	0	////////////////////
Active Patients Served	64	////////////////////
New Requests	0	////////////////////
Medications Requested		////////////////////
Medications Received	6	////////////////////
Medications Delivered	5	////////////////////
ENVIRONMENTAL HEALTH		
Food and Lodging		
F&L Inspections	6	31

F&L Visits	17	34
F&L Pre-Opening Visits	3	10
F&L Permits Issued	1	2
F&L Permits Suspended		
F&L Suspensions Lifted		
F&L Complaint Investigations		4
F&L Consults	21	85
General Sanitation	3	7
Vector Control		
Animal Control		
Health Education		
On-Site Wastewater		
Sites Visited/Evaluated	11	33
Improvement Permits Issued	1	10
Construction Authorizations	1	19
Other Authorizations	1	6
Consultative Contacts	50	190
Operation Permits Issued	1	3
Migrant Housing Inspections		
On-Site Wells		
Well Site Evaluated	1	1
Grouting Inspections		
Well Site Construction Visits		
Well Construction Permits Issued		
Well Certificate of Completion		
Bacteriological Samples Collected	1	1
Other Sample Collected		
Well Consultative Contacts	3	3

Foreign Interpreter/Outreach Worker

Outreach programs:

Home visits:

Phone calls:

- I made 12 phone calls to inform the patients about appointments, test results, scheduling/rescheduling appointments and making appointments.

Patients served this month:

- I serve 23 patients this month with translations and interpretations.

Translations:

- I translate documents and flyers for the nurses, supervisor and the front desk.

Letters sent:

- I send three letters to patients to let them know about appointments, and test results.

Community work:

- * Assist with the Servsafe class on Ocracoke we had 4 people attending the class
- Request for transportation:
- Delivering flyers at Engelhard, Swan Quarter, Fairfield and Ponzer on October 24, 25 and 26 for flu and take back events.

Office work:

- I have been helping by covering the front desk when is needed, help the accountant clerk with statements and filing patient encounters.

- Finish transferring the old immunization records on NCIR

Health Education

Physical Activity & Nutrition Programming:

- KBR funds:
 - Carryover into a Year 4 (July 2017 – June 2018)
 - Supporting start-up costs for Hyde County Youth Athletics and KidShape programming on Ocracoke
- Vidant funds:
 - Free Piyo classes to be offered at start of new year
 - Childcare will now be provided to participants

Prescription Drug Abuse Prevention:

- Drug drop boxes have been installed in both sheriff's offices
- HCHD dispensing Naloxone to those who use opioids or their family members
- An Opioid Leadership Forum was created in July
 - This group is made up various community and regional agencies, as well as community members
 - Community meetings in different townships began in September and conclude this month
- Prescription Take Back Events took place on Ocracoke on 10/27 and in Swan Quarter on 10/28

Other

- HCHD has decided to join the Regional Community Health Assessment process in 2018
- Know It, Control It is a new hypertension management program which assists pre-hypertensive and hypertensive patients in changing their lifestyles and controlling their blood pressure

Grants

- Ribbon of Hope (GlaxoSmithKline Foundation)
 - Application submitted in October, on behalf of Project DIRECT Legacy, to fund chronic disease prevention and management strategies
 - Notification in Spring
- Vidant Community Benefits Grant Program
 - Letters of Intent due in December
 - Will submit for PDL & HCHD
- Kate B. Reynolds Charitable Trust
 - Applications due in February
 - Looking to apply for funding to support licensed clinical social worker position in order to offer mental health and substance abuse counseling services in-house

Supplemental Information

Lois Stotesberry

From: Parker-Evans, Michelle <mpevans@dconc.gov>
Sent: Tuesday, December 12, 2017 8:54 AM
To: County Clerks in North Carolina
Cc: kevin.leonard@ncacc.org
Subject: [countyclerks] TIME SENSITIVE - Resolution Regarding K-3 Class Size Reduction
Attachments: Resolution - K-3 Class Size Reduction.pdf

Importance: High

Clerks,

Attached please find a Resolution that the Durham Board of County Commissioners unanimously signed and adopted at its December 11th regular meeting last evening. My Board is asking that you share this Resolution with your Board, asking them to consider a change to the language that describes the specific impact on your County; and to adopt a similar resolution at your next meeting.

In addition, we also urge you to contact the members of your General Assembly delegation to encourage them to add this item to their January 10th Special Session. It is of grave concern to educators and school boards around the state, and it is time sensitive.

Thank you in advance for sharing this with your Board.

V. MICHELLE PARKER-EVANS | CLERK TO THE BOARD



Board of Commissioners
Clerk to the Board

200 East Main Street
Durham, North Carolina 27701
Office (919) 560-0026 | Fax (919) 560-0013
mparker-evans@dconc.gov

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Subject Line: **unsubscribe countyclerks** .
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DURHAM BOARD OF COUNTY COMMISSIONERS

Resolution

**RESOLUTION REGARDING K-3 CLASS SIZE REDUCTION IMPLEMENTATION BY
DURHAM COUNTY COMMISSIONERS**

WHEREAS, pursuant to S.L. 2017-9, local school districts in 2018-19 are required to set class size averages in grades K-3 that equal the State classroom teacher funding ratios and will have to meet more restrictive individual class size maximums across those grade levels; and

WHEREAS, an immediate reduction in the K-3 class size maximum will worsen an already very difficult environment for LEAs in finding licensed and qualified teachers to fill classrooms, most likely leading to more classrooms taught by long-term substitutes or lateral-entry teachers, who do not have the pedagogy and classroom management training necessary; and

WHEREAS, equalizing the average and funded K-3 class size ratios will result in the loss of flexibility to generate State funding for teaching positions in program enhancement courses like art, music, physical education; and

WHEREAS, in Section 2.1 of S.L. 2017-197, the General Assembly declared its intent to create a new funding stream for program enhancement teachers starting in 2018-19; and

WHEREAS, separate, additional funding allotments for program enhancement teachers like art, music, and physical education are essential to provide each student in North Carolina a sound and basic education, and

WHEREAS, even when this funding is provided, there are still classroom space and staffing challenges in implementing the new K-3 class size requirements which are outlined below; and

WHEREAS, the Durham County Commissioners, City Council and Board of Education established a Pre-K Task Force to increase early childhood education in our community and are committed to expanding access to early childhood education rather than reducing Pre-K classrooms in an attempt to make space for the K-3 class size reductions; and

WHEREAS, the immediate reduction in individual class size maximums in grades K-3 would in turn increase the number of physical classrooms required at these grade levels, adding to already \$399 million in unmet school capital needs in Durham; and

WHEREAS, Durham Public Schools estimates that in order to comply, Durham Public Schools would need to build 63 new classrooms and hire 90 additional teachers for 2018-19; and

WHEREAS, Durham does not have capital funding to build new classrooms or purchase additional modular classrooms and a new modular unit requires approximately one year to bring online; and

WHEREAS, Durham lacks space to implement the class size reductions and has already converted art and music rooms into traditional classrooms and has those teachers travel from room to room with a cart to deliver program enhancement classes in traditional classrooms; but this doesn't work well with unique aspects of art and music education; and

WHEREAS, art classes use messy supplies such as paint and clay while music classes generate loud sounds that, without adequate sound proof walls, will travel to neighboring classrooms and disrupt learning in those classes; and

WHEREAS, districts that lack space to implement the class size reductions may need to also convert gymnasiums into traditional classrooms, which would mean that physical education courses are held outdoors with no alternative for days with adverse weather conditions; and

WHEREAS, County Commissioners and Local Boards of Education are already working together to budget and plan for the 2018-19 academic year and this issue requires immediate attention by the NCGA.

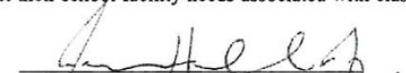
NOW, THEREFORE, BE IT RESOLVED that we the members of the Durham County Board of Commissioners respectfully request that the General Assembly fully fund small classes and slow implementation of the K-3 class size reductions outlined in S.L. 2017-9 through a multi-year phase-in that allows time for the legislature and school districts to address the challenges delineated above, and

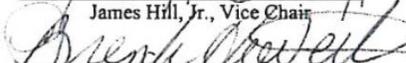
BE IT FURTHER RESOLVED that the NCGA provide full funding for all enhancement teachers, and

BE IT ALSO RESOLVED that the NCGA approve HB 866: Public School Building Bond Act of 2017, so that districts across North Carolina are better able to meet their school facility needs associated with class size reduction and growth.


Wendy Jacobs, Chair


Heidi Carter


James Hill, Jr., Vice Chair


Brenda Howerton


Ellen W. Reckhow

