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**Meeting Minutes**

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**Board of County Commissioners  
Hyde County**

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**Monday, November 4, 2013**

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Chairman Barry Swindell called the Regular Meeting of the Hyde County Board of Commissioners to order on Monday, November 4, 2013, in the Hyde County Government Center, Multi-Use Room, and the Ocracoke School Commons Room using electronic conferencing equipment.

The following members were present on the mainland: Commissioners Anson Byrd, Earl Pugh, Jr., and Barry Swindell; Attorney Fred Holscher; County Manager Bill Rich; Deputy Clerk to the Board Averil Simmons; and, members of the public.

The following members were present on Ocracoke: Public Information Officer Sarah Johnson and members of the public.

Following opening prayer by Commissioner Pugh and pledge of allegiance, the meeting was called to order.

**Agenda:**

Chairman Swindell asked for any changes to the November 4, 2013 meeting agenda.

Commissioner Pugh moved to approve the agenda as presented by the Deputy Clerk. Mr. Byrd seconded the motion. The motion passed on the following vote: Ayes – Byrd, Pugh, and Swindell; Nays – None; Absent or not voting – Tunnell, Fletcher.

**Consideration of Minutes:**

Commissioner Pugh moved to approve the October 7, 2013 regular meeting minutes of the Hyde County Board of Commissioners as presented by the Deputy Clerk. Mr. Byrd seconded the motion. The motion passed on the following vote: Ayes – Byrd, Pugh, and Swindell; Nays – None; Absent or not voting – Tunnell, Fletcher.

**Public Comments:**

Chairman Swindell called for comments from the public.

Blythe Davis, Swan Quarter – Encouraged the Board to reconsider their vote on the funding method for the West Quarter and Swan Quarter Special Service Districts. He sent a letter to the Board regarding the assessments. He thinks the assessments should be based on the type of land use. Thinks rates are too high.

Darlene Styron, Ocracoke – Hopes the Board will renew the contract with McClees Consulting. Also said there haven't been a lot of updates on the Silver Lake Mooring Field and hopes that if the project moves forward that there will be more community information and input on which to base any decisions. She also gave a thank you to everyone who participated in the Pirate Festival. Was the third year of the festival and this year was the first major success.

**Employee Recognition**

Manager Rich announced that instead of choosing one Employee of the Month, he decided to give special recognition to the employees who donated vacation and sick leave to Ms. Lois Stotesberry while she is out on extended medical leave. These employees were then asked to spin the "Wheel of Thanks" for a prize. The following employees were recognized and will receive a gift certificate to the designated business:

1 Wesley Smith – Gibbs Enterprises, Engelhard  
Jane Hodges – Spoon River, Belhaven  
3 Jerry Hardison – Napa Auto Parts, Engelhard  
4 Tammy Blake – RS Spencer, Inc., Engelhard  
5 Averi – Pat’s Service Station, Swan Quarter  
6

7 **Items of Consideration:**

8 **Appointments:**

9 **Appointment of County Medical Examiner – Jeffrey Hibbard**

10 Mr. Jeffrey Hibbard, Hyde County EMS Training Division Chief, has been appointed by Deborah  
11 Radisch, North Carolina Chief Medical Examiner, as the Medical Examiner for Hyde, Tyrrell and  
12 Washington Counties. This appointment will be for a term of three years, ending in 2016.

13 Commissioner Byrd made a motion to appoint Jeffrey Hibbard as County Medical Examiner. Mr.  
14 Pugh seconded the motion. The motion passed on the following vote: Ayes – Byrd, Pugh, and  
15 Swindell; Nays – None; Absent or not voting – Tunnell, Fletcher.

16 **Appointment to Hyde County Social Services Board**

17 Commissioner Byrd’s term on the Hyde County Social Services Board expired on June 30, 2013. A  
18 new commissioner appointment or reappointment of Mr. Byrd to the Social Services Board was  
19 needed.

20 Commissioner Swindell made a motion to appoint Commissioner Byrd to serve on the Hyde County  
21 Social Services Board. Mr. Pugh seconded the motion. The motion passed on the following vote:  
22 Ayes –Pugh, Swindell; Nays – None; Absent or not voting – Tunnell, Fletcher, Byrd.

23 **Reappointments to Hyde County Airport Advisory Committee**

24 There were multiple members of the Airport Advisory Committee whose appointments are due to  
25 expire in December 2013 and January 2014. Currently, the only members with terms not expiring in  
26 2013/2014 are Art Keeney and Tim Whitfield, whose terms expire in January 2015. The following  
27 members needed to be reappointed to the respective terms as agreed upon by the Airport Advisory  
28 Committee:

Member	Expiration	Length of Term
Billy Williams	1/7/2016	2 Years
Sharon Spencer	1/7/2016	2 Years
Wilson Daughtry	1/7/2017	3 Years
Gregory Gibbs	1/7/2017	3 Years
Earl Pugh, Jr.	1/7/2017	3 Years

30 Upon expiration of the above terms, all member terms will become three-year terms.

31 Commissioner Byrd made a motion to reappoint the current members to the above listed terms. Mr.  
32 Pugh seconded the motion. The motion passed on the following vote: Ayes – Byrd, Pugh, and  
33 Swindell; Nays – None; Absent or not voting – Tunnell, Fletcher.

34 **Resolution – Public Transportation Program**

35 Wesley Smith, Health Director and Beverly Paul, Public Transit Director gave an overview of the  
36 FY 14-15 Section 5310 Public Transportation Program and presented a resolution for adoption. The  
37 purpose of the program is to improve mobility for seniors and individuals with disabilities  
38 throughout the country by removing barriers to transportation services and expanding the  
39 transportation mobility options available. The Federal Transit Administration is providing the funds  
40 for this program. The Hyde County Health Department, in conjunction with Hyde Transit, will be

1 applying for these funds. Part of the reason for applying for this grant is due to Vidant Pungo  
Hospital closing. The grant will be in the amount of \$40,000.

3 Commissioner Byrd made a motion to adopt a resolution authorizing Wesley Smith, Health Director  
4 to submit a grant application for funding under the Section 5310 Public Transportation Program.  
5 Mr. Pugh seconded the motion. The motion passed on the following vote: Ayes – Byrd, Pugh, and  
6 Swindell; Nays – None; Absent or not voting – Tunnell, Fletcher.

7 *Clerk's Note: A copy of the Resolution "Public Transportation Program" is attached herewith as*  
8 *Exhibit A and incorporated herein by reference.*

### 9 **2014 CSBG Anti-Poverty Plan**

10 Wendy Hedgepeth of the Economic Improvement Council gave an overview of the Community  
11 Services Block Grant (CSBG) Program. This program is funded by the NC Department of Health  
12 and Human Services, Office of Economic Opportunity. Funding for fiscal year 2014 will be in the  
13 amount of \$281,576. These funds are used to help low-income families and individuals move  
14 toward becoming self-supported. Funds from this program will also allow county Social Services  
15 Departments to add new case managers to handle additional clients, job referral, and housing and  
16 childcare assistance. (A copy of the application is on file in the Manager's office for review.)

### 17 **Request for Property Revaluation of Island Inn Villas & 3PMC, LLC**

18 Thomas Storrs, owner of 3PMC, LLC, says the land that is shared by Island Inn Villas and 3PMC,  
19 LLC is being taxed twice. He said he didn't own the property back in 2009 during the last  
20 revaluation, and only recently noticed the double taxation. Commissioner Byrd told him that the  
21 Board of Equalization meets once a year to hear requests such as his.

22 Commissioner Pugh asked Linda Basnight, Tax Administrator to speak about the issue. She agrees  
23 Mr. Storrs has a problem that came up during the 2009 revaluations, but she still is a bit unclear  
24 about how to resolve the issue. She will be contacting Chris McLaughlin with the UNC-School of  
25 Government and is working on a solution to make the corrections.

26 Commissioner Swindell stated that the Tax Department and the Board will work on a solution and  
27 make a decision within 90 days.

### 28 **Vidant Health Grant to Hyde County EMS**

29 To help offset the anticipated burden of losing Pungo Vidant Hospital in Belhaven; Vidant Health is  
30 offering a grant in the amount of \$250,000 to Hyde County EMS. This grant is for the purchase or  
31 revamping of additional ambulance(s). Vidant Health is also offering a grant to Beaufort County in  
32 the amount of \$500,000. Their funds will be used to advance Beaufort County's EMS to a  
33 paramedic level of service. Both counties must agree to accept their respective grants in order for  
4 the funds to be received.

35 Commissioner Byrd made a motion to accept grant funds in the amount of \$250,000 from Vidant  
36 Health. Mr. Pugh seconded the motion. The motion passed on the following vote: Ayes – Byrd,  
37 Pugh, and Swindell; Nays – None; Absent or not voting – Tunnell, Fletcher.

### 38 **ABC Board Audit Report**

39 Meredith Nicholson, Chairman ABD Board told the board that their audit had been completed well  
40 before the September 30 2013 deadline. She stated the Fiscal Year 2013 losses totaled \$41,000.  
41 \$16,000 of the loss is due to unpaid retirement contributions. Salaries totaled \$22,000 more than FY  
42 2012. They also had to pay \$5,600 in penalties and audit fees totaled \$12,500 more than FY 2012.

### 43 **Method of Assessment for the West Quarter & Swan Quarter Special Service Districts**

44 Attorney Holscher said he'd received a letter from Attorney Tom Davis regarding the recent  
45 assessment of West Quarter and Swan Quarter Special Service Districts. In the letter, Mr. Davis

1 stated that he didn't agree with the decision to levy the assessment on an ad valorem basis rather  
2 than the previous method of levying the assessment on a per acre basis with varying rates for  
3 several classes.

4 Daniel Brinn, Soil & Water Technician stated that after reading the letter, he tried to address Mr.  
5 Davis' concerns by contacting the Natural Resource Conservation Service (NRCS). He got verbal  
6 confirmation that NRCS isn't concerned with how the funds are collected, just that maintenance is  
7 performed. They are sending a written confirmation of this. Mr. Brinn also said he will get hard  
8 estimates on the price of the replacement flood gates.

9 Commissioner Byrd said he thinks it would be fairer to assess property by acre and class.

10 Commissioner Pugh made a motion to rescind the last vote on assessment from the October 7, 2013  
11 Board meeting. Mr. Byrd seconded the motion. The motion passed on the following vote: Ayes –  
12 Byrd, Pugh, and Swindell; Nays – None; Absent or not voting – Tunnell, Fletcher.

### 13 **Engelhard Airport Farm Lease**

14 Kris Noble, County Planner and Economic Developer stated that the changes to the Airport Farm  
15 Lease had been made as recommended by County Attorney Holscher and the Airport Committee.

16 Commissioner Pugh suggested there should be an added option for extension of the lease an  
17 additional four year and to get a map to show what areas need to be mowed. Jane Hodges, Airport  
18 Manager, told the Board the lease packet, including a copy of the lease, aerial map, map showing  
19 the AWOS system, and a copy of the ad had been mailed to 41 local farmers.

20 Commissioner Pugh made a motion to authorize County staff to advertise for and procure a tenant  
21 for the approved farm lease. Mr. Byrd seconded the motion. The motion passed on the following  
22 vote: Ayes – Byrd, Pugh, and Swindell; Nays – None; Absent or not voting – Tunnell, Fletcher.

### 23 **Changes to Airport Advisory Committee Bylaws**

24 Commissioner Byrd made a motion to approve the changes to the Airport Advisory Committee  
25 bylaws, as recommended by the Committee. Mr. Pugh seconded the motion. The motion passed on  
26 the following vote: Ayes – Byrd, Pugh, and Swindell; Nays – None; Absent or not voting –  
27 Tunnell, Fletcher.

### 28 29 **Public Safety Center Options**

30 The County Planner and Economic Developer presented the board with the meeting notes from the  
31 January 23, 2013 meeting with State officials about the condition and possible uses of the Hyde  
32 County Jail. Manager Rich said he talked to Beaufort County's Manager and he expressed some  
33 interest in possibly housing female inmates here. Commissioner Swindell said that according the  
34 State jail officials, we don't have the approval from the State to operate the jail and we would incur  
35 costs to bring the building up to code.

36 No action taken.

### 37 **Davis School Leases**

38 The County Planner and Economic Developer provided copies of the current leases, surveys, maps,  
39 and tax cards for the four buildings on the one Davis School parcel. According to Hyde County's  
40 copy of the lease with Davis Ventures, their lease expired in May 2013. It is believed this is a typo.  
41 The lease with the Hyde CDC doesn't expire until December 2014. The Planner/Economic  
42 Developer said she needs to check all grant agreements for clawback conditions that could occur  
43 with any conveyances of the property.

44 Commissioner Swindell asked what kind of agreement does Hyde County have with Head Start for  
45 their building or The Engelhard Development Corporation (EDC) for the park. Ms. Noble replied

1 that she doesn't have that information as of yet. She suggested subdividing property depending on  
2 the use of the property if sold.

3 The Finance officer stated that as long as the county has an open FEMA claim, it is best not to  
4 transfer ownership.

5 No action taken.

### 6 **Consultant Services Contract for Update of Recreation & Parks Master Plan**

7 In October, the Planning Department advertised a Request for Qualifications for the update of the  
8 Hyde County Recreation & Parks Master Plan. Proposals were received from Albemarle &  
9 Associates, Holland Consulting Planners, and Lamm Engineering. At the October meeting of the  
10 Hyde Recreation Committee, members scored the three proposals based on technical  
11 approach/project schedule, experience of proposed personnel, prior related experience, and quality  
12 of the proposal. The Hyde County Recreation Committee recommends that Hyde County enter into  
13 a contract for consultant and planning services with Holland Consulting Planners for the update of  
14 the Hyde County Recreation & Parks Master Plan.

15  
16 Commissioner Pugh made a motion to approve the Recreation Committee's recommendation to  
17 contract with Holland Consulting Planners for the update of the Hyde County Recreation & Parks  
18 Master Plan and authorized County Staff to execute a contract with Holland Consulting Planners  
19 with prior County Attorney approval. Mr. Byrd seconded the motion. The motion passed on the  
20 following vote: Ayes – Byrd, Pugh, and Swindell; Nays – None; Absent or not voting – Tunnell,  
21 Fletcher.

### 22 23 **Piedmont Natural Gas**

24 The Board was presented with information showing a map of current natural gas service lines in  
25 Hyde County provided by Piedmont Natural Gas. The map infers that the original intent of the  
26 company was to service commercial businesses in Hyde County.

27 Commissioner Byrd said his main concern is that the bond money given to Piedmont Natural Gas  
28 was to service citizens, but that has not been the case.

### 29 **Second Amendment to US Cellular Tower & Ground Lease**

30 In October 1998, Hyde County entered into a Tower and Ground Space Lease with United States  
31 Cellular Wireless Communications for the communications tower located in Swan Quarter. The  
32 initial term of this lease was from December 1, 1998 until November 30, 2003. This lease  
33 automatically renews and extends for up to three additional terms of Five years each.

34  
35 In June 2013, Hyde County approved the First Amendment to the Tower and Ground Lease to  
36 include equipment upgrades valued at approximately \$278,000. However, the amendment that was  
37 executed by Hyde County did not provide for any additional renewal terms under the lease, which is  
38 currently scheduled to expire on November 30, 2018.

39  
40 Because of the high cost of the tower modifications, US Cellular wished to have three additional 5-  
41 year renewal terms added to the lease. This would be mutually beneficial since the tower will be  
42 brought up to the current Rev G standard for the County, yet US Cellular could be also assured of  
43 being able to enjoy use of the site for the long term. In addition, the citizens of Swan Quarter would  
44 be assured continued coverage in the area.

45  
46 The proposed lease is for more than 9 years, therefore must be treated the same as a sale of property  
47 by the County and the procedure contained in NCGS §160A-269 will be required.

48  
49 Commissioner Byrd made a motion to authorize County staff to use the provision of NCGS §160A-  
50 269 "Negotiate Offer, Advertisement and Upset Bids," and to renew the lease and extend it for up to

1 3 additional terms of 5 years each other than the 6 additional terms of 5 years that US Cellular is  
 2 currently requesting pending US Cellular is successful in the procurement process. Mr. Pugh  
 3 seconded the motion. The motion passed on the following vote: Ayes – Byrd, Pugh, and Swindell;  
 4 Nays – None; Absent or not voting – Tunnell, Fletcher.

5  
 6 **Outstanding Checks Update**

7 The Finance Officer reported that the Finance Office has gone through escheating process for the  
 8 \$687.99 in remaining outstanding checks.

9 **GovDeals Surplus Items for Sale**

10 The following items needed Board approval to be placed for sale on GovDeals:

11

Item	Starting Bid 12
555c New Holland Backhoe	\$3,000 13
40 ft. Covered Transport Trailer	\$300 14
45 ft. Covered Transport Trailer	\$300 15
48 ft. Covered Transport Trailer	\$300 16
30" x 30" Aluminum Manhole Access Door	\$100 17
36" x 36" Aluminum Manhole Access Door	\$100 18
Dodge Durango	\$2,000 19

20 Commissioner Pugh made a motion to authorize the Finance Office staff to place the above listed  
 21 items on GovDeals for sale. Mr. Byrd seconded the motion. The motion passed on the following  
 22 vote: Ayes – Byrd, Pugh, and Swindell; Nays – None; Absent or not voting – Tunnell, Fletcher.

23 **Renewal of Lobbying Contract with McClees Consulting**

24 The contract for ferry toll lobbying services provided to Hyde County in 2013 expires on December  
 25 31, 2013 and will need to be renewed for 2014. The new contract will be in the amount of \$15,000.  
 26 We are hoping that the Ocracoke Occupancy Tax Board will agree to pay \$7,500 of the fee, with  
 27 Hyde County Government paying the other half. In the previous contract, McClees Consulting had  
 28 been contracted jointly with Beaufort and Pamlico Counties. Manager Rich asked the Board to hire  
 29 McClees Consulting directly for Hyde County instead of a 3-county contract.

30 Commissioner Pugh made a motion to renew the lobbying contract with McClees Consulting. Mr.  
 31 Byrd seconded the motion. The motion passed on the following vote: Ayes – Byrd, Pugh, and  
 32 Swindell; Nays – None; Absent or not voting – Tunnell, Fletcher.

33 **Interim Director of Hyde County DSS**

34 Due to Ms. Gloria Spencer's medical leave, the Hyde County Social Services Board has appointed  
 35 Suzanne Johnson as Interim Director of Hyde County DSS during Ms. Spencer's absence. Ms.  
 36 Johnson will be working at the direction of Ms. Spencer. The Social Services Board asked that the  
 37 Board of Commissioners approve an \$800 per month raise during the three months that Ms.  
 38 Johnson will be serving as Interim Director. The funds were already in the budget.

39  
 40 Commissioner Byrd made a motion to approve the temporary increase in pay for Suzanne Johnson  
 41 as Interim Director of Hyde County DSS. Mr. Pugh seconded the motion. The motion passed on the  
 42 following vote: Ayes – Byrd, Pugh, and Swindell; Nays – None; Absent or not voting – Tunnell,  
 43 Fletcher.

1  
2 **Budget Matters**

3 The following budget revisions were presented for Board approval:

Line Item	Amount
BR 07-14 Health – Healthy Communities	\$2,500
BR 08-14 Health – General Health	\$17,530
BR 09-14 Health – Triple P Program	\$93,985

4  
5 Commissioner Byrd made a motion to approve the presented budget revisions. Mr. Pugh seconded  
6 the motion. The motion passed on the following vote: Ayes – Byrd, Pugh, and Swindell; Nays –  
7 None; Absent or not voting – Tunnell, Fletcher.

8 **Management Reports:**

9 **Commissioner Byrd :** Nothing to report.

10 **Commissioner Pugh:** Attended the Vidant Meeting on October 10, 2013, as well as the Airport  
11 Committee, Albemarle Commission, and Southern Albemarle Association meetings, and the UAV  
12 flight event at the Airport.

13 **Commissioner Swindell:** Attended the Hyde County Board of Commissioners and Board of  
14 Education joint meeting and the UAV flight event.

15 **Manager's Update:**

16 **Silver Lake Mooring Field** - Met with various residents & business owners that would be directly  
17 affected by the mooring field. He has decided to not move forward with the idea of the mooring  
18 field.

19 **NC DOT/Ferries – Meeting with Malcolm Fearing & Jed Dixon** – Stated that Mr. Fearing has  
20 been great in assisting with the ferry toll issues. Said he has been given a lot of latitude to figure out  
21 how to make the ferries make more money. Said the Planner/Economic Developer and Transit  
22 Director have been working closely with him to explore options.

23 **FEMA Update** – Will be going to Washington D.C. in December to meet with Senators Burr and  
24 Hagan and Congressman Jones to garner support in receiving our FEMA reimbursement.

25 **Golden LEAF Grant Application** – Submitted a request for invitation to apply for a grant from the  
26 Golden LEAF Foundation for \$1.5 million to put into the Revolving Loan Fund for Hyde County  
27 businesses. Said Hyde County will be notified of an invitation to apply on Friday, November 8,  
28 2013. June 2014 will be the final announcement of award.

29 **Lake Mattamuskeet National Wildlife Refuge** – On November 18, 2013 there will be a meeting  
30 of the Lake Mattamuskeet steering committee.

31 **Albemarle Commission At-Large Appointment** – Received a letter saying the Albemarle  
32 Commission needs an at-large member appointed from Hyde County that is not a commissioner  
33 member. Asked the Board to be considering nominations.

34 **Public Comments:**

35 Chairman Swindell called for comments from the public.

36 Mike Adams, Engelhard – Holds one of the leases to Davis School. In regards to burdens of  
37 building, he says Davis High Ventures pays utilities. Says he understands that the County pays the  
38 insurance on the buildings. He says the volunteer hours have been calculated, and would equal the  
39 cost burden on the County. He asked that the Board keep in mind that selling the property would be  
40 taking away a major part of the community. Commissioner Pugh then asked Mr. Adams to provide  
41 a list of functions and events held there. Commissioner Byrd said that Davis is going to be a part of

1 the Recreation initiative for Hyde County. He also said that there is no recreation for youth in Hyde  
2 and that facility would be a great asset.

3 There being no further comments from the public, Chairman Swindell continued the meeting.

4 **Adjourn**

5 With no further business, Commissioner Byrd made a motion to adjourn the meeting. Mr. Pugh  
6 seconded the motion. The motion passed on the following vote: Ayes – Byrd, Pugh, Swindell and;  
7 Nays – None; Absent or not voting – Tunnell, Fletcher.

8 The meeting adjourned at 7:30p.m.

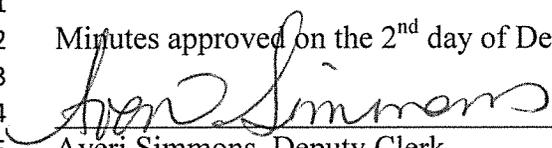
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10 Respectfully submitted:

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12 Minutes approved on the 2<sup>nd</sup> day of December, 2013.

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15 \_\_\_\_\_  
16 Averil Simmons, Deputy Clerk

16 Hyde County Board of Commissioners

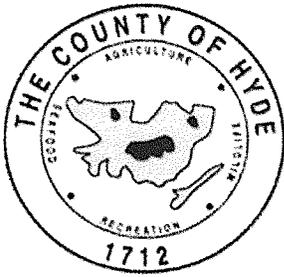
14   
15 \_\_\_\_\_  
16 Barry Swindell, Chair

16 Hyde County Board of Commissioners



17 Attachments:

18 Exhibit A: *Resolution "Public Transportation Program"*



BOARD OF COMMISSIONERS  
OF THE COUNTY OF HYDE  
NORTH CAROLINA

RESOLUTION  
PUBLIC TRANSPORTATION PROGRAM

WHEREAS, Article 2B of Chapter 136 of the North Carolina General Status and the Governor of North Carolina have designated the North Carolina Department of Transportation (NCDOT) as the agency responsible for administering federal and state public transportation funds; and

WHEREAS, the North Carolina Department of Transportation will apply for a grant from the US Department of Transportation, Federal Transit Administration and receives funds from the North Carolina General Assembly to provide assistance for public transportation projects; and

WHEREAS, the purpose of the Section 5310 program is to improve mobility for seniors and individuals with disabilities throughout the country, by removing barriers to transportation services and expanding the transportation mobility options available. Toward this goal, FTA provides financial assistance for transportation services planned, designed, and carried out to meet the special transportation needs of seniors and individuals with disabilities in all area.

WHEREAS, NCDOT has been designated as the State agency with principle authority and responsibility for administering the Section 5310 Program for small urbanized and rural areas; and

WHEREAS, County of Hyde-Office of the Accountant (Hyde County Health Department) hereby assures and certifies that it will comply with the federal and state statutes, regulations, executive orders, and all small administrative requirements related to the applications made to and grants received from the Federal Transit Administration, as well as the provisions of Section 1001 of Title 18, U.S.C.

NOW, THEREFORE, be it resolved that the **Health Director** of the **County of Hyde-Office of the Accountant (Hyde County Health Department)** is hereby authorized to submit a grant for federal and state funding, provide the required local match, make the necessary assurances and certifications and be empowered to enter into an agreement with the NCDOT to provide public transportation services.

I, **Barry Swindell**, Chairman of the **Hyde County Board of Commissioners**, do hereby certify that the above is true and correct copy of an excerpt from the minutes of a meeting of the **Hyde County Board of Commissioners** duly held on the 4<sup>th</sup> day of **November, 2013**.

Barry Swindell  
Signature of Certifying Official

Nov. 4, 2013  
Date

\*Note that the authorized official, certifying official, and notary public should be three separate individuals.

Seal Subscribed and sworn to me (date) Nov. 4, 2013

Notary Public Signature Tammy B Blake

Tammy B Blake  
Printed Name and Address  
PO Box 188, Swan Quarter, NC 27885

My commission expires (date) Dec. 6, 2014

