

**Hyde County Board of Commissioners' Meeting
June 19, 2006
Minutes**

The Hyde County Board of Commissioners held its regular meeting on Monday, June 19, 2006 at 7:00 PM in the Mattamuskeet School Cafeteria.

Board Members present were:

Bea Emmert, Chair Charles Spencer Alice Armstrong
Jane Hodges, Vice-chair

Staff members present were:

Kevin Howard, County Manager
Sid Hassell, County Attorney
Connie Burlison, Clerk to the Board

Media present were:

Nikie Mayo, The Washington Daily News

Chair Emmert called the meeting to order, Jeffrey Stotesberry offered prayer and Ms. Emmert led the Pledge of Allegiance.

Approval of Agenda

Upon motion made by Jane Hodges, seconded by Charles Spencer, with all Board members voting in favor, BE IT RESOLVED THAT the Board approved the agenda as amended. Mark Carawan, Chief Scranton Volunteer Fire Department was added.

Public Comments

The meeting was opened to receive public comments.

Jeffrey Stotesberry thanked the Board members for a unanimous vote on the adoption of the 2006/07 Budget.

Approval of Minutes May 15, 2006 and June 6, 2006

Upon motion made by Jane Hodges, seconded by Charles Spencer, with all Board members voting in favor, BE IT RESOLVED THAT the Board approved the May 15, 2006 and June 6, 2006 minutes as submitted. A copy of the Environmental Health Fee Schedule will be included with the May 15, 2006 minutes and a copy of the Ocracoke EMS 4X4 Vehicle Lease Agreement will be included with the June 5, 2006 minutes.

Budget Revisions and Transfers

Upon motion made by Jane Hodges, seconded by Alice Armstrong, with all Board members voting in favor, BE IT RESOLVED THAT the Board approved the following budget transfers and revisions:

Transfers:

(FO USE)

IDT #	DEPARTMENT	ACCOUNT #	LINE ITEM ACCOUNT NAME / EXPLANATION	DEBIT	CREDIT
	DSS	106100.1300	Cost of Space	\$7,545.84	
		106100.0600	Group Insurance		\$7,545.84
	Public Ser Asst	106140.0032	Title IV E Adopt Asst	\$290.00	
		106140.0046	IV-B Adoption Asst		\$290.00
	Public Assist	106120.1902	Medicaid	\$1,778.50	
		106120.1900	SAA-SAD Drafts		\$1,778.50
	Elections	104300.0300	Fees to Local Offices	\$3,750.45	
		104300.2020	Salary Part-time		\$1755.50
		104300.1100	Telephone		\$110.75
		104300.1400	Travel		\$1,000.00
		104300.3300	Department Expense		\$884.20

Revisions:

(FO USE)

BR #	DEPARTMENT	ACCOUNT #	LINE ITEM ACCOUNT NAME / EXPLANATION	DEBIT	CREDIT
	Health	515845.0200	Salaries	\$28,000.00	
		515845.4500	Contract – Good Health Services	\$10,000.00	
		513480.0041	Transfer from Home Health		\$38,000.00
	Health	505800.4901	Transfer to CAP/PCS/Chore	\$38,000.00	
		503480.0131	Medicare Revenue		\$38,000.00

Mark Carawan, Chief Scranton Volunteer Fire Department Waiver of Building Permit Fees

Upon motion made by Charles Spencer, seconded by Jane Hodges with all Board members voting in favor, BE IT RESOLVED THAT the Board waived the permit fees for Scranton Volunteer Fire Department regarding the relocation of a metal building from Engelhard to Scranton.

Tony Spencer, EM Coordinator

Mr. Spencer presented several issues to the Board.

1. Job Descriptions Emergency Management Coordinator –Deputy EM Coordinator—EM Assistant

Upon motion made by Jane Hodges, seconded by Alice Armstrong with all Board members voting in favor, BE IT RESOLVED THAT the Board approved the Job Descriptions for Emergency Management Coordinator –Deputy EM Coordinator—EM Assistant as presented. EM Coordinator title will remain the same.

2. **Radio Maintenance Agreement** – Upon motion made by Jane Hodges, seconded by Charles Spencer, with all Board members voting in favor, BE IT RESOLVED THAT the Board approved the Radio Maintenance Agreement subject to the change of adding a paragraph that contract is made in Hyde County, North Carolina is governed by the laws of North Carolina and that the choice of forum for any disputes is Hyde Co, NC
3. **NC DOT Debris Cleanup Contract** – No action taken. County Attorney Sid Hassell is to review contract.
4. **Fire Department Contracts** – Upon motion made by Jane Hodges, seconded by Charles Spencer with all Board members voting in favor, BE IT RESOLVED THAT the Board approved the Volunteer Fire Department Contracts as submitted. All requested information from each department must be in County Manager's office prior to July 1, 2006, if not checks will be held until delivery of information. Requested information is as follows:
 - Verification of Insurance
 - Financial Reports
 - Incident Reports
 - Roster/Hours
 - Officer List
 - NIMS Certification
 Engelhard Department must provide 5 years of financial records Written statements regarding the operating status of vehicles and a detailed explanation of an incident that occurred today's date, when the department's response was delayed or obstructed due to vehicle inoperability and Tony Spencer is to collect a payment history for the Engelhard Volunteer Fire Department

Zoning – Board Discussion

Mr. Howard stated Lee Padrick, Rural Center will be at the July 17, 2006 meeting to discuss zoning issue in Hyde County

Manager's Business

Mr. Howard presented several issues to the Board.

1. **Airfield Lighting Rehab and PAPI Installation Contract Award** -- Upon motion made by Charles Spencer, seconded by Alice Armstrong with all Board members voting in favor, BE IT RESOLVED THAT the Board award the Airfield Lighting Rehab and PAPI Installation Contract to low bidder Aubrey Silvey Enterprises, Inc for the amount of \$175,695.00
2. **Airport Improvements Grant** – Upon motion made by Charles Spencer, seconded by Jane Hodges, with all Board members voting in favor, BE IT RESOLVED THAT the Board approved applying for funds under the Federal Aviation Century of Flight Authorization Act (VISION 100). Local match is \$16,667.
3. **Microcomm Telemetry System Extended Service Warranty** – Upon motion made by Jane Hodges, seconded by Charles Spencer, with all Board members voting in favor, BE IT RESOLVED THAT the Board approved the Microcomm Telemetry System Extended Service Warranty as presented.
4. **Vehicle Take Home Policy Jackie Robbins** – issue was tabled.
5. **NC DCA CDBG-RS Documents**—Upon motion made by Jane Hodges, seconded by Charles Spencer, with all Board members voting in favor, BE IT RESOLVED THAT the Board approved applying for Year 5 RS Funds.
6. **Rose Acres Permit Fees** – Upon motion made by Charles Spencer, seconded by Alice Armstrong, with all Board members voting in favor, BE IT RESOLVED THAT the Board approved the Building Inspection Permit Fees as recommended by County Planner Alice Keeney. Five (5) Cents per square foot for the 80,000 square foot processing building and a \$500 flat fee per building for the other buildings on the premises.
7. **Operation of Motor Vehicle Policy** – Upon motion made by Charles Spencer, seconded by Alice Armstrong with all Board members voting in favor, BE IT RESOLVED THAT the Board adopted the Operation of Motor Vehicle Policy as presented.
8. **Demolition of Old Library Building** – Upon motion made by Charles Spencer, seconded by Alice Armstrong with all Board members voting in favor, BE IT RESOLVED THAT the Board approved County Manager Kevin Howard advertising for proposals to demolish the old library building.
9. **Senior Center Parking Lot**– Upon motion made by Jane Hodges, seconded by Alice Armstrong with all Board members voting in favor, BE IT RESOLVED THAT the Board approved entering into a reimbursable agreement with NC DOT to pave the parking lot at the Mattamuskeet Center not to exceed \$10,000. Funds will be taken from contingency.
10. **Hiring of Additional Building Inspector** – Upon motion made by Charles Spencer, seconded by Alice Armstrong, with all Board members voting in favor, BE IT RESOLVED THAT the Board approved County Manager Kevin Howard advertising for an additional Building Inspection with Level II certifications.
11. **Letter From Wachovia Bank Waiver Re: Water and Sewer Bonds**– Upon motion made by Jane Hodges, seconded by Alice Armstrong with all Board members voting in favor, BE IT RESOLVED THAT the Board accepted and agreed to the waiver from Wachovia Bank re: the Water and Sewer Bonds.

Informational Items

- Letter to Jack Cahoon Re: Ferry Service from Ocracoke Civic & Business Association
- Letter from Jack Cahoon, Ferry Division Re: Ferry Schedule
- Notification of Independence Day Celebration in Belhaven, NC
- Board Leadership Programs offered by the Institute of Government
- Letter from Fish And Wildlife Service RE: Designation of Critical Habitat

- Resignation of Amy Howard from Ocracoke Community Center Board (Appointment will be on future agenda)
- Certificate of Appreciation from Caswell Center
- NC DCA 2006 Training Calendar
- EMS May Monthly Report
- EM May Monthly Report
- Letter RE: Water and Sewer Revenue Bond, Series 1994
- Email RE: Push for Clean Water Bonds in 2006
- Brennan Associates Contract Public Safety Center Attachment A
- Brennan Associates Contract Government Center Attachment A

Adjournment

Upon motion made by Jane Hodges, seconded by Charles Spencer with all Board members voting in favor, BE IT RESOLVED THAT the meeting adjourned at 8:20 PM.

Clerk _____ Chairman _____
Hyde County Board of Commissioners