

**Hyde County Board of Commissioners' Meeting**  
**November 5, 2007**  
**Minutes**

Chairman Charles Spencer called the Regular meeting of the Hyde County Board of Commissioners to order at 7:00 PM on Monday, November 5, 2007 in the Multi-Purpose Room of the Hyde County Government Center, Swan Quarter. The following members were present: Alice Armstrong; Gene Ballance, Tom Davis, Charles Spencer, and Barry Swindell. Also present were Interim County Manager Carl Classen, County Attorney Sid Hassell, various staff members, and members of the public.

Agenda: Chairman Spencer asked for any changes to the November 5, 2007 meeting Agenda. Hearing no requests for changes, Mr. Swindell moved to approve the agenda as submitted. Mr. Davis seconded the motion. The motion passed on the following vote: Ayes – Commissioners Armstrong, Ballance, Swindell, Davis and Chairman Spencer; Nays – None; Absent or Not Voting – None.

Minutes: Due to the recent appointment of the Clerk and the move into the new buildings, the draft minutes were not presently available for review.

Public Comments: Chairman Spencer asked for comments to the Board from the public.

Mr. Charles Williford, Engelhard, presented a list of business owner's signatures from the area between Beck's Restaurant and the Engelhard Fire Department who are requesting a reduction in speed limit.

Mr. Swindell moved to conduct a public hearing on proposals to lower the speed limit to 45 MPH along US264 south of Engelhard in conjunction with the November 19, 2007 Commissioners meeting. Ms. Armstrong seconded the motion. The motion passed on the following vote: Ayes – Armstrong, Ballance, Swindell, Davis and Chairman Spencer; Nays – None; Absent or Not Voting - None.

Mr. Jerry Harris, Swan Quarter, asked for responses to his list of questions, which he submitted previously and for which he has requested Senator Basnight's assistance in getting responses.

Ms. Dee Midgette Gibbs, Lakeview Road, Engelhard, requested assistance with maintenance of Lakeview Road, which is a private road.

Ms. Jane Gibbs, Engelhard, requested an amendment to the July 6 minutes regarding the judge's bench in the Government Center and requested answers to the questions she submitted.

Sheriff David Mason requested completion of the employee pay plan research project. Chairman Spencer agrees this is a priority and stated he would follow up on the project.

No additional comments were offered and Chairman Spencer continued with the meeting Agenda.

**Public Hearings – NCDOT Secondary Road Improvement Program**

Mr. Swindell moved to enter Public Hearing for the purpose of receiving public comment on the proposed FY2007-08 NCDOT Secondary Road Improvement Program for Hyde County. Commissioner Armstrong seconded the motion. The motion passed on the following vote: Ayes - Armstrong, Ballance, Swindell, Davis and Chairman Spencer; Nays – None; Absent or Not Voting – None.

Chairman Spencer opened the public hearing and requested public comment.

Sterling Baker, NCDOT Division 1, Edenton, reviewed the proposed FY2007-08 NCDOT Secondary Road Improvement Program for Hyde County and answered questions from the Commissioners.

There being no further comment from the public, Chairman Spencer closed the public hearing.

**Special Presentation:**

Animal Control: Mr. J. M. Eakes, Animal Control Officer gave an update of the progress made to date on the new animal control services saying over 400 dogs and cats had been picked up in the first quarter. He also reported on the animal holding facility being constructed and passed out photographs of the facility. Mr. Eakes also reported that a mobile veterinary unit is scheduled to visit Hyde County soon. Further, after seeing so many dogs and cats that could not be returned to their owner due to lack of identification, Mr. Eakes recommended that all dog owners purchase dog collars and tags with ownership information be required.

Hazard Mitigation Plan Update: Mr. Chris Crew, State Hazard Mitigation Officer, gave a presentation on the need to update the Hyde County Hazard Mitigation Plan and its importance to County property owners. Because of the Plan, \$12 million have been distributed in Hyde County since 1998. The Risk Assessment needs to be updated for FEMA approval of the Hazard Mitigation Plan, which is due August, 2008. Mr. Classen recommends hiring a part-time temporary administrative assistant to assist with this project.

Emergency Medical Service: Mr. David Warren, Acting EMS Director, gave a report on the improved inspection status of EMS vehicles. Trucks have been repaired, cleaned, restocked, and all inventory updated. Operational goals have been implemented and have reduced turn around time for emergency transport to Pungo District Hospital.

Budget Revisions and Transfers: Mr. Classen reported that further budget amendments and transfers will be held over until the November 19 or December 3 Commissioners meetings while Jessica Gibbs, Finance Officer, and he develop a regular system for preparing, approving and tracking budget amendments.

Subdivision Application - Graff: The County Commissioners reviewed a subdivision application from Arthur and Marnette Graff. Chairman Spencer moved to table this application until research and clarification of possible violation of a previously approved application in 2006 regarding a road variance conditioned upon no further subdivision of the parcel in question. Commissioner Swindell seconded the motion. The motion passed on the following vote: Ayes - Armstrong, Ballance, Swindell, Davis and Chairman Spencer; Nays - None; Absent or Not Voting - None.

Unified Government: The Commissioners reviewed the Hyde County Unified Government rough draft and will return comment to the County Manager.

Homeland Security Grant Award: After discussion, Commissioner Swindell moved to accept a 2007 Homeland Security Grant award in the amount of \$20,596 and authorize the Chairman, County Manager, Emergency Management Coordinator and other County officials to sign and execute documents in support of this motion. He further moved to direct the County Manager to disburse the equipment purchased under the grant in accordance with the Hyde County Public Safety Radio Plan. Mr. Ballance seconded the motion. The motion passed upon the following vote: Ayes - Armstrong, Ballance, Swindell, Davis and Chairman Spencer; Nays - None; Absent or Not Voting - None.

Placing EMS in Fire Departments: Mr. Classen submitted a draft memorandum of understanding with the Engelhard and Swan Quarter fire departments and EMS that was developed by the EMS Director, Fire Marshal and the Swan Quarter and Engelhard fire chiefs. Mr. Davis moved to have the County Manager research the cost involved with stationing EMS crews in the Engelhard and Swan Quarter Volunteer Fire Department and to bring a response to a future Commissioners meeting. Commissioner Swindell seconded the motion. The motion passed upon the following vote: Ayes - Armstrong, Ballance, Swindell, Davis and Chairman Spencer; Nays - None; Absent or Not Voting - None.

Ponzer Fire District Boundaries: After discussion, Mr. Swindell moved to approve the Chairman signing such documents and maps as are necessary to re-approve the Ponzer Fire District boundary map representing a six mile radius fire district. Commissioner Armstrong seconded

the motion. The motion passed upon the following vote: Ayes –Armstrong, Ballance, Swindell, Davis and Chairman Spencer; Nays – None; Absent or Not Voting - None.

Boards and Committees: Chairman Spencer asked for reports from various boards and committees.

**SOLID WASTE ADVISORY COMMITTEE:** Commissioners Davis made motion to accept the FY 2007-08 Interim Plan. Commissioner Swindell seconded the motion. Three public hearings will be held to receive public comments and questions. November 13, 2007 at 7:00 PM on Ocracoke, November 14, 2007 at 7:00 PM at the Mattamuskeet Cafeteria, and November 15, 2007 at 7:00 PM at the Engelhard Community Center.

**OCRACOKE AIRPORT ADVISORY COMMITTEE:** Ground breaking has begun at the Ocracoke Emergency Heliport.

**ENGELHARD AIRPORT:** Surface treatment, slurry seal and striping likely completed November 5, 2007.

**SUBDIVISION ORDINANCE AMENDMENT COMMITTEE:** Commissioners Davis and Mr. Swindell report no action taken.

No other board or committee reports were offered so Chairman Spencer continued with the Agenda.

County Commissioner Reports:

Commissioner Ballance spoke on the progress of the Oyster Cultch Project.

The Southern Albemarle Association Board presented a plaque in recognition of service by former Commissioner Nathan Sears to the Board, to his sister, Janet Russ

Commissioner Davis and Swindell reported on the Solid Waste Committee.

Chairman Spencer stated that community meetings are planned to advertise services provided by Hyde Transit. He also reported improved services provided by Albemarle Mental Health with full-time caseworkers on duty.

Commissioners Davis and Spencer reported the ABC Board profit made in FY2007, which is the first profitable year in six years.

County Manager's Report: Chairman Spencer asked for a report from the Interim County Manager.

**GOVERNMENT CENTER AND PUBLIC SAFETY CENTER:** Mr. Classen reported that no smoking areas have been designated at the Government Center and Public Safety Center.

**FAR CREEK DREDGING SPOILS SITE PROJECT:** Mr. Classen reported the project is completed and closeout paperwork is underway.

**SWAN QUARTER DIKE PROJECT:** Mr. Classen reported the project is completed and that closeout paperwork is underway.

**POSITION CLASSIFICATION, SALARY SURVEY, AND PERSONNEL POLICY UPDATE:** Mr. Classen reported that not all personnel data sheets have been turned in as requested, thus delaying completion of the project. Commissioner Swindell suggests priority be given to this project.

**GEOGRAPHIC INFORMATION SYSTEM (GIS) PROJECT:** A revaluation meeting is scheduled for tomorrow, November 6, 2007.

MATTAMUSKEET LODGE IMPROVEMENTS: Mr. Classen submitted a list of prospective members for the Mattamuskeet Lodge Committee. Sewer improvements are necessary and will be paid for by a grant to Hyde County.

JERRY HARRIS QUESTIONS: A written response will be prepared for Mr. Harris.

JANE GIBBS MINUTES ISSUE: Ms. Gibbs' issue will be scheduled for a future Agenda if requested by the Board.

ANIMAL CONTROL REPORT: Mr. Eakes' recommendation to have all dogs owners purchase dog collars and tags with ownership information will be placed on the agenda if directed by the board.

HAZARD MITIGATION PLAN UPDATE: The update is extensive and will be time consuming; therefore a part-time temporary administrative assistant would be hired to assist with this project and other duties as directed.

Closed Session: Mr. Spencer. Commissioner Davis moved to enter Closed Session in accordance with NCGS 143-318.11 (a) (6) regarding personnel matters. Mr. Ballance seconded the motion. The motion passed on the following vote: Ayes – Armstrong, Ballance, Swindell, Davis and Chairman Spencer; Nays – None; Absent or Not Voting - None. Sid Hassell, County Attorney and Lois Stotesberry, Clerk to the Board attended.

Mr. Davis moved to return from Closed Session. Ms. Armstrong seconded the motion. The motion passed upon the following vote: Ayes – Armstrong, Ballance, Swindell, Davis and Chairman Spencer; Nays – None; Absent or Not Voting - None.

Chairman Spencer asked for any actions coming following the Closed Session. Hearing none, he proceeded with the agenda.

There being no further matters to come before the Commissioners, Mr. Ballance moved to adjourn the meeting. Mr. Swindell seconded the motion. The motion passed on the following vote: Ayes – Armstrong, Ballance, Swindell, Davis and Chairman Spencer; Nays – None; Absent or Not Voting - None.

The meeting adjourned at 9:35 PM.

Respectfully submitted:

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Lois Stotesberry, Clerk to the Board of Commissioners

Minutes approved on the 22<sup>nd</sup> day of January, 2008.

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Charles Spencer, Chairman  
Hyde County Board of Commissioners

Attachments:

*Exhibit A – Homeland Security Grant Award Letter*