

**Hyde County Board of Commissioners' Meeting
June 20, 2005
Minutes**

The Hyde County Board of Commissioners held its regular meeting on Monday, June 20, 2005 at 7:00 PM in the Ponzer Community Center.

Board members present were:

Bea Emmert, Chair	Charles Spencer, Vice-chair	Nathan Sears
W. Mack Carawan, Jr.	Jane Hodges	

Staff members present were:

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

Media present were:

Nikie Mayo, The Coastland Times
Doug Gibbs, The Washington Daily News

Chair Emmert called the meeting to order, W. Mack Carawan, Jr., led with prayer and the Pledge of Allegiance.

Approval of Agenda

Upon motion made by W. Mack Carawan, Jr., seconded by Jane Hodges with all Board members voting in favor, BE IT RESOLVED THAT the Board approved the agenda as amended. Additional were as follows:

Kevin Howard authorization to sign on behalf of County
Kevin Howard added to Visa Account max \$2,000
Linda Basnight Tax parcels
Dike Project Amendment

Approval of Minutes

Upon motion made by W. Mack Carawan, Jr., seconded by Charles Spencer with all Board members voting in favor, BE IT RESOLVED THAT the Board approved the minutes of the June 6, 2005 meeting as submitted.

Budget Revisions and Transfers

Upon motion made by W. Mack Carawan, Jr., seconded by Charles Spencer with all Board members voting in favor, BE IT RESOLVED THAT the Board approved the following Budget Revisions and Transfers as submitted.

Budget Transfers:

(FD USE)			Decrease	Increase		
IDT #	DEPARTMENT	ACCOUNT #	LINE ITEM ACCOUNT NAME / EXPLANATION	(DECREASE BUDGET-EXP) (INCREASE BUDGET-REV) DEBIT	(INCREASE BUDGET-EXP) (DECREASE BUDGET-REV) CREDIT	
	Health – Child Service Coordination		\$1,900			
	10.5860.0200 Salaries					
	10.5860.7400 Equipment			\$1,900		
46	GOVERNING BOARD	10.4100.1800	GIFTS & CONTRIBUTIONS		\$ 3,933.00	
		10.4100.0300	FEES TO LOCAL OFFICIALS	\$ 3,933.00		
			TRANSFER FUNDS FOR DISBURSEMENT TO HYDE CO BOE RE: SEARS SCHOLARSHIP FY 04-05			
		10.4100.1800	GIFTS & CONTRIBUTIONS		\$ 3,933.00	
		10.9990.0001	CONTINGENCY	\$ 3,933.00		
			TRANS FUNDS FOR DISBURSEMENT TO HYDE CO BOE RE: SEARS SCHOLARSHIP FY 03-04 (NOTE: FUNDS WERE NOT DISBURSED IN FY 03-04 BY FD FROM THE GOV BD BUDGET)			
45	OCRA COKE OCCUPANCY TAX	76.4920.8000	BEAUTIFY DUMB AREA	\$ 3,150.00		
		76.4920.5700	OCRA COKE CIVIC AND BUSINESS ASSOCIATION		\$ 3,150.00	
			TRANSFER FUNDS FOR DISBURSEMENT TO OCRA COKE CIVIC & BUS ASSOC DESIGNATED FOR BRITISH CEMETARY MONUMENT--APPROVED BY OCRA OTAX BD 4/19/05 MINUTES			
47	TITLE III-DSS	10.6110.4500	IN-HOME CHORE TITLE III	\$ 780.00		
		10.6110.1400	TITLE III TRANSPORTATION		\$ 780.00	
			TRANSFER HOME & COMMUNITY CARE BLOCK GRANT FUNDS WITHIN BUDGET-ALBEMARLE COMMISSION			
48	OCRA COKE OCCUPANCY TAX	76.4920.8000	BEAUTIFY DUMP AREA	\$ 200.00		
		76.4920.1300	UTILITIES		\$ 200.00	
			UTILITIES RAN OVER BUDGET, TRANSFER EXCESS FUNDS TO COVER			

49	SEWER	61.8200.7400	EQUIPMENT	\$	3,000.00	
		61.8200.1500	MAINTENANCE & REPAIRS			\$ 3,000.00
		61.8200.4502	LAB TESTING	\$	1,000.00	
		61.8200.3100	GAS, OIL & TIRES			\$ 1,000.00
		61.8200.7400	EQUIPMENT	\$	1,301.11	
		61.8200.9201	BOND INT + 20%			\$ 1,301.11
			EQUIPMENT, GAS/OIL/TIRES, & BOND INT OVER BUDGET TRANSFER FROM EQUIPMENT & LAB TESTING TO COVER			
54	EMERGENCY MEDICAL SERVICES	10.5920.1600	RADIO & OTHER EQUIP	\$	1,000.00	
		10.5920.4600	MEDICAL SUPPLIES			\$ 1,000.00
			TO COVER OUTSTANDING BILLS			
55	EMERGENCY MANAGEMENT	10.5250.0200	SALARY	\$	300.00	
		10.5250.1400	TRAVEL			\$ 100.00
		10.5250.3300	SUPPLIES			\$ 200.00
			TO COVER OUTSTANDING BILLS			
56	GOVERNING BOARD	10.4100.0601	RET MED INS EXPENSE	\$	3,500.00	
		10.4100.1400	TRAVEL			\$ 3,500.00
			TO COVER BD TRAVEL			
57	ADMINISTRATION	10.9990.0001	CONTINGENCY	\$	78,434.14	
		10.4200.2600	ADVERTISING			\$ 4,500.00
		10.4200.4304	COBG SSOI CLOSEOUT			\$ 2,038.66
		10.4200.4305	CHAF #00-D-130 CLOSEOUT			\$ 69,890.00
		10.4200.5305	CHAF APPEALS INSPECTION			\$ 969.35
		10.4200.7400	EQUIPMENT			\$ 1,036.13
			TO COVER EXPENDITURES			
59	AIRPORT	10.6400.1500	MAINTENANCE	\$	1,100.00	
		10.6400.4200	DRAINAGE ASSESSMENT			\$ 1,100.00
			TRANSFER TO COVER DRAINAGE ASSESSMENT INCREASE			
58	INSPECTIONS	10.5400.1100	TELEPHONE	\$	925.43	
		10.5400.3100	GAS, OIL, TIRES			\$ 270.21
		10.5400.2020	SALARIES, PT			\$ 494.50
		10.5400.3300	DEPT SUPPLIES			\$ 138.77
		10.5400.5300	DUES & SUBSCRIPTIONS			\$ 21.95
			TRANSFER FROM PHONE TO COVER EXPENDITURES			
60	PLANNER	10.4900.4501	OCRACOKE PLANNING SERVICE			\$ 200.00
		10.4900.1100	TELEPHONE	\$	200.00	
			TRANSFER TO COVER OCR PL SERVICE			
61	JAIL	10.5200.0700	RETIREMENT EXPENSE LOCAL	\$	1,400.00	
		10.5200.0710	RETIREMENT EXPENSE LAW			\$ 1,400.00
			TO COVER RET FOR LAW OFFICER IN JAILER POSITION			
43	REGISTER OF DEEDS	10.4800.3300	DEPARTMENTAL SUPPLIES	\$	459.49	
		10.4800.5300	DUES & SUBSCRIPTIONS			\$ 10.00
		10.4800.1100	TELEPHONE			\$ 314.49
		10.4800.7400	EQUIPMENT			\$ 135.00
		10.4800.3300	DEPARTMENTAL SUPPLIES	\$	695.00	
		10.4800.7400	EQUIPMENT			\$ 695.00
44	SHERIFF/JAIL	10.5200.4701	INMATE SAFEKEEPING	\$	77,000.00	
		10.5100.1100	TELEPHONE			\$ 7,000.00
		10.5100.1400	TRAVEL			\$ 1,500.00
		10.5100.1500	K-9 MAINTENANCE			\$ 1,500.00
		10.5100.1600	RADIO MAINTENANCE			\$ 2,500.00
		10.5100.1700	AUTO MAINTENANCE			\$ 10,000.00
		10.5100.2020	SALARIES PT DISPATCHERS			\$ 500.00
		10.5100.3100	GAS, OIL, TIRES			\$ 24,000.00
		10.5200.4600	MEDICAL SUPPLIES			\$ 30,000.00
52	DSS	10.6100.1300	COST OF SPACE	\$	4,752.00	
		10.6100.1100	TELEPHONE			\$ 2,000.00
		10.6100.1400	TRAVEL			\$ 1,500.00
		10.6100.4501	CONTRACT COST PLAN			\$ 900.00
		10.6100.7410	COPIER LEASE PYMT			\$ 352.00

53	PUBLIC SERVICE ASST-DSS	10.6140.0032	TITLE IVE ADOPTION ASSISTANCE	\$	1,500.00	
		10.6140.0046	IV-B ADOPTION ASSISTANCE			\$ 1,500.00
62	SOLID WASTE	10.5750.1500	SITE IMPROVEMENTS OCARCOKE	\$	6,897.49	
		10.5750.2600	ADVERTISING	\$	400.00	
		10.5750.4521	SCRAP TIRE DISPOSAL	\$	9,990.40	
		10.5750.1711	CONTAINER SERVICE MAINLAND	\$	10,070.33	
		10.5750.2500	DISPOSAL FEES MAINLAND	\$	1,610.78	
		10.5750.1300	UTILITIES COMPACTOR			\$ 75.00
		10.5750.0600	GROUP INSURANCE			\$ 10.00
		10.5750.4520	MAINLAND CONTRACT WASTE			\$ 6,861.00
		10.5750.0500	FICA			\$ 1,443.00
		10.5750.1501	SITE IMPROVEMENTS MAINLAND			\$ 1,659.00
		10.5750.1710	CONTAINER SERVICE OCRACCKE			\$ 12,190.00
		10.5750.2020	SALARIES PARTTIME			\$ 1,560.00
		10.5750.2141	DUMP MAINTENANCE			\$ 2,318.00
		10.5750.3100	GAS, OIL, TIRES			\$ 919.00
		10.5750.4525	FUEL ADJUSTMENT			\$ 1,934.00

**TRANSFERS TO COVER EXPENDITURES--12TH MO PYMT
MADE FOR FY 04-05**

42	ELECTIONS	10.4300.1500	MAINTENANCE COMPUTER	\$	622.40	
		10.4300.1400	TRAVEL	\$	342.42	
		10.4300.2020	SALARY PARTTIME			\$ 619.65
		10.4300.7400	HAVA STATE GRANT			\$ 1.48
		10.4300.3300	DEPARTMENT EXPENSE			\$ 343.69
50	WATER	60.8100.7400	EQUIPMENT	\$	3,500.00	
		60.8100.1500	MAINTENANCE & REPAIRS DISTRIBUTION			\$ 3,500.00
		60.8100.7400	LAB TESTING	\$	1,000.00	
		60.8100.3400	GAS OIL TIRES			\$ 1,000.00
51	COOP EXT	10.6050.1500	MAINTENANCE & REPAIRS	\$	250.00	
		10.6050.3200	OFFICE SUPPLIES			\$ 250.00

Budget Revisions:

Health – Public Management Entity
10.3480.0035 PME Fees
10.5910.4500

Decrease
\$20,000

Increase

\$20,000

(FO USE) BR #	DEPARTMENT	ACCOUNT #	LINE ITEM ACCOUNT NAME / EXPLANATION		(DECREASE BUDGET-EXP) (INCREASE BUDGET-REV) DEBIT	(INCREASE BUDGET-EXP) (DECREASE BUDGET-REV) CREDIT
35	DSS-PUBLIC SERVICE ASST	10.3470.0022	CRISIS INTERVENTION PREVENTION	\$	1,346.00	
		10.6140.0027	CRISIS INTERVENTION			\$ 1,346.00
INCREASE BUDGET PER FUNDING AUTHORIZATION #6 NCDHHS DIV OF SS (CFDA#93.568-FED FUNDS)						
THE ENTRIES THAT FOLLOW ARE A RESULT OF ESTABLISHING THE CO GOV/PS CTR CAPITAL PROJECT...						
36	GEN FUND	10.3990.0000	FUND BAL APPROP	\$	139,600.00	
		10.6934.0001	APPROP TO CO GOV/PUB SAFETY CTR			\$ 139,600.00
INCREASE TO COVER FLOOD INS REC'D FY03-04 ISABEL ON COURTHOUSE TO BE USED ON PROJECT						
37		10.4200.4502	ARCHITECT SERVICES	\$	157,000.00	
		10.3980.0000	APPROP FROM CAPITAL RESERVE			\$ 157,000.00
		42.6931.0001	APPROP TO GEN FUND	\$	157,000.00	
		42.6934.0001	APPROP TO CP-CO GOV/PUB SAFETY			\$ 157,000.00
		10.4200.4502	ARCHITECT SERVICES	\$	145,344.00	
		10.3980.0000	APPROP FROM CAPITAL RESERVE			\$ 145,344.00
		42.3990.0000	FUND BAL APPROP	\$	145,344.00	
		42.6934.0001	APPROP TO CP-CO GOV/PUB SAFETY			\$ 145,344.00
		10.4200.4502	ARCHITECT SERVICES	\$	286,500.00	
		10.3980.0000	APPROP FROM CAPITAL RESERVE			\$ 286,500.00
		42.3990.0000	FUND BAL APPROP	\$	286,500.00	
		42.6934.0001	APPROP TO CP-CO GOV/PUB SAFETY			\$ 286,500.00
		42.6934.0001	APPROP TO CP-CO GOV/PUB SAFETY	\$	53,566.00	
		42.3990.0000	FUND BAL APPROP			\$ 53,566.00
THESE ENTRIES REALLOCATE CAPITAL RESERVE FUNDS FROM GEN FUND TO CP-CO GOV/PUB SAFETY FUND						
38	DAY CARE-DSS	10.6091.0026	DAY CARE	\$	143,873.00	
		10.3470.0006	DAY CARE-DHHS-DCD			\$ 143,873.00

REDUCE BUDGET TO REFLECT 05/15/05 FUNDING AUTHORIZATION DHHS-DIV OF CHILD DEV AMOUNTS					
39	WEST QUARTER	71.3290.0000	INTEREST EARNED	\$	126.48
		71.3010.0000	PRIOR TAXES	\$	107.18
		71.3990.0000	FUND BALANCE APPROP		1047.94
		71.6932.0045	SERVICES & MAINTENANCE	\$	1,281.60
INCREASE IN BUDGET DUE TO MOWING OF THE DIKE					
41	GENERAL LEGAL SERVICES	10.3010.0000	AD VALOREM TAX PRIOR	\$	21,000.00
		10.4700.4500	GENERAL LEGAL SERVICES	\$	19,000.00
		10.4700.4501	DELINQUENT TAX COLLECTION	\$	2,000.00
TO COVER LEGAL SERVICE MAY/JUNE (REVISED 06/17/05)					
42	ISABEL	10.3460.0007	FEMA DISASTER PAY ISABEL	\$	264,730.00
		10.1300.0132	EMERGENCY PROTECTIVE MEASURES	\$	263,521.10
		10.1300.0133	DEBRIS	\$	1,208.90
TO BUDGET REVENUES REC'D FROM FEMA ISABEL					
40	HURRICANE ALEX 08/03/04	10.3460.0002	SEMA DISASTE PAY ALEX	\$	1,632.16
		10.5251.0200	SALARY	\$	1,170.81
		10.5251.0500	FICA	\$	84.81
		10.5251.0600	GROUP INSURANCE EXPENSE	\$	110.77
		10.5251.0700	RETIREMENT EXPENSE	\$	57.71
		10.5251.1400	TRAVEL	\$	208.06
TO COVER EXPENDITURES FOR STAFF DURING ALEX, S/B REIMB BY STATE EMERGENCY MGT					

Airport Advisory Committee Appointment

Upon motion made by Jane Hodges, seconded by W. Mack Carawan, Jr., BE IT RESOLVED THAT the Board appointed William F. Williams to fill the unexpired term of Melvin Collins on the Airport Advisory Board. The motion carried with a 4 to 0 vote. Nathan Sears cast the opposing vote.

Jury Commissioner Appointment

Upon motion made by Jane Hodges, seconded by W. Mack Carawan, Jr., with all Board members voting in favor, BE IT RESOLVED THAT the Board reappointed Doris Weston to the Jury Commission.

Reappointment of Tax Assessor – Linda Basnight

Upon motion made by Jane Hodges, seconded by W. Mack Carawan, Jr., with all Board members voting in favor, BE IT RESOLVED THAT the Board reappointed Linda Basnight as the tax assessor.

Alice Keeney, County Planner

Alice Keeney presented several items to the Board.

1. **Preliminary Plat Approval for Hyde A Way Shores Subdivision** – Upon motion made by W. Mack Carawan, Jr., seconded by Charles Spencer with all Board members voting in favor, BE IT RESOLVED THAT the Board approved the Hyde A Way Shores Subdivision Preliminary Plat conditional to obtaining road right a way according to subdivision ordinance.
2. **Resolution to Undertake Safety Spot Improvement Project for the Village of Ocracoke** – Upon motion made by W. Mack Carawan, Jr., seconded by Charles Spencer with all Board members voting in favor, BE IT RESOLVED THAT the Board adopted the Resolution to Undertake Safety Spot Improvement Project for the Village of Ocracoke.
3. **Contract for Core Land Use Plan Between Hyde County and the Department of Environment and Natural Resources** – Upon motion made by W. Mack Carawan, Jr., seconded by Jane Hodges with all Board members voting in favor, BE IT RESOLVED THAT the Board approve the contract for Core Land Use Plan between Hyde County and the Department of Environment and Natural Resources.
4. **Eastern NC Natural Gas Line Update** – Ms. Keeney informed the Board that the natural gas line proposed to run through Engelhard to the Hyde County Airport would end at Highway 94 due to lack of funds to complete the project. The Board requested Mr. John Monaghan, Jr. General Manager Eastern NC Natural Gas be invited to the next Board meeting.

Public Hearing 2004-05 Proposed Economic Development Grant Coastal Carolina Gin

Upon motion made by W. Mack Carawan, Jr., seconded by Jane Hodges with a Board members voting in favor, BE IT RESOLVED THAT the Board opened the 2004-05 Proposed Economic Development Grant Coastal Public Hearing at 7:30 PM. Alice Keeney gave an overview of the grant agreement. The fifth and final year amount is \$17,090.94.

With no comments received and upon motion made by W. Mack Carawan, Jr., seconded by Charles Spencer with all Board members voting in favor, BE IT RESOLVED THAT the Board closed the public hearing at 7:35 PM.

Upon motion made by W. Mack Carawan, Jr., seconded by Charles Spencer, with all Board members voting in favor, BE IT RESOLVED THAT the Board approved the Coastal Carolina Gin Economic Development Grant for the fifth and final year in the amount of \$17,090.94.

Sid Hassell, County Attorney and Linda Basnight, Tax Administrator – Tax Collections

Mr. Hassell and Linda Basnight presented several items to the Board.

1. **Foreclosure Sales** – Upon motion made by W. Mack Carawan, Jr., seconded by Jane Hodges with all Board members voting in favor, BE IT RESOLVED THAT the Board authorized Linda Basnight to attend foreclosure auctions and bid on behalf of the County up to the amount of delinquent taxes owed to the County on the property.
2. **Docket Judgments** – Upon motion made by Jane Hodges, seconded by Charles Spencer with all Board members voting in favor, BE IT RESOLVED THAT the Board directed Linda Basnight, Tax Administrator to enter judgments for smaller delinquent cases to allow for additional time to collect back taxes. This is known as the IMREM Procedure
3. **Deletion of Double Listing** – Upon motion made by W. Mack Carawan, Jr., seconded by Charles Spencer with all Board members voting in favor, BE IT RESOLVED THAT the Board approved releasing a total of \$9,896.51 for John Hancock Mutual, Life Insurance and a total of \$4,975.60 for Everatte & Vannah Parsons as follows:

John Hancock Mutual Life Insurance			
2003	\$4895.80		
2004	\$5000.71		
Everatte & Vannah C. Parsons			
1995	\$400.40	2000	\$404.80
1996	\$400.40	2001	\$426.80
1997	\$404.80	2002	\$426.80
1998	\$360.80	2003	\$864.00
1999	\$404.80	2004	\$882.00

Manager’s Business

Connie Burlison presented several items to the Board

1. **Payment in lieu of taxes (PILT) Springer Point, Ocracoke NC Coastal Land Management Trust** – Upon motion made by W. Mack Carawan, Jr., seconded by Charles Spencer with all Board members voting in favor, BE IT RESOLVED THAT the Board accepted the PILT for Springer Point from NC Coastal Land Management Trust in the amount of \$64,123.
2. **Reimbursement Agreement Swan Quarter Dike – Design Phase 13** – Upon motion made by Bea Emmert, seconded by Charles Spencer BE IT RESOVED THAT the Board approved the Reimbursement Agreement with NC DOT for the Swan Quarter Dike Design Phase 13. The motion carried with a vote of 4 to 0. Jane Hodges was excused from voting.
3. **Agreement between North Carolina and Hyde County Health Department for Maintaining and Promoting the Advancement of Public Health in NC** – Upon motion made by W. Mack Carawan, Jr., seconded by Jane Hodges with all Board members voting in favor, BE IT RESOLVED THAT the Board approved the agreement between North Carolina and the Hyde County Health Department for Maintaining and Promoting the Advancement of Public Health in North Carolina.
4. **Swan Quarter Watershed Project Amendment** – Upon motion made by W. Mack Carawan, Jr., seconded by Charles Spencer BE IT RESOLVED THAT the Board approved the Swan Quarter Watershed Amendment No. 5 to Project Agreement. The motion carried with a vote of 4 to 0. Jane Hodges was excused from voting.
5. **Signatory Cards** – Upon motion made by W. Mack Carawan, Jr., seconded by Charles Spencer, with all Board members voting in favor, BE IT RESOLVED THAT the Board authorized removing Don Davenport from signatory cards and replacing with Kevin Howard also authorizing Mr. Howard to sign contracts after approval on behalf of Hyde County.
6. **Hyde County Visa Card** – Upon motion made by W. Mack Carawan, seconded by Jane Hodges with all Board members voting in favor, BE IT RESOLVED THAT the Board approved the visa card limit for County Manager Kevin Howard for \$2,000.
7. **Hyde County 2005/06 Budget** – Upon motion made by W. Mack Carawan, Jr., seconded by Bea Emmert BE IT RESOLVED THAT the Board adopted the Hyde County 2005/06 budget as presented. The motion carried with a vote of 3 to 2. Commissioners Sears and Hodges cast the opposing votes. Mr. Sears stated his dissatisfaction with the commercial solid waste fee increase and the allocation for the Emergency Medical Services on Ocracoke.

Public Comments

The meeting opened to receive public comments. Comments were received on the following topics:

- Opposition to budget
- Welcoming Kevin Howard to County
- Policy to regulate organizational moves at Davis Property

Informational Items

- County/Town 401 Contributions
- County/Town Cost of Living and Merit Survey FY '06 Budget
- Benefits of Machapungo Park
- Stickin with Fitness
- Minutes of Swan Quarter Watershed Project Meeting May 13, 2005
- Letter from Marc Basnight Re: Occupancy Tax Increase
- Letter from Bryan Beatty Re: Hyde /Washington Interoperable Communications Pro, #42 Grant

- May 2005 Animal Control Report
- April 2005 EMS Report
- May 2005 EMS Report
- Letter from NC DOT Re: Scaling Back Work in Secondary Road Paving Program
- Memo from DENR Re: Input on Sediment Criteria for Beach Nourishment and Similar Sediment Placement Projects on Oceanfront Beaches
- 2005 Annual Conference Information Awards and Resolutions Deadlines/Voting Delegate Form

Adjournment

Upon motion made by W. Mack Carawan, Jr., seconded by Jane Hodges with all Board members voting in favor, BE IT RESOLVED THAT the Board meeting adjourned at 8:15 PM.

_____Clerk_____Chairman
Hyde County Board of Commissioners