

**Hyde County Board of Commissioners' Meeting
May 2, 2005
Minutes**

The Hyde County Board of Commissioners held its regular meeting on Monday, May 2, 2005 in the Mattamuskeet School Cafeteria at 7:00 PM.

Board members present were:

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

Staff members present were:

Don Davenport, County Manager
Connie Burlison, Clerk to the Board
Sid Hassell, County Attorney

Media present were:

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

Approximately 35 citizens were in attendance.

Chair Emmert called the meeting to order, led with prayer, and led 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. Closed Session Property was removed.

The following items were added:

- Engelhard Water Tank Project Ordinance
- County Government Center and Public Safety Center Project Ordinance

Budget Revisions and Transfers

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 approved the following Budget Revisions and Transfers.

<u>Department</u>	<u>Account</u>	<u>Line Item</u>	<u>Account Name</u>	<u>Increase</u>	<u>Increase</u>
Cooperative	10.6050.1101	Cell Phone		\$ 150.00	
Extension	10.6050.1100	Telephone/Pager			\$ 150.00
	10.6050.1101	Cell Phone		\$ 80.00	
	10.6050.3300	Departmental			\$ 80.00
	10.6050.1200	Postage		\$ 200.00	
	10.6050.3200	Office Supplies			\$ 200.00
Board of	10.4300.0300	Fees to Local Officials		\$ 600.00	
Elections	10.4300.0500	FICA			\$ 600.00
Planner	10.4900.7400	Equipment		\$ 200.00	
	10.4900.1101	Cell Phone			\$ 200.00

<u>(FO USE)</u> <u>IDT #</u>	<u>DEPARTMENT</u>	<u>ACCOUNT #</u>	<u>LINE ITEM ACCOUNT NAME / EXPLANATION</u>	<u>(DECREASE- EXP) DEBIT</u>	<u>(INCREASE-EXP CREDIT</u>
	ELDERLY-HANDICAP TRANS	106500.1402	RURAL GENERAL PUBLIC PROG	\$ 600.00	
		106500.1403	INTEREST ALLOCATION		\$ 600.00
			TO COVER INTEREST FY04 PD OUT TO NCDOT- ROAP AND FY05 TRANSFER TO DSS--SET UP FUNDS IN BUDGET		
	ELDERLY-HANDICAP TRANSP	106500.1400	ELDERLY & DISABLED TRANSP-DSS		\$ 300.00
		106500.1403	INTEREST ALLOCATION	\$ 300.00	
			TRANSFER INTEREST TO BE USED EDTAP-DSS		
		106500.1400	ELDERLY & DISABLED TRANSP-OCR	\$ 250.00	
		106500.1400	ELDERLY & DISABLED TRANSP-HFOA		\$ 250.00
		106500.1400	ELDERLY & DISABLED TRANSP-HCT	\$ 1,369.25	
		106500.1400	ELDERLY & DISABLED TRANSP-HFOA		\$ 1,369.25
		106500.1400	ELDERLY & DISABLED TRANSP-HLTH	\$ 200.00	

106500.1400	ELDERLY & DISABLED TRANSP-HFOA		\$	200.00
106500.1400	ELDERLY & DISABLED TRANSP-COOP EXT		\$	200.00
106500.1400	ELDERLY & DISABLED TRANSP-HFOA		\$	200.00

THESE ENTRIES ARE MAINTAINED ON A
SUBSIDIARY LEDGER TO ACCOUNT FOR THE
FUNDS EXPENDED BY EACH ROAP AGENCY ON
AN INDIVIDUAL BASIS

DEPARTMENT	ACCOUNT #	LINE ITEM ACCOUNT NAME	INCREASE	INCREASE
WATER	608100.1500	MAINT & REPAIR-DISTRIBUTION	\$ 65,000.00	
	603990.000	TRANSFER FROM FUND BALANCE		\$ 65,000.00
APPROPRIATE SOME OF WATER'S RETAINED EARNINGS FOR REPAIR OF BROKEN PIPE UNDER MILL CREEK IN PONZER				
EMERGENCY MANAGEMENT	105250.7402	HOMELAND GRANT - EXPENSE	\$ 2,700.00	
	103460.0032	HOMELAND GRANT - REVENUE		\$ 2,700.00
APPROPRIATE PART OF HOMELAND SECURITY GRANT EXPECTED TO BE RECEIVED BEFORE JUNE 30,20055				
EMS	105920.1101	TELEPHONE	\$ 1,500.00	
	105920.1600	RADIO MAINT.	\$ 1,000.00	
	105920.4500	CONTRACT SERVICE	\$ 1,500.00	
	105920.4600	MEDICAL SUPPLIES		\$ 1,500.00
	105920.1700	VEHICLE MAINT		\$ 500.00
	105920.3100	GAS,OIL,TIRES		\$ 2,000.00
TRANSFER FUNDS WITHIN EMS BUDGET				
FINANCE	104400.3300	DEPT.SUPPLIES		\$ 1,200.00
	104400.1400	TRAVEL	\$ 1,200.00	
TRANSFER NEEDED FOR NEW CHECKS AND DIRECT DEPOSIT NOTICES FOR NEW SOFTWARE				

Ocracoke Community Center Board Appointment – Tom Pahl

Upon motion made by Bea Emmert, seconded by Jane Hodges with all Board members voting in favor, BE IT RESOLVED THAT the Board appointed Tom Pahl to the Ocracoke Community Center Board.

Rodney Woolard, NRCS – Swan Quarter Watershed Project

Upon motion made by W. Mack Carawan, Jr., seconded by Charles Spencer BE IT RESOLVED THAT the Board approved the Supplemental Watershed Agreement No. 3 and the Project Agreement for Architect & Engineering Services. The motion carried with a vote of 4 to 0. Jane Hodges abstained.

Brennan Associates -- County Courthouse and Public Safety Building

Nick Montanez, Brennan Associates presented an update for the County Courthouse and Public Safety Building. Upon motion made by W. Mack Carawan, Jr., seconded by Bea Emmert with all Board members voting in favor, BE IT RESOLVED THAT the Board approved Brennan Associates moving forward with the bid phase for the overall concept of the County Courthouse and Public Safety Building.

Ferrell Berry, Hyde County Waterfowl Association

Mr. Berry made a presentation on behalf of the Hyde County Waterfowl Association for the construction of a Convention and Civic Center on Lake Road. The Hyde County Waterfowl Association is researching the feasibility of a Mandatory Hyde County Waterfowl Stamp to help offset cost of the construction and expenses of the center.

Tony Spencer, Emergency Management Coordinator

Mr. Spencer presented several items to the Board.

1. **Computer Aided Dispatch System (CAD)** – Upon motion made by Charles Spencer, seconded by Nathan Sears BE IT RESOLVED THAT the Board awarded the CAD contract to Interact

Public Safety Systems. Interact submitted the low bid at \$112,590. \$125,000 will be appropriated from the ETS Fund into the 60/40 line items for 911 Equipment with the following budget revision.

Increase	
74.7200.1100	\$50,000
74.7200.1101	\$75,000
74.3990.0000 Fund Balance	\$125,000

This amount will allow for final configuration changes and travel expenses for administrator training. The motion carried with a vote of 3 to 2. Commissioners Carawan and Hodges cast the opposing votes.

2. **Street Name Miss Elecie Lane** – 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 street name spelling correction on Ocracoke Island, Miss Elecie Lane to Miss Elecia Lane.

Darren Armstrong, Hyde County Chamber of Commerce

Mr. Armstrong presented a summary of accomplishments for the Hyde County Chamber of Commerce and requested renewal of their current contract for 2005-06.

Beaufort Hyde Arts Council

Ms. Anita Fletcher presented an update for the Beaufort Hyde Arts Council and requested continued support for 2005-06.

M. J. Carbo, BHM Regional Library

Ms. Carbo presented an update and budget request on behalf of BHM Library for 2005-06.

Sheriff L. B. Johnson

Sheriff Johnson gave an overview of his budget request, which includes 2 new deputy position, 2 new jailer positions, 4 new vehicles, and reconsideration of the way overtime is calculated.

Dr. Brock Womble, School Superintendent

Dr. Womble presented the budget request for the Board of Education.

Clint Berry, Water Department Manager

Mr. Berry presented an update for the Engelhard Water Treatment Plant.

Upon motion made by W. Carawan, Jr., seconded by Jane Hodges with all Board members voting in favor, BE IT RESOLVED THAT the Board adopted the Engelhard Water Treatment Plant Project Ordinance and approved the agreement with the Rural Economic Development Center.

Don Davenport Manager's Business

Mr. Davenport presented several items to the Board.

1. **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 Health Director Linda Mayo to \$2,000 and adding Laurie Lewis, Cooperative Extension to the account for a limit of \$1,000.
2. **County Courthouse and Public Safety Center Project Ordinance** – 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 adopted the County Courthouse and Public Safety Center Project Ordinance.

Public Comments

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

- James A. Gibbs CHAF
- Cost of preparation for new Courthouse site
- Solid Waste – County should consider purchasing land for demolition debris from old courthouse
- US Cell Service
- County Manager Position

Closed Session – Personnel

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 entered into closed session for personnel.

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 came out of closed session with no action taken.

Three Citizens attended.

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

Budget Revisions and Transfers

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 Budget Revisions and Transfers as submitted.

Budget Revision:

DEPARTMENT	ACCOUNT #	LINE ITEM ACCOUNT NAME / EXPLANATION	(DECREASE	(DECREASE
Health – BT	10.3480.0039	DHHS	\$15,000	
	10.6200.0200	Salaries		\$ 3,000
	10.6200.0500	FICA		\$ 500
	10.6200.0600	Group Insurance		\$ 500
	10.6200.0700	Retirement		\$ 500
	10.6200.1400	Travel		\$ 1,000
	10.6200.3300	Dept Supplies		\$ 1,000
	10.6200.5301	Registration		\$ 500
	10.6200.7400	Equipment		\$ 5,000
	10.6200.7500	Building Improvements		\$ 3,000

Budget Transfers:

DEPARTMENT	ACCOUNT #	LINE ITEM ACCOUNT NAME / EXPLANATION) DEBIT) CREDIT
Health-CAP	51.5845.0200	Salaries	\$ 20,000	
PCS/Chore	51.5845.4501	Contract Good Health Services		\$20,000
	51.5845.0200	Salaries	\$ 10,000	
	51.5845.1400	Travel		\$10,000
	51.5845.1200	Postage	\$ 50	
	51.5845.5301	Pre-employment screening		\$ 50
Home Health	50.5800.4513	Contract Occupational Therapy	\$ 6,500	
	50.5800.1220	On Call Compensation		\$ 6,500
	50.5800.4509	Contract PT	\$10,000	
	50.5800.1400	Travel		\$10,000
	50.5800.4510	Contract Speech Pathology	\$ 5,000	
	50.5800.4711	Contract Quality Assurance		\$ 5,000
Health Prom	10.5830.1200	Postage	\$ 100	
	10.5830.1400	Travel		\$ 20
	10.5830.3300	General Supplies		\$ 80
Immunization	10.5870.0200	Salaries	\$ 60	
Action	10.5870.0600	Group Insuracne		\$ 60
Health General	10.5900.7400	Equipment	\$ 630	
	10.5900.1100	Telephone		\$ 630
	10.5900.1300	Utilities	\$ 350	
	10.5900.1101	Cell Phone		\$ 340
	10.5900.4502	Lab Testing		\$ 10
Health Breast/ Cervical Can	10.5962.0200	Salaries	\$ 57	
	10.5962.0600	Group Insurance		\$ 57
E911	74.7200.4500	Wireless Phase II	\$ 25,000	
	74.7200.1100	E911 Wireless Equipment		\$10,500
	74.7200.1101	E911 Wireline Equipment		\$14,500
Social Services	10.6100.1401	Travel	\$ 3,000	
	10.6140.0044			\$ 2,000
	10.6140.0043			\$ 1,000
	10.6100.1300	Cost of Space	\$ 8,050	
	10.6100.1400	Travel		\$ 3,000
	10.6100.4502	Software Support Program		\$ 50
	10.6100.7400	Equipment		\$ 5,000
	10.6100.1902	Medicaid Draft	\$22,000	
	10.6100.0028	Medicaid Transportation		\$22,000
Water	60.8100.7401	Capital Improvements	\$ 5,750	
	60.8100.1100	Telephones		\$ 2,000
	60.8100.3601	Uniforms		\$ 250
	60.8100.4502	Lab Testing		\$ 3,000
	60.8100.7501	Computer Support		\$ 500

Board of Education Lease Contract with Hyde County for Social Services

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 Lease Contract with the Board of Education for the Department of Social Services.

“Green Shirt” Appreciation Resolution

Upon motion made by W. Mack Carawan, seconded by Charles Spencer with all Board members voting in favor, BE IT RESOLVED THAT the Board adopted the “Green Shirt” Resolution.

Land Transfer Tax Bill

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 the County Manger to contact State Representatives to add Hyde County to the Land Transfer Tax Bill and to request their support..

Authorize Finance Officer to Amend Budget

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 the County Finance Officer to approve budget revisions and/or transfers through the end of the 2004-05 Fiscal Year. This will allow for year-end budget entries in a timely manner. All approvals by the Finance Officer will be provided to the Board.

Proposed 2005-2006 Budget

County Manager Don Davenport presented the Proposed 2005-06 Budget to the Board and gave a summary of its content. 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 scheduled the Public Hearing to receive comments on the proposed 2005-06 budget for June 6, 2005 at 8:00 PM in the Mattamuskeet School Cafeteria.

Closed Session – Personnel

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 entered into closed session for personnel issues at 4:45 PM.

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 came out of closed session at 5:15 PM

Appointment of Kevin Howard, County Manager

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 County Attorney Sid Hassell to negotiate a contract with Kevin Howard to fill the position of County Manager effective June 20, 2005.

Adjourn

Upon motion made by W. Mack Carawan, Jr., seconded by Bea Emmert with all Board members voting in favor, BE IT RESOLVED THAT the Board adjourned the meeting at 5:20 PM.

Clerk _____ Chairman
Hyde County Board of Commissioners