

**Hyde County Board of Commissioners' Meeting**  
**May 15, 2006**  
**Minutes**

The Hyde County Board of Commissioners held its regular meeting on Monday, May 15, 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	Nathan Sears	

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, Phil Emmert offered prayer and Ms. Emmert led the Pledge of Allegiance.

**Approval of Agenda**

Upon motion made by Charles Spencer, seconded by Nathan Sears, with all Board members voting in favor, BE IT RESOLVED THAT the Board approved the agenda as submitted.

**Public Comments**

The meeting was opened to receive public comments.

- A. Lumsden requested Ms. Emmert put a retraction in the Washing Daily News concerning a previously printed article that stated Ms. Lumsden has been asked to leave a Board meeting. Ms. Lumsden also noted some objections to Letters to the Editor that quoted scripture.
- Janet Russ asked if the Board intended to support Project Lifesaver. She inquired into a resolution supporting the Clean Water Bond. Ms. Russ also asked about the cost of the new jail facility.
- James Shelton, Hyde Focus on Aging stated concern that the Board should make a long-term commitment to funding the Mattamuskeet Senior Center.
- Barbara Gibbs stated the Board should consider hiring 2 additional EMS Employees to provide full coverage in the County.

**Approval of Minutes May 1, 2006**

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 May 1, 2006 minutes as submitted.

**Budget Revisions and Transfers**

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 following budget transfers and revisions:

**Transfers:**

(FO USE)	IDT #	DEPARTMENT	ACCOUNT #	LINE ITEM ACCOUNT NAME / EXPLANATION	DEBIT	CREDIT
	32	ABC Board	105110.0001	ABC Board-Operating (Co0	\$20,000.00	
			109990.0001	Contingency		\$20,000.00
				Transfer from Contingency to Cover Operating Funds Approved by Bd of Comm 5/01/06	.	
	31	Maintenance	105000.1350	Rent	\$27,635.00	
			105000.1400	Travel		110.00
			105000.1500	Maintenance & Repairs		1,000.00
			105000.1700	Vehicle & Equipment Maint	700.00	
			105000.3100	Gas, Oil, Tires	1,460.00	
			105000.3601	Uniforms	200.00	
			105000.4500	Contract Uniforms		900.00
			105000.7400	Equipment		350.00
			109990.0001	Contingency		27,635.00
				Transfer to cover Expenditures-Note Rent increase due to FEMA no longer reimb for Temp Office		
		E911	747200.7502	Aerial Photography	\$10,000.00	
			747200.4501	Contracted Database Services		\$10,000.00
				To reverse previous partial payment for aerial photography from the Tax Dept to the E911 budget. Base mapping is 100% eligible for Wireless E911 Funding and does not need to be paid from the general fund		
	33	Social Services	106110.1400	Title III Transportation	\$2,500.00	
			106110.4500	Title III in Home Chore		\$2,500.00
				Transfer Between the Line Items in DSS Title III Budget to allow utilization of the funds		
	34	Sheriff	105100.0220	Overtime Law Officers	\$7,000.00	
			105100.0230	Overtime Dispatchers	\$5,000.00	

105100.0202	Aux Deputies	\$12,000.00
105100.1100	Telephone	\$5,000.00
105100.1101	Cell Phones	\$5,000.00
105100.3300	Departmental Supplies	\$1,000.00
105100.9800	Educations Training	\$1,000.00
Transfer to cover expenditures in various lines		

**Revisions:**

(FO  
USE)

BR #	DEPARTMENT	ACCOUNT #	LINE ITEM ACCOUNT NAME / EXPLANATION	DEBIT	CREDIT
28	West Quarter	716932.0045	Services & Maintenance	\$1,012.00	
		713290.0000	Interest Earned		\$1,012.00
			Increase to Cover WQ Dike Clean out and Maintenance		
	EM	109999.9999	Contingency		\$500.00
		105250.3300	Supplies	\$500.00	
			To cover printing of vehicle operator & maintenance logs and purchase of stick on numbers to label all vehicles, as needed for compliance with Risk Control Plan		
	Health	105970.3200	Office Supplies	\$240.00	
		105970.7400	Equipment – Signs	\$800.00	
		103480.0005	WIC – Mini-grant		\$1,040.00
	Health	105870.7400	Equipment	\$1,585.00	
		10.3480.0038	DPH		\$1,585.00
	Health	105962.0200	Salary	\$600.00	
		105962.0500	FICA Tax Expense	446.00	
		105962.0600	Group Insurance Expense	\$200.00	
		105962.0700	Retirement Expense	\$30.00	
		105962.4501	Contract Pungo District Hospital	100.00	
		105962.4502	Contract Various Physician Services	204.00	
		105962.4504	DPH – Breast & Cervical Cancer Control	200.00	
		103480.0037			1,380.00
30	Social Services	106110.1400	Title III Transportation	\$347.00	
		106110.1545	Title III Home Repair	\$103.00	
		106100.4500	Title III In Home Chore	\$3,811.00	
		103470.0004	Title III Social Service		\$3,836.00
		103290.0000	Interest Income		\$425.00
			Increase Title III DSS Budgets to Match Funding Approval (requires 10% County Match) – Home and community Care Block Grant for older adults		

**Larry Moolenaar, Hyde County CDC Public Hearing for Entrepreneurial Incubator Grant**

Mr. Moolenaar gave an overview of the project.

**Linda Mayo, Health Director – Proposed Environmental Fee Schedule**

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 Environmental Fee Schedule as presented.

**Public Hearing for Entrepreneurial Incubator Grant**

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 for the Entrepreneurial Incubator grant at 7:30 PM.

Janet Russ inquired if NC DOT would pay for repaving the parking lot at the Davis Incubator Site. Mr. Howard stated DOT would pave the parking lot under a reimbursable agreement with County.

Upon motion made by Jane Hodges, seconded by Alice Armstrong with all Board members voting in favor, BE IT RESOLVED THAT the Board closed the public hearing at 7:33 PM.

Upon motion made by Nathan Sears, seconded by Jane Hodges with all Board members voting in favor, BE IT RESOLVED THAT the Board approved the Entrepreneurial Incubator Grant Application.

**Nick Montanez, Brennan Associates**

Mr. Montanez updated the Board on the Government Center Project and the Public Safety Center Project. Mr. Montanez indicated the Government Center was on schedule and within the budget. He also indicated the Public Safety Center was within Budget.

**Alice Keeney, County Planner**

Ms. Keeney presented several issues to the Board.

1. **Monthly Report** – Ms. Keeney had presented her monthly report with information packet and asked for questions from the Board. No questions were presented.

2. **Holland Consulting Planners Work Authorization #6** – Upon motion made by Jane Hodges, seconded by Nathan Sears with all Board members voting in favor, BE IT RESOLVED THAT the Board approved the Holland Consulting Planners Work Authorization # 6 as presented.
3. **Year 4 CDBG-RS Budget Revision** – Upon motion made by Jane Hodges, seconded by Nathan Sears with all Board members voting in favor, BE IT RESOLVED THAT the Board approved the Revised Budget Revision for CDBG-RS Year 4 as presented.
4. **Land Use Plan Payment for Operating Information Highway** – 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 Memorandum of Understandings with Paul Privett and Kris St. John as presented and approved reimbursing Ms. Keeney for payment of same. Funds will be taken from Ms. Keeney's departmental supplies.

### **Tony Spencer, EM Coordinator**

Mr. Spencer presented several issues to the Board.

1. **Safety and NIMS Program** – Mr. Spencer requested the Board consider adopting a policy stating that employees would need to provide copies of a valid NC Driver's License and a certificate of vehicle liability insurance. If an employee does not provide these items, that employee will not be allowed to operate a county vehicle or receive mileage reimbursements. Mr. Howard is to draft a policy for review by the Board at their next meeting.
2. **Fuel Depot** – Issue will come back to the Board after more information is collected.
3. **Hyde County Public Safety Radio Plan 2006 Revision** -- The Board will consider this issue during the Budget process.

### **Manager's Business**

Mr. Howard presented several issues to the Board.

1. **Tractor Purchase Sewer Department** – Mr. Howard presented quote to the Board and recommended the bid be awarded to East Coast Equipment will try to negotiate with bidders and bring back before the Board.  
Bids received as follows  
Beaufort Equipment     \$37,500.00  
Mitchell Tractor         \$40,246  
East Coast Equipment   \$42,146
2. **Mattamuskeet Senior Center** – Issue will be discussed during budget workshop.
3. **Inspections Contract with City of Washington** – 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 Inspections Contract with the City of Washington as presented.
4. **Presentation of Proposed 2006/07 Budget** – Mr. Howard presented the Proposed 2006/07 Budget. Dr. Womble, School Superintendent presented budget requests for the Board of Elections.

### **Informational Items**

- Resolution Supporting State Assumption of County Share of Medicaid
- Letter from Liz Wolfe NC DCA Re: CDBG #04-C-1272 RS Removal of Audit Concern
- Emergency Management April Monthly Report
- EMS Monthly Reports (January, February, March and April)
- Letter To Bill Miller, NCACC Group Benefits Pool Re: Intention Not to Renew Health Plan with NC ACC
- Hyde County Public Safety Facility Progress Report April 24, 2006
- Hyde County Government Center Progress Report April 24, 2006
- Hyde County Public Safety Center Meeting Minutes April 27, 2006
- Letter from David Thompson Executive Director NC Association of County Commissioners Re: Hyde County Federal Medicaid Enhancement
- Report from Holland Consulting Planners on Hyde County Community Development/Flood Recovery Programs
- Memo Re: Fifteenth Annual Ralph W. Ketner Employee Productivity Awards Program
- Copy of Hyde County Public Safety Radio Plan Power Point Presentation
- Copy of Memo to Cheryl Balance Re: Ocracoke EMS Truck Lease Agreement
- Letter from Rural Center Re: Water Treatment Plant Waste Discharge Study
- Letter from Board of Elections Re: Mixed Beverage Referendum

### **Recess**

The meeting recessed at 9:15 PM to reconvene on Wednesday, May 17, 2006 at 4:00 PM in the Board of Education Conference Room.

### **Reconvene**

The meeting reconvened on May 17, 2006 at 4:00PM in the Board of Education Conference Room.

Board Members present were:

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

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 Charles Spencer offered prayer.

**Debbie Cahoon, Hyde County AIG Committee**

Debbie Cahoon spoke to the Board on behalf of the Hyde County Schools AIG Committee. The program operates with local funding and the committee is concerned with lack of funding issues. Students are falling behind and the committee feels lack of funding is attributing to the problems. Ms. Cahoon requested consideration of earmarking funds for the program at the County level.

**Sewer Dept Tractor Purchase**

Upon motion made by Nathan Sears, seconded by Charles Spencer with all Board members voting in favor, BE IT RESOLVED THAT the Board approved purchasing a John Deer Tractor from East Coast Equipment for \$42,146.24.

**Sewer Budget Revision**

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 following Budget Revision:

(FO USE) BR #	DEPARTMENT	ACCOUNT #	LINE ITEM ACCOUNT NAME / EXPLANATION	DEBIT	CREDIT
29	Sewer	618200.7425	Equipment	\$42,146.24	
		613980.0000	Appropriated From General Fund		\$42,146.24
		106936.0000	Appropriated to Sewer Fund	\$42,146.24	
		109990.0001	Contingency		\$42,146.24

**Mattamuskeet Senior Center**

Mr. Howard presented the Board with a 10 Year budget projection for the Mattamuskeet Senior Center. Mr. Sears stated he believed Public Access funds should be available to pave the parking lot at the Senior Center.

**Tax Department Budget Requests**

Mr. Howard included funds for the new position beginning January 2007. Bea Emmert made a motion to include funding the position for 12 months. Motion failed due to lack of a second.

**Sheriff Department Budget Requests**

The Board requested Mr. Howard review current Deputy Salaries and compare with surrounding Counties for presentation to the Board on May 19, 2006.

**Recess**

The meeting recessed at 7:15 PM to reconvene on Friday, May 19, 2006 at 4:00 PM in the Board of Education Conference Room.

**Reconvene**

The meeting reconvened on Friday, May 19, 2006 at 4:00PM in the Board of Education Conference Room.

Board Members present were:

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

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.

**Sheriff Department Proposed Budget**

Sheriff Johnson presented his budget requests. Sheriff Johnson feels turnover in his department is due largely to hours required to work. Sheriff Johnson stated additional staff and a change in the Chinese overtime are issues of concern. His priority would be funding for two drug officers.

**Tony Spencer Emergency Management Budget**

Mr. Spencer gave an overview of his budget request. Change over to the VIPER system is underway and additional funds are needed to update the radio system.

**Hyde County Public Safety Radio Plan 2006 Revision**

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 revision:

(FO USE) BR #	DEPARTMENT	ACCOUNT #	LINE ITEM ACCOUNT NAME / EXPLANATION	DEBIT	CREDIT
	EM	105250.1600	Radio Maintenance	\$2,400	
		109990.9990	Contingency		\$2,400
			Emergency Repairs to the Ocracoke Sheriff's Repeater System. This repair is a get by solution until the VIPER can be brought online 1 <sup>st</sup> of year		

**Lynne Harold, Board of Education**

Ms. Harold presented the budget requests for the Board of Education.

