

Hyde County Board of Commissioners' Meeting
June 4, 2007
Minutes

The Regular Meeting of the Hyde County Board of Commissioners was called to order by Chairman Charles Ray Spencer on June 4, 2007 at 7:00 PM in the Mattamuskeet School Cafeteria. Board Members present were Charles Spencer, Chair; Tom Davis; Alice Armstrong; Gene Ballance; and Barry Swindell.

Also present were Carl Classen, Interim County Manager, Sid Hassell, County Attorney, Finance Officer Janet Dodge, and Connie Burlison, Clerk.

Chairman Spencer called the meeting to order and Barry Swindell offered prayer.

Approval of Agenda

After consideration, Mr. Davis moved to approve the agenda as amended, to which Mr. Swindell seconded. Hearing no further discussion, Chairman Spencer called for a vote. The motion passed upon the following vote: Aye – Commissioners Armstrong, Balance, Davis, Swindell, and Chairman Spencer; No – None; Absent or Not Voting –None.

Approval of Minutes

After consideration of amendments by Chairman Spencer, Mr. Davis moved to approve the minutes of the May 21, 23, and 29, 2007 Board of Commissioners Meetings as submitted by the Clerk, to which Mr. Swindell seconded. Hearing no further discussion, Chairman Spencer called for a vote. The motion passed upon the following vote: Aye – Commissioners Armstrong, Ballance, Davis, Swindell, and Chairman Spencer; No – None; Absent or Not Voting - None.

Amendment to May 7, 2007 Minutes

After discussion, Mr. Davis moved to amend the May 7, 2007 minutes to which Mr. Swindell seconded. Hearing no further discussion, Chairman Spencer called for a vote. The motion passed upon the following vote: Aye – Commissioners Armstrong, Ballance, Davis, Swindell, and Chairman Spencer; No – None; Absent or Not Voting - None. Amendment as follows: Hyde County Revolving Loan Fund to the Ocracoke Working Waterman's Association/Ocracoke Foundation will be to the Ocracoke Seafood Company.

Public Comments

Special Presentation CDBG Capacity Building Award: Gloria Nance-Sims, DCA Director made a special presentation on the CDBG Capacity Building Award of \$75,000.

Public Hearing Relative to Application by Hyde County for Funding Under the Housing and Community Development Act of 1974, as amended:

Ms. Armstrong moved to open a Public Hearing for the purpose of receiving comments from the public Relative to Application by Hyde County for Funding Under the Housing and Community Development Act of 1974, as amended, to which Mr. Swindell seconded. Hearing no further discussion, Chairman Spencer called for a vote. The motion passed upon the following vote: Aye – Commissioners Armstrong, Ballance, Davis, Swindell, and Chairman Spencer; No – None; Absent or Not Voting - None.

Larry Moolenaar, Eastern Carolina Council gave an overview of the Program. The purpose of the hearing was to receive comments with regards to the determination of priorities for the community and economic development needs of the County. Chairman Spencer asked for comments from the public. Hearing no comments from the public, Mr. Swindell moved to close the Public Hearing, to which Mr. Ballance seconded. Hearing no further discussion, Chair Spencer called for a vote. The motion passed upon the following vote: Aye – Commissioners Armstrong, Ballance, Davis, Swindell, and Chairman Spencer; No – None; Absent or Not Voting - None.

After discussion, Mr. Davis moved to move forward the Grant Application, to which Mr. Ballance seconded. Hearing no further discussion, Chair Spencer called for a vote. The motion passed upon the following vote: Aye – Commissioners Armstrong, Ballance, Davis, Swindell, and Chairman Spencer; No – None; Absent or Not Voting – None

Public Hearing Related to the Proposed 2007/08 County Budget

Mr. Davis moved to open a Public Hearing for the purpose of receiving comments from the public related to the Proposed 2007/08 County Budget, to which Ms. Armstrong seconded. Hearing no further discussion, Chairman Spencer called for a vote. The motion passed upon the following vote: Aye – Commissioners Armstrong, Ballance, Davis, Swindell, and Chairman Spencer; No – None; Absent or Not Voting - None.

Lewis Forrester, Mattamuskeet Foundation requested consideration of the Board to include \$10,000 to support the Mattamuskeet Foundation. Odessa Jarvis inquired into signs indicating the location of Matchapungo Park. Hearing no further comments from the public, Mr. Davis moved to close the Public Hearing, to which Mr. Swindell seconded. Hearing no further discussion, Chair Spencer called for a vote. The motion passed upon the following vote: Aye – Commissioners Armstrong, Ballance, Davis, Swindell, and Chairman Spencer; No – None; Absent or Not Voting - None.

Public Comments: Chairman Spencer asked for any comments from the public. Comments were received as follows: Lynn Gibbs spoke on salary increases for County Employees especially Sheriff Department employees. Hearing no further comments, Chairman Spencer continued with the agenda.

Resolution of Hyde County Board of Commissioners to Advance Hyde County's Revaluation Schedule from January 1, 2011 to January 1, 2009

Mr. Swindell moved to adopt the Resolution of Hyde County Board of Commissioners to Advance Hyde County's Revaluation Schedule from January 1, 2011 to January 1, 2009 and submit to the NC Department of Revenue, to which Mr. Davis seconded. Hearing no further discussion, Chairman

Spencer called for a vote. The motion passed upon the following vote: Aye – Commissioners Armstrong, Ballance, Davis, Swindell, and Chairman Spencer; No – None; Absent or Not Voting – None.

CLERK'S NOTE: A copy of the approved Resolution is attached to these minutes as Exhibit A and incorporated herein by reference.

Resolution in Support of an to Direct the Secretary of the Interior to Conduct a Study of the Suitability and Feasibility of Establishing the Northeastern North Carolina Heritage Area in North Carolina

This matter appeared on the May 21, 2007 agenda but was stated for June 4 when a Chamber of Commerce representative could be present to speak to the matter. On May 21, the Resolution was defeated 2-3. After discussion, no action was taken.

Appointments – Albemarle Regional Solid Waste Management Authority Board

Issued was tabled.

Appointments – Nursing Home Community Advisory Committee

Issued was tabled.

Appointments – Ocracoke Development Ordinance Board of Adjustments

After discussion, Mr. Ballance moved to make the appointment to the Ocracoke Development Ordinance Board of Adjustments as follows: Seat a) Gerald Sigal expiring June 30, 2008; seat b) Bill Monticone expiring June 30, 2009; seat c) Betty Chamberlin expiring June 30, 2009; seat d) Tim Field expiring June 30, 2010; seat e) Dale Mutro expiring June 30, 2010; alternates seat f) Rudy Austin expiring June 30, 2008; and seat g) Amy Howard expiring June 30, 2009, to which Ms. Armstrong seconded. Hearing no further discussion, Chairman Spencer called for a vote. The motion passed upon the following vote: Aye – Commissioners Armstrong, Ballance, Davis, Swindell, and Chairman Spencer; No – None; Absent or Not Voting – None.

Budget Revisions and Transfers

After discussion, Mr. Davis moved to approve the Budget Revisions and Transfers as submitted, to which Mr. Swindell seconded. Hearing no further discussion, Chairman Spencer called for a vote. The motion passed upon the following vote: Aye – Commissioners Armstrong, Ballance, Davis, Swindell, and Chairman Spencer; No – None; Absent or Not Voting – None.

CLERK'S NOTE: A copy of the approved budget amendments are attached to these minutes as Exhibit B and incorporated herein by reference.

Hyde County's Work First Plan Addendum

After discussion, Mr. Swindell moved to approve the Hyde County Work First Plan Addendum as presented, authorize the Chair, County Manager, Clerk, Attorney and any other necessary County officials to sign and execute the agreements as may be necessary, to which Ms. Armstrong seconded. Hearing no further discussion, Chairman Spencer called for a vote. The motion passed upon the following vote: Aye – Commissioners Armstrong, Ballance, Davis, Swindell, and Chairman Spencer; No – None; Absent or Not Voting – None

Register of Deeds Computer Upgrade

After discussion, Mr. Davis moved to approve upgrade of existing computer equipment in the Register of Deeds office, authorize the Chair, County Manager, Clerk, Attorney and any other necessary County officials to sign and execute the agreements as may be necessary, to which Ms. Armstrong seconded. Hearing no further discussion, Chairman Spencer called for a vote. The motion passed upon the following vote: Aye – Commissioners Armstrong, Ballance, Davis, Swindell, and Chairman Spencer; No – None; Absent or Not Voting – None. The County Manager was asked to research the possibility of user fees.

Inspection Fee Waiver Request – Lindsey Mooney, Fairfield Volunteer Fire Department

After discussion, Ms. Armstrong moved to grant a fee waiver for Inspection Permits and fees to the Fairfield Volunteer Fire Department 40 X 40 addition, to which Mr. Ballance seconded. Hearing no further discussion, Chairman Spencer called for a vote. The motion passed upon the following vote: Aye – Commissioners Armstrong, Ballance, Davis, Swindell, and Chairman Spencer; No – None; Absent or Not Voting – None.

Authorization of Finance Officer to Amend Budget

Mr. Davis moved to authorize the Finance Officer to approve budget revisions and/or transfers through the end of 2006-07 Fiscal Year with review by County Manager and provide to the Board to allow for year-end budget entries in a timely manner, to which Mr. Swindell seconded. Hearing no further discussion, Chairman Spencer called for a vote. The motion passed upon the following vote: Aye – Commissioners Armstrong, Ballance, Davis, Swindell, and Chairman Spencer; No – None; Absent or Not Voting – None.

Home and Community Care Block Grant

Mr. Davis moved to authorized the CDBG application for \$4,486 with local match of \$543 in-kind, authorize the Chair, County Manager, Clerk, Attorney and any other necessary County official to sign and execute the agreements as necessary, to which Ms. Armstrong seconded. Hearing no further discussion, Chairman Spencer called for a vote. The motion passed upon the following vote: Aye – Commissioners Armstrong, Ballance, Davis, Swindell, and Chairman Spencer; No – None; Absent or Not Voting – None.

Commissioners Reports

Commissioner Ballance stated the Ocracoke Fish was moving forward.

Commissioner Davis wanted to recess this meeting and reconvene next week for budget because he will not be able to attend June 18, 2007 Board meeting.

Manager's Business

Government Center/Public Safety Center Project: County Manager Carl Classen updated the Board on the two projects. Government Center move in date has been delayed until August 15 and the Public Safety Center move in date has been delayed until July 15.

Animal Control Officer: One party has showed interest and the Manager will be making contact with that individual.

Closed Session – Personnel and Consultation with Legal Counsel

Mr. Davis moved to enter into closed session to discuss matters relating to personnel and consultation with counsel, to which Mr. Balance seconded. Hearing no further discussion, Chairman Spencer called for a vote. The motion passed upon the following vote: Aye – Commissioners Armstrong, Ballance, Davis, Swindell, and Chairman Spencer; No – None; Absent or Not Voting – None.

With no further discussion, Mr. Davis moved to come out of closed session, to which Mr. Swindell seconded. Hearing no further discussion, Chairman Spencer called for a vote. The motion passed upon the following vote: Aye – Commissioners Armstrong, Ballance, Davis, Swindell, and Chairman Spencer; No – None; Absent or Not Voting – None.

Budget Session

- Suspend for FY 2007-08 the allocation of sales tax to County Capital Reserve Fund. Revenue will be held in General Fund.
- Commence revaluation in time for January 1, 2009.
- Increase copier contract/maintenance (Tax Office, page 4) by \$2,600 to cover cost of replacement copier in Tax Office.
- Increase rent (Maintenance, Page 6) by \$12,000 to cover rental of temporary buildings through September 30, 2007 given the delays moving into the Government Center and the Public Safety Center.
- Increase inmate safekeeping (Jail Department; Page 8) from \$140,000 to \$184,561 to reflect FY2006-07 estimated actual (\$167,783), plus 10% cost increase.
- Increase radio system maintenance (Emergency Management, Page 8) from \$5,000 to \$25,000. The line item did not include a contract for service from Gately Communications previously estimated at \$17,500 and now quoted at \$20,000.
- Decrease equipment (Emergency Management, Page 9) from \$9,800 to \$3,800 to reflect equipment purchases now planned for FY2006-07.

- On June 4, 2007, the County Forrester (Page 10) presented his budget request to the Interim County Manager in the amount of \$70,170, which is \$1,368 – a 2% increase over the amount budgeted, which was equal to FY2006-07 as no request had been received.
- Decrease amount for Contract – Albemarle Mental Health (Mental Health, Page 16) from \$9,500 to \$5,500 to reflect \$1.00 per capita charge.
- The amounts for the custodians (\$49,574, includes salary, benefits and payroll taxes) would need to be transferred to Buildings and Grounds Maintenance and Repairs. A contract for this service would be sought in lieu of hiring County employees. The Interim County Manager recommends this transfer regardless of action on the other two proposed positions.
- Mr. Davis made to freeze all existing vacancies and suspend hiring authority for these positions until approved by the County Commissioners after completion of the salary and classification study. With no second the motion failed.
- Solid waste availability fees proposed to increase 50%.
- Increase of 2.5% for Commissioners will be included in budget.
- One Vehicle for Sheriff Department
- Include additional \$8750 for CHAF Housing Project

Recess

Mr. Davis moved to recess the meeting to June 11, 2007 at 7:00 PM in the Mattamuskeet School Cafeteria, to which Mr. Ballance seconded. Hearing no further discussion, Chairman Spencer called for a vote. The motion passed upon the following vote: Aye – Commissioners Armstrong, Ballance, Davis, Swindell, and Chairman Spencer; No – None; Absent or Not Voting – None.

Reconvene

The June 11, 2007 recessed meeting of the Hyde County Board of Commissioners was reconvened by Chairman Charles Ray Spencer on June 11, 2007 at 7:00 PM in the Mattamuskeet School Cafeteria. Board Members present were Charles Spencer, Chair; Tom Davis; Alice Armstrong; Gene Ballance; and Barry Swindell.

Also present were Carl Classen, Interim County Manager, Sid Hassell, County Attorney, Finance Officer Janet Dodge, and Connie Burleson, Clerk.

Sheriff Mason discussed budget issues in his department: purchase of dogs, equipment needs and salary adjustments.

Amendments to Agenda

Ms. Armstrong moved to amend the agenda to include budget revision submitted by Sheriff Mason, to which Mr. Swindell seconded. Hearing no further discussion, Chairman Spencer called for a vote. The motion passed upon the following vote: Aye – Commissioners Armstrong, Ballance, Davis, Swindell, and Chairman Spencer; No – None; Absent or Not Voting – None.

Budget Revision

After discussion, Mr. Davis moved to approve the Budget Revisions as submitted, to which Mr. Swindell seconded. Hearing no further discussion, Chairman Spencer called for a vote. The motion passed upon the following vote: Aye – Commissioners Armstrong, Ballance, Davis, Swindell, and Chairman Spencer; No – None; Absent or Not Voting – None.

CLERK'S NOTE: A copy of the approved budget amendments are attached to these minutes as Exhibit C and incorporated herein by reference.

Budget Workshop

- Solid Waste Availability Fee increase
- Property tax increase
- School Appropriation to include \$250,000
- Salary increases on hold for salary study
- Mr. Davis made to freeze all existing vacancies and suspend hiring authority for these positions until approved by the County Commissioners after completion of the salary and classification study. With no second the motion failed.

Adjournment

The meeting adjourned.

Submitted by:

Connie Burlison, Clerk to the Board of Commissioners

Approved this __ day of May, 2007:

Charles Spencer, Chairman,
Hyde County Board of Commissioners

--- Exhibits begin on the next page ---

Exhibit B

34	EMERG MGT	105250.1500	EQUIPMENT MAINT & REPAIR	\$ 13,100.00			
		103990.0000	FUND BALANCE APPROPRIATED INCREASE FROM FUND BALANCE FOR EMERG MGT EQUIP		\$ 13,100.00		
			105250.1500	EQUIPMENT MAINT & REPAIR	\$ 19,354.00		
			103990.0000	FUND BALANCE APPROPRIATED INCREASE FROM FUND BALANCE FOR TOWER PAINTING		\$ 19,354.00	
			105250.1600	RADIO SYSTEM MAINTENANCE	\$ 11,000.00		
			103990.0000	FUND BALANCE APPROPRIATED INCREASE FROM FUND BALANCE FOR 2 CONSOLLETTE FOR EMS & FIRE DISPATCH		\$ 11,000.00	
			105250.1600	RADIO SYSTEM MAINTENANCE	\$ 24,245.00		
			103990.0000	FUND BALANCE APPROPRIATD INCREASE FROM FUND BALANCE FOR 5 VIPER TO VHF PATCHES FOR EMS & FIRE		\$ 24,245.00	
	35	CP-CDBG PROGRAM REPAYMENT		RS PROGRAM HOME LOAN- H SPENCER		\$ 709.00	
			853493.2330		RS PROGRAM HOME LOAN- S JENNETTE		\$ 645.00
			853493.2331		RS PROGRAM HOME LOAN- S MURRAY		\$ 919.00
			853493.2332		RS PROGRAM HOME LOAN- I GIBBS		\$ 866.00
853493.2334				RS PROGRAM EXPENDITURES	\$ 3,139.00		
854935.2430				SET UP BUDGETS FOR THE RS PROGRAMS LOAN REPAYMENTS FOR OVER INCOME RECEIPIENTS -- PER AUDITOR INSTRUCTIONS			
36	CP-HOME PROGRAM RESERVE RETAINAGE	873492.2314	RETAINAGE-CDBG RS		\$ 1,000.00		
		873494.2314	RETAINAGE-CDBG SS		\$ 3,400.00		
		873496.2314	RETAINAGE-CDBG SA		\$ 2,000.00		

		873498.2314	RETAINAGE-HMGP ELEV		\$ 1,000.00
				\$	
		874935.2414	RETAINAGE PD-CDBG RS	1,000.00	
				\$	
		874940.2414	RETAINAGE PD-CDBG SS	3,400.00	
				\$	
		894951.2414	RETAINAGE PD-CDBG SA	2,000.00	
				\$	
		874975.2414	RETAINAGE PD-HMGP ELEV	1,000.00	
			SET UP BUDGETS FOR THE HOME PROGRAMS FOR RESERVE RETAINAGE HELD ON CONTRACTS -- PER AUDITOR INSTRUCTIONS		
37	ADM	104200.1275	SALARY STUDY IMPLEMENTATION RESERVE	\$ 300,000.00	
		103990.0000	FUND BALANCE APPROPRIATED		\$ 300,000.00
			TRANSFER FROM FUND BALANCE TO SET UP RESERVE TO FUND SALARY STUDY IMPLEMENTATION IN FY 2007-2008		
38	WEST QTR	716932.0045	SERVICES & MAINTENANCE	\$ 12,000.00	
		713990.0000	FUND BALANCE APPROPRIATED		\$ 12,000.00
			REPAIR HYDELAND CANAL PIPE WITH FUNDS FROM WEST QTR DOUBLE BAY FUND BALANCE		
51	ELDERLY & HANDICAPPED	106500.1409	MATTAMUSKEET SENIOR CENTER- EDTAP	\$ 476.75	
		106500.1410	OCRACOCKE-EDTAP		\$ 476.75
		106500.1405	DSS-EDTAP	\$ 1,828.50	
		106500.1401	HCT WORKFIRST		\$ 1,828.50
		106500.1400	HCT-EDTAP	\$ 300.00	
		106500.1403	INTEREST ALLCOATION TRANSP		\$ 300.00
			TRANSFERS PER REQUEST HYDE COUNTY TRANSIT--SEE ATTACHED		
52	ELDERLY & HANDICAPPED	106500.1400	HCT-EDTAP	\$ 200.00	

106500.1406	HEALTH-EDTAP	\$	200.00
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**TRANSFER PER REQUEST HEALTH
DEPT--SEE ATTACHED**

Health	103480-0035	Public Management Entity Fees	\$13,000
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105910.4500	Contracted Operator	\$13,000
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**Reserve Public Management Entity Fees are being transferred to
PME Fees Revenue to cover increased cost of contract operator**

Exhibit A

RESOLUTION OF THE HYDE COUNTY BOARD OF COMMISSIONERS
TO ADVANCE HYDE COUNTY'S REVALUATION SCHEDULE
FROM JANUARY 1, 2011 TO JANUARY 1, 2009

WHEREAS, Hyde County completed and implemented its most recent octennial reappraisal of real property on January 1, 2003, utilizing its own staff and personnel; and

WHEREAS, Hyde County desires to conduct a reappraisal of real property earlier than required by G.S. 105-286, to be effective January 1, 2009, and to implement subsequent reappraisals on a schedule to be determined by the Board of Commissioners in compliance with GS 105-286; and

WHEREAS, the reappraisal work will be conducted by a contractor selected by the Hyde County Board of Commissioners, County Manager and Tax Assessor;

NOW, THEREFORE BE IT RESOLVED by the Board of Commissioners of Hyde County ("Board") that in the annual budget ordinance for fiscal year 2009, the Board shall include in the special reserve fund established for the reappraisal an appropriation for Revaluation in the amount required for reappraisal work during that fiscal year consistent with a plan established for the reappraisal of real property, as required by GS 153A-150; and

BE IT FURTHER RESOLVED, that when the County budget for each succeeding fiscal year is in preparation, the Board, with the County Manager and Tax Assessor, shall review the progress of the reappraisal work, and the Board shall appropriate to the special reappraisal reserve fund such funds in for reappraisal work during that year as may be necessary to continue the reappraisal work and to assure the completion of the reappraisal work on schedule.

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded promptly by the Clerk to the Board to the Department of Revenue as required by G.S. 105-286.

Adopted this 4th day of June, 2007.

Charles Spencer, Chair
Hyde County Board of Commissioners

Attest:

Clerk to the Board

Carl Classen
Interim County Manager

Connie Burleson
Clerk to the Board
Admin Assist County Manager

COU HYDE



SWAN QUAY

OLINA 27885

252-926-3701 Fax

Board of Commissioners

Charles Spencer, Chair
Tom Davis, Vice-chair
Alice Armstrong
Barry Swindell
Vacancy

:	105100.7400	Equipment	\$2,212.40	
	105100.3100	Gas, Oil and Tires		2,212.40

**To cover purchase of computer to run
DCI and submit records to SBI**