

**Hyde County Board of Commissioners' Meeting
June 5, 2006
Minutes**

The Hyde County Board of Commissioners held its regular meeting on Monday, June 5, 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:

Doug Gibbs, The Washington Daily News

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

Approval of Agenda

Upon motion made by Charles Spencer, seconded by Jane Hodges, with all Board members voting in favor, BE IT RESOLVED THAT the Board approved the agenda as amended. Shannon Hill and MJ Carbo were removed. The following items were added:

Brett Burbage Inspections Contract
Ocracoke EMS Vehicle Lease Agreement
Closed Sessions for Economic Development, Litigation and Personnel

Public Comments

The meeting was opened to receive public comments.

A. Lumsden inquired into the results of the soil testing at the courthouse location and the status of fuel tank

Approval of Minutes May 8, 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 8, 2006 minutes as submitted.

Budget Revisions and Transfers

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 following budget transfers and revisions:

Transfers:

(FO USE)

IDT #	DEPARTMENT	ACCOUNT #	LINE ITEM ACCOUNT NAME / EXPLANATION	DEBIT	CREDIT
	EMERG				
38	MEDICAL	105920.4601	OXYGEN	\$800.00	
		105920.4600	MEDICAL SUPPLIES		\$800.00
			TRANSFER TO COVER OXYGEN COSTS THRU YEAR END		
40	ROAP-EDTAP	106500.1400	EDTAP-HCT	\$965.00	
		106500.1401	EDTAP-WORK FIRST TRANSP		\$1,576.50
		106500.1403	EDTAP-INTEREST ALLOCATION		\$300.00
		106500.1405	EDTAP-DSS	\$730.00	
		106500.1406	EDTAP-HEALTH		\$200.00
		106500.1407	EDTAP-TMH		\$730.00
		106500.1408	EDTAP-COOP EXT		\$165.00
		106500.1410	EDTAP-OCRA	\$1,276.50	
			TRANSFER FUNDS TO COVER EXPENDITURES IN ACCORDANCE WITH GRANT AGREEMENT		
39	COOP EXT	106050.1200	POSTAGE	\$50.00	
		106050.1500	MAINTENANCE & REPAIRS		\$50.00
		106050.7400	EQUIPMENT		\$99.22
		106050.4500	SERVICES RENDERED	\$99.22	
		106050.1500	MAINTENANCE & REPAIR		\$75.00
		106050.3200	OFFICE SUPPLIES	\$75.00	

Revisions:

(FO
USE)

BR #	DEPARTMENT	ACCOUNT #	LINE ITEM	ACCOUNT NAME / EXPLANATION	DEBIT	CREDIT
31	EMERG MEDICAL	105920.1270		LONGEVITY PAY	\$ 450.00	
		105920.1700		VEHICLE MAINTENANCE	\$1,500.00	
		105920.3100		GAS, OIL, TIRES	\$4,500.00	
		105920.4500		CONTRACT SERVICES	\$3,000.00	
		103602.0000		EMS BILLS BY COLLECTION SERVICE		\$9,450.00
				INCREASE BUDGET TO COVER EXPENDITURES THRU END OF YEAR FROM EXCESS REVENUE EMS BILL COLLECTIONS		
32	ELECTIONS	104300.1404		REFUND HAVA GRANT	\$324.97	
		103841.0039		HAVA GRANT ELECT TO REFUND		\$324.97
				REFUND UNEXPENDED BALANCE FOR HAVA GRANT		

Tony Spencer, EM Coordinator – Raburn Road Street Name

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 Raburn Road Street name.

Clint Berry, Water Department – Notice of Award for Engelhard Reverse Osmosis Pilot Plant

Upon motion made by Jane Hodges, seconded by Charles Spencer with all Board members voting in favor, BE IT RESOLVED THAT the Board approved awarding the contract for the Engelhard Reverse Osmosis Pilot Plant to Harn R/O Systems, Inc for the amount of \$53,258.00. Hydropro Inc was low bidder but could not provide a Bid Security.

Alice Keeney, County Planner

Ms. Keeney presented several issues to the Board.

1. **Minor Subdivision Approval for Cheryl and Richard Cornell and Arthur and Marnette Graff** – No action was taken due to the right of way width. Currently the right of way is 30 feet and will need to be 45 feet to meet requirements of the subdivision ordinance.
2. **Resolution Authorizing Execution of Contract for Core Land Use Plan Phase I and II** – 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 Resolution Authorizing Execution of Contract for Core Land Use Plan Phase I and II.
3. **Monthly Report** – Ms. Keeney had presented her monthly report with information packet and asked for questions from the Board. No questions were presented.
4. **Rose Acres Update** – Ms. Keeney presented the Board with an update on the status of Rose Acres.

Brett Burbage Inspections Contract

Upon motion made by Alice Armstrong, seconded by Charles Spencer with all Board members voting in favor, BE IT RESOLVED THAT the Board approved the Inspections Contract with Brett Burbage.

Ocracoke EMS 4X4 Vehicle Lease Agreement

Upon motion made by Charles Spencer, seconded by Jane Hodges with all Board members voting in favor, BE IT RESOLVED THAT the Board approved the Ocracoke EMS 4X4 Vehicle Lease Agreement as presented.

Manager's Business

Mr. Howard presented several issues to the Board.

1. **Agreement between North Carolina and Hyde County Health Department for Maintaining and Promoting the Advancement of Public Health in NC** – 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 agreement between North Carolina and the Hyde County Health Department for Maintaining and Promoting the Advancement of Public Health in North Carolina.
2. **Records Retention and Disposition Schedule** – 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 Records Retention and Disposition Schedule issued by the Division of Archives and History. The additional 2 years is removed.
3. **FY05 CDBG-SA Project Ordinance Amendment #2** – 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 FY05 CDBG-Sa Project Ordinance Amendment #2 as presented.
4. **Sprayfield Enlargement Project Ordinance Amendment #3** – 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 Sprayfield Enlargement Project Ordinance Amendment #3 as presented.
5. **Authorization of Finance Officer to Amend Budget** – Upon motion made by Jane Hodges, seconded by Alice Armstrong with all Board members voting in favor, BE IT RESOLVED THAT the Board authorized the County Finance Officer to approve budget revisions and/or transfers through the end of the 2005-06 Fiscal Year with review by County Manager. This will allow for year-end budget entries in a timely manner. All approvals will be provided to the Board.
6. **Gaskill Lane Petition for Road Addition** -- 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 Gaskill Lane Petition for Road Addition to be submitted to NC DOT for consideration to be on the list of state maintained roads.

7. **Talbert & Bright Work Authorization 05-01A Amendment #1 Approach Clearing Project** – 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 Talbert & Bright Work Authorization 05-01A Amendment #1 Approach Clearing Project.
8. **Talbert & Bright Work Authorization 05-02A Amendment #1 Airfield Lighting Project**– 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 Talbert & Bright Work Authorization 05-02A Amendment #1 Airfield Lighting Project.
9. **Resolution Matchapungo Park** – Upon motion made by Jane Hodges, seconded by Charles Spencer with all Board members voting in favor, BE IT RESOLVED THAT the Board adopted the Resolution supporting Matchapungo Park.

Proposed 2006/07 Budget Public Hearing

Upon motion made by Jane Hodges, seconded by Charles Spencer with all Board members voting in favor, BE IT RESOLVED THAT the Board opened the Public Hearing to receive comments on the proposed 2006/07 Budget at 8:00 PM.

Comments received as follows:

- Funding for Mattamuskeet Senior Center – will county take over as department
- Collection of back taxes by Tax Department not County Attorney
- Collection of back taxes on businesses
- Consideration of hiring two additional EMTs

Upon motion made by Jane Hodges, seconded by Charles Spencer with all Board members voting in favor, BE IT RESOLVED THAT the Board closed the Public Hearing at 8:10 PM.

Manager's Business Continued

10. **Actuarial Study for Separation Allowance** – 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 2006 Memorandum of Participation Joint Actuarial Study for Separation Allowance Benefit.
11. **Terracon Contract Groundwater Sampling Hyde County Government Center** – 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 Terracon Contract Groundwater Sampling Hyde County Government Center.
12. **CRC Vacancies Nominations** – Upon motion made by Jane Hodges, seconded by Bea Emmert with all Board members voting in favor, BE IT RESOLVED THAT the Board sending a letter of support for the nomination of J.D. Brickhouse to the Coastal Resource Commission.

Closed Session – Economic Development, Litigation and Personnel

Upon motion made by Jane Hodges, seconded by Charles Spencer with all Board members voting in favor, BE IT RESOLVED THAT the Board entered into closed session at 8:27PM for Economic Development, Litigation and Personnel issues.

Upon motion made by Jane Hodges, seconded by Alice Armstrong with all Board members voting in favor, BE IT RESOLVED THAT the Board came out of closed session at 10:20 PM.

Roger Spencer Dike Litigation

Upon motion made by Alice Armstrong, seconded by Charles Spencer BE IT RESOLVED THAT the Board authorized payment in the amount of \$1,500 to Roger Spencer for approximately 1 acre on Sadie Weston Road related to the Swan Quarter Dike. Motion carried with a vote of 3 to 0. Jane Hodges abstained.

Informational Items

- Holland Consulting Planners Summary of Startup Meeting Agreements HMGP Isabel
- Talbert & Bright Hyde County Airport
- CDBG#04-C-1272-RS Closed Pending Final Audit
- CDBG#05-C-1379 Budget Revision (2)
- Letter to Pittard, Perry & Crone
- Lottery Funds for School Construction
- Letter to Jack Cahoon, NC Ferry Division Re: Swan Quarter – Ocracoke Ferry
- Letter from Jack Cahoon, NC Ferry Division Re: Ferry Repair Situation
- Letter From Division of Water Quality Re: Soil Contamination
- Legislative Bulletin #06-03 Senate Approves its Version of Budget Without Medicaid Relief
- NC DENR Termination of Contract for CAMA Permits
- Update Northeastern NC Regional Economic Development Commission
- Cost Update Department of Juvenile Justice and Delinquency Prevention
- Resolution in Support of 2006 Clean Water Bond
- Resolution To Preserve and Protect Working Waterfronts in NC
- Resolution Requesting Fair and Reasonable Access of Marine Resources by the State's Watermen
- Cabarrus County Resolution Supporting State Assumption of County Share of Medicaid
- Cherokee County Resolution Supporting State Assumption of County Share of Medicaid
- Letter from Rural Center Re: Water Treatment Plant Waste Discharge Study and Clint Berry's Response

Recess

The meeting recessed at 10:23PM to reconvene on Friday, June 9, 2006 at 9:00 AM in the Board of Education Conference Room.

Reconvene

The meeting reconvened on Friday, June 9, 2006 at 9:40 AM in the Board of Education Conference Room.

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 and Kevin Howard offered prayer.

Budget Workshop

Tax Department Assistant Accessor/Mapper approved salary \$19,969

Manager to draft policy: Employee hired and trained will be required to reimburse county for training if employment terminates before two years of service after completion of training. If a current employee is trained for advance same rules apply.

Maintenance Dept – two positions included for ½ year Maintenance Custodian annual salary \$17,578
Housekeeper annual salary \$13,374

Sheriff Department – removed two positions Deputy Sheriff and all vehicles and equipment associated with positions.

Jailers: include Chief Jailer/Deputy \$30,010 and 7 jailer positions \$23,102 Annual Salary

Health Department – Nurses will receive a 7% increase. Public Health Nurse II Clinic 8.95% increase

Social Services Department – Ocracoke Social Worker will be county employee not contract employee

Social Workers and Social Services Director will receive 7% salary increase. Director must receive favorable recommendation from Social Services Board.

E911 Administrator salary and department budget approved as presented. Salary \$24,198

Alice Keeney, County Planner

Ms. Keeney presented a memo with recommendations for permit fees to be accessed to Rose Acres. Action will be taken at next Board meeting.

Budget Workshop

Board of Education – Appropriation Current Expense \$1,045,059

Fund Balance Appropriated \$217,584

Capitol Reserve \$207,500

Recess

The meeting recessed at 3:07PM to reconvene on Wednesday, June 14, 2006 at 9:00 AM in the in the Swan Quarter Volunteer Fire Department Bldg.

Reconvene

The meeting reconvened on Wednesday, June 14, 2006 at 9:25 AM in the in the Swan Quarter Volunteer Fire Department Bldg.

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 and Kevin Howard offered prayer.

County Manager Kevin Howard presented several issues to the Board.

1. **McLane & Associates Contract** – 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 contract with McLane & Associates to provide computer support services for the Hyde County Finance Office.
2. **Senior Center Parking Lot** – Mr. Howard informed the Board it would cost appropriately \$10,000 to pave the parking lot at the Senior Center. Issue will be discussed at the June 19, 2006 meeting.

County Attorney Sid Hassell – Swan Quarter Dike Project

Upon motion made by Alice Armstrong, seconded by Bea Emmert BE IT RESOLVED THAT the Board authorized payment in the amount of \$1,500 to Celia Cahoon for approximately 1 acre on Sadie Weston Road related to the Swan Quarter Dike. Motion carried with a vote of 3 to 0. Jane Hodges abstained.

Closed Session – Property Purchase

Upon motion made by Jane Hodges, seconded by Charles Spencer with all Board members voting in favor, BE IT RESOLVED THAT the Board entered into closed session for property purchase discussion.

Upon motion made by Jane Hodges, seconded by Charles Spencer with all Board members voting in favor, BE IT RESOLVED THAT the Board came out of closed session with no action taken.

Budget Workshop

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 2006/07 Budget Ordinance as submitted

Adjournment

Upon motion made by Jane Hodges, seconded by Alice Armstrong with all Board members voting in favor, BE IT RESOLVED THAT the meeting adjourned at 10:21 PM.

Clerk _____ Chairman
Hyde County Board of Commissioners