

Halifax County Board of Commissioners

Vernon J. Bryant, Chairman
J. Rives Manning, Jr., Vice-Chairman
Carolyn C. Johnson
Linda A. Brewer
Marcelle O. Smith
T. Patrick W. Qualls



Tony N. Brown
County Manager
Andrea H. Wiggins
Clerk to the Board
M. Glynn Rollins, Jr.
County Attorney

Monday July 13, 2020 Regular Meeting 9:30 AM

Halifax County Historic Courthouse
10 North King Street, Post Office Box 38, Halifax, North Carolina 27839
252-583-1131/Fax: 252-583-9921
www.halifaxnc.com

The mission of the Halifax County Board of Commissioners is to provide leadership and support for an effective county government that seeks to enhance the quality of life for the people of Halifax County.

Call to Order

Chairman Vernon J. Bryant

Invocation and Pledge of Allegiance

Adoption of the Agenda

Conflict of Interest

Chairman Vernon J. Bryant

In accordance with the Halifax County Board of Commissioners Rules of Procedures and N. C. G. S. Sec.153A-44, it is the duty of every member present to vote on all matters coming before the Board, unless there is a conflict of interest as determined by the Board or by law. Does any Board member have any known conflict of interest with respect to any matters coming before the Board today? If so, please identify the conflict and the remaining Board members will vote to consider the requested excuse.

1. Consent Agenda

County Commissioners

- A. Approval of Minutes
- B. Budget Amendments
- C. Property Tax Releases - June 2020
- D. 2020-2022 Holiday Schedule
- E. 2020 Seniors Farmers Market Nutrition Program
- F. 2020 SHIP Medicare Improvements for Patients and Providers Act Grant

2. Special Recognitions

- A. Retirement Resolution - Arthur Whitehead, Cooperative Extension
- B. Special Recognition of Lt. Steven Casey and Sgt. Harold Phillips

County Commissioners

S. Wes Tripp, Sheriff

3. Public Comment Period N. C. G. S. 153A - 52.1

- A. Public Comment Period

4. Public Hearing

- A. Proposed Economic Development Incentives - Project Kitch

Cathy A. Scott, Economic Development Director

5. Agenda Item

- A. North Carolina Department of Transportation, Division of Highways, Request for the Abandonment of Hamill Road from the State Maintained Secondary Road System

**Allen W. Johnson, North Carolina
Department of Transportation**

6. Action on Public Hearing

- A. Proposed Economic Development Incentives - Project Kitch

County Commissioners

7. Agenda Items

- A. Removal of Tablet Commemorating Confederate Brigadier General Junius Daniel
B. 2019 Property Tax Settlement, Report of Insolvents and Order for the Tax Collector to Collect Property Taxes
C. 2020 BVP Grant
D. Child Fatality Prevention Team Annual Report
E. Accounts Receivable Write-Offs
F. Sale of County Property at 1027 E. 10th St., Roanoke Rapids, by Offer and Upset Bid

Rodney D. Pierce

Doris Hawkins, Tax Collector

S. Wes Tripp, Sheriff

Bruce L. Robistow, Health Director

Mary W. Duncan, Finance Director

M. Glynn Rollins, Jr., County Attorney

8. Board Appointments

- A. Board Appointments

County Commissioners

9. Economic Development Report

10. County Manager's Report

- A. Retirement Resolution - Dora A. Carter, Department of Social Services
B. NCACC Annual Conference - Designation of Voting Delegate
C. Easter Seals Request

Tony N. Brown, County Manager

Tony N. Brown, County Manager

Tony N. Brown, County Manager

11. County Attorney's Report

- A. Approval of Commercial Tower License Agreement with CloudWyze

M. Glynn Rollins, Jr., County Attorney

12. Other Business

County Commissioners

13. Closed Session

County Commissioners

- A. Approval of Closed Session Minutes

14. Adjourn Until the August 10, 2020 Regular Meeting at 9:30 A. M.

County Commissioners

*Accommodations for individuals with disabilities may be arranged by contacting
the County Manager's office at 252-583-1131 at least 48 hours prior to the meeting.*



AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

FROM: Andrea H. Wiggins, MMC, Clerk to the Board/Assistant to the County Manager

SUBJECT: Approval of Minutes

DATE: July 13, 2020 Regular Meeting

SUPPORTING INFORMATION:

Attached, please find draft minutes for your review.

ATTACHMENTS:

Description

- ▢ April 6, 2020 Board of Equalization and Review Meeting
- ▢ April 6, 2020, Regular Meeting
- ▢ April 20, 2020 Regular Meeting
- ▢ April 27, 2020 Regular Meeting
- ▢ May 11, 2020 Board of Equalization and Review Meeting
- ▢ May 11, 2020 Regular Meeting
- ▢ May 18, 2020 Regular Meeting

TOTAL COST:

COUNTY COST:

REQUEST: Approve the draft minutes.

**MINUTES
HALIFAX COUNTY
BOARD OF EQUALIZATION AND REVIEW MEETING
APRIL 6, 2020**

***Note to Reader:** Although the printed agenda document for this Board meeting is not part of these minutes, the agenda document provides background information on most all of the items discussed by the Board at this meeting. The Clerk to the Board maintains the agenda document in accordance with the laws of North Carolina. One may see a copy of the agenda for this meeting by contacting the Clerk to the Board.*

The Halifax County Board of Commissioners held a Board of Equalization and Review Meeting on Monday, April 6, 2020, at 9:30 A. M. in the Historic Courthouse, Halifax, North Carolina.

PRESENT: Honorable J. Rives Manning, Jr., Vice Chairman
Honorable Marcelle O. Smith
Honorable Vernon J. Bryant, Chairman
Honorable T. Patrick W. Qualls
Honorable Linda A. Brewer

OTHERS: Tony N. Brown, County Manager
Doris B. Hawkins, Halifax County Tax Coordinator and Collector
Andrea H. Wiggins, MMC, Clerk to the Board/Assistant to the County Manager
M. Glynn Rollins, Jr., County Attorney
Dia H. Denton, Deputy County Manager
Mary W. Duncan, Finance Director
Michelle F. Moseley, Paralegal

ABSENT: Honorable Carolyn C. Johnson
C. Shane Lynch, Clerk to the Board of Equalization and Review

1. Oath of Office

Andrea H. Wiggins, Clerk to the Board/Assistant to the County Manager, administered the oath of office to the Board of Equalization and Review members (See Attachment A).

2. Call to Order

Chairman Bryant called the meeting to order and read the public notice regarding the Halifax County Board of Equalization and Review limited attendance availability pursuant to the Governor's Executive Order 121 in response to the Coronavirus Disease 2019 (Covid-19) Pandemic.

3. Conflict of Interest

Commissioner Smith stated that Reginald Harrell and his father were member of the Tillery Volunteer Fire Department of which he served as Fire Chief. There were no conflicts of interest noted by any member of the Board.

4. Board of Equalization and Review Appeals Presentation

A. Reginald Harrell, Parcel 0601709, Late Present Use Value Application

Doris B. Hawkins, Halifax County Tax Coordinator and Collector, addressed the Board stating that applications for present use value must be filed during the regular listing period, or within 30 days of a notice of a change in valuation, or within 60 days of a transfer of the land. The County listing period was from January 1, 2020 until February 14, 2020. Mr. Harrell visited the Tax Department on February 27, 2020 to submit his present use value application for parcel 0601709. Mr. Harrell was advised that his application was late and that he would have to request that it be approved by the Board. Mr. Harrell explained that he thought his father had submitted the application timely; however, his father had health issues. Mr. Harrell chose to submit a late application for 2020 for parcel 0601709. The letter from Mr. Harrell and the N. C. G. S. §105-277.4(a1) which addressed the late application process was provided for the Board's review. Approval from the Board of Equalization and Review to accept the late application for the 2020 tax year was the only recourse Mr. Harrell had to receive present use value on parcel 0601709. The property owner met the present use value requirements and had the application been received on time it would have been approved. If approved, Reginal Harrell was aware that the application was only for 2020 and that he would have to submit a timely application for 2021.

Commissioner Manning moved to approve the late present use value application regarding Reginald Harrell, parcel 0601709. Commissioner Smith seconded the motion, which passed unanimously by voice vote.

B. Betty Shearin Davis, Parcel 1202097, Late Present Use Value Application

Doris B. Hawkins, Halifax County Tax Coordinator and Collector, addressed the Board stating that applications for present use value must be filed during the regular listing period, or within 30 days of a notice of a change in valuation, or within 60 days of a transfer of the land. The County listing period was from January 1, 2020 until February 14, 2020. Ms. Davis visited the Tax Department on March 6, 2020 and was informed about the present use value program. Ms. Davis was advised that her application for parcel 1202097 would be late for 2020 and that she would have to request that it be approved by the County Board. Ms. Davis submitted an application. The letter and the N. C. G. S. §105-277.4(a1) which addressed the late application issue was provided for the Board's review. Approval from the Board of Equalization and Review to accept the late application for the 2020 tax year was the only recourse Ms. Davis had to receive present use value on parcel 1202097. The property owner met the present use value requirements and had the application been received on time it would have been approved. If approved, Ms. Davis was aware that the application was only for 2020 and that she would have to submit a timely application for 2021.

Commissioner Brewer moved to approve the late present use value application for Betty Shearin Davis, parcel 1202097. Commissioner Qualls seconded the motion, which passed unanimously by voice vote.

C. Ralph M. Leggett, Jr., Parcel 0801214, Late Present Use Value Application

Doris B. Hawkins, Halifax County Tax Coordinator and Collector, addressed the Board stating that applications for present use value must be filed during the regular listing period, or within 30 days of a notice of a change in valuation, or within 60 days of a transfer of the land. The County listing period was from January 1, 2020 until February 14, 2020. Mr. Leggett called the Tax Department in early March in response to the present use value audit. Mr. Leggett realized that one of his parcels had not been included in the audit and then was informed that it had never received present use value. Mr. Leggett was advised that an application for parcel 0801214 would be late for 2020 and that he would have to request that it be approved by the County Board. Mr. Leggett submitted an application. The letter from Mr. Leggett and the N. C. G. S. §105-277.4(a1) which addressed the late application process was provided for the Board's review. Approval from the Board of Equalization and Review to accept the late application for the 2020 tax year was the only recourse Mr. Leggett had to receive present use value on parcel 0801214. The property owner met the present use value requirements and had the application been received on time it would have been approved. If approved, Mr. Leggett was aware that the application was only for 2020 and he would have to submit a timely application for 2021.

Commissioner Smith moved to approve the late present use value application regarding Ralph M. Leggett, Jr., parcel 0801214. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

5. Recess until May 11, 2020 at 9:30 A. M.

Commissioner Qualls moved to recess the Board of Equalization and Review Meeting until May 11, 2020 at 9:30 A. M. Commissioner Manning seconded the motion, which passed unanimously by voice vote.

Vernon J. Bryant, Chairman
Halifax County Board of Commissioners

Andrea H. Wiggins, MMC, NCCCC, Clerk to the Board
Halifax County Board of Commissioners

STATE OF NORTH CAROLINA
COUNTY OF HALIFAX



OATH

Halifax County Board of Equalization and Review

Do you solemnly swear that you will support and maintain the constitution and laws of the United States, and the Constitution and laws of North Carolina not inconsistent therewith, and that you will faithfully discharge the duties of your office as a member of the Board of Equalization and Review of Halifax County, North Carolina, and that you will not allow your actions as a member of the Board of Equalization and Review to be influenced by personal or political friendships or obligations, so help you God.

All of the members answered in the affirmative and signed below signifying their acceptance of the oath on April 6, 2020.

J. Rives Manning, Jr.

Carolyn C. Johnson

Marcelle O. Smith

Vernon J. Bryant

T. Patrick W. Qualls

Linda A. Brewer

**MINUTES
HALIFAX COUNTY
BOARD OF COMMISSIONERS
REGULAR MEETING
APRIL 6, 2020**

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The Halifax County Board of Commissioners held a Regular Meeting on Monday, April 6, 2020, at 9:30 A. M. in the Historic Courthouse, Halifax, North Carolina.

PRESENT: Honorable J. Rives Manning, Jr., Vice Chairman
Honorable Marcelle O. Smith
Honorable Vernon J. Bryant, Chairman
Honorable T. Patrick W. Qualls
Honorable Linda A. Brewer

OTHERS: Tony N. Brown, County Manager
Andrea H. Wiggins, MMC, Clerk to the Board/Assistant to the County Manager
M. Glynn Rollins, Jr., County Attorney
Cathy A. Scott, Economic Development Director
Dia H. Denton, Deputy County Manager
Mary W. Duncan, Finance Director
Michelle F. Moseley, Paralegal

ABSENT: Honorable Carolyn C. Johnson

Call to Order

Chairman Bryant called the meeting to order and read the public notice regarding the Halifax County Board of Commissioners limited attendance availability pursuant to the Governor's Executive Order 121 in response to the Coronavirus Disease 2019 (Covid-19) Pandemic.

Invocation and Pledge of Allegiance

Chairman Bryant provided the invocation and the Pledge of Allegiance was then recited.

Adoption of the Agenda

Commissioner Manning requested that he be allowed to read Item 1C. Proclamation in Support of the Sons of the American Revolution Observance of the Adoption of the Halifax Resolves.

Commissioner Smith moved to approve the agenda as amended. Commissioner Qualls seconded the motion, which passed unanimously by voice vote.

Conflict of Interest

There was no conflict of interest noted by any member of the Board.

1. Consent Agenda

After Commissioner Manning read the amended proclamation in support of the Sons of the American Revolution observance of the adoption of the Halifax Resolves, Commissioner Smith moved to approve the following items on the consent agenda. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

A. Budget Amendments

Mary W. Duncan, Finance Director, requested that the Board approve a list of budget amendments, which is attached to these minutes as Attachment A.

B. Property Tax Refunds and Releases - March 2020

Doris B. Hawkins, Halifax County Tax Coordinator and Collector, requested that the Board approve the property tax refunds and releases in accordance with N. C. G. S. §105-380 and N. C. G. S. §105-381.

C. Proclamation in Support of the Sons of the American Revolution Observance of the Adoption of the Halifax Resolves

Geoffrey S. Pittard, President of the Halifax Resolves Chapter, North Carolina Sons of the American Revolution, requested that the Board approve the proclamation in support of the Sons of the American Revolution Observance of the Adoption of the Halifax Resolves, which is attached to these minutes as Attachment B.

D. Special Recognition - Reverend Jeremiah Webb's 90th Birthday

Chairman Bryant requested that the Board approve the letter of special recognition in honor of Reverend Jeremiah Webb's 90th Birthday.

E. Resolution Honoring Halifax County Centenarian Marie Adkins Berry

Chairman Bryant requested that the Board approve the resolution honoring Halifax County Centenarian, Marie Adkins Berry, which is attached to these minutes as Attachment C.

F. 2021 North Carolina Heritage Award Recommendation - Napoleon Hill

Chairman Bryant requested that the Board approve a letter recommending Napoleon Hill for the 2021 North Carolina Heritage Award.

2. Public Comment Period N. C. G. S. §153A - 52.1

There were no public comments.

3. Agenda Items

A. Audit Contract for Fiscal Year Ending June 30, 2020

Mary W. Duncan, Finance Director, addressed the Board stating that this was the third year of the contract with Mauldin and Jenkins, LLC, and that lengthy conversations were held regarding the necessity of meeting the October 31, 2020 filing deadline as set forth by the North Carolina Treasurer's Office. It was recommended that the Board award the Audit Contract for Fiscal Year Ending June 30, 2020 to Mauldin and Jenkins, LLC, in the amount of \$61,500.

Commissioner Brewer moved to award the Audit Contract for Fiscal Year Ending June 30, 2020 to Mauldin and Jenkins, LLC, in the amount of \$61,500. Commissioner Qualls seconded the motion, which passed unanimously by voice vote.

B. FY 2020-2021 Fee Schedule

Mary W. Duncan, Finance Director, addressed the Board and presented the proposed amendments to the FY 2020-2021 Fee Schedule. It was requested that the Board approve the amended FY 2020-2021 Fee Schedule.

Commissioner Qualls moved to approve the amendments to the FY 2020-2021 Fee Schedule. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

C. Coronavirus Disease 2019 Update

Bruce Robistow, Health Department Director, provided a brief presentation regarding the Coronavirus Disease 2019 (Covid-19) Pandemic. The County had 10 confirmed cases of the Coronavirus and no deaths. He applauded the efforts of community organizations that were working together during the pandemic. He recommended that everyone do their part to minimize the spread of COVID-19 as follows: Stay at home when possible. Wash hands frequently for at least 20 seconds. Practice social distancing. Disinfect commonly used surfaces.

4. Other Business

A. Juvenile Crime Prevention Council Board Appointment

Commissioner Smith moved to appoint Stephanie Smith to fill the unexpired term of Doris Mack on the Juvenile Crime Prevention Council, term expiring January 31, 2021. Commissioner Qualls seconded the motion, which passed unanimously by voice vote.

B. Request to Temporarily Waive the Daily Deposit Requirement

Mary W. Duncan, Finance Director, requested that the Board temporarily waive the daily deposit requirement from \$250 to \$500. The Finance Department would be responsible for collecting and depositing funds from each department.

Commissioner Qualls moved to approve the request to temporarily waive the daily deposit requirement from \$250 to \$500. Commissioner Smith seconded the motion, which passed unanimously by voice vote.

C. Halifax County Board of Commissioners Meeting Limited Public Attendance

M. Glynn Rollins, County Attorney, addressed the Board stating that staff would be meeting to consider how to accommodate the public and speakers during the Halifax County Board of Commissioners Meetings regarding the COVID-19 pandemic. The attendance in the Board Meeting Room would be limited; therefore, those parties scheduled to address the Board would be required to wait in the hallway outside the meeting room to be called. The capacity in the hallway would be limited to 10 people and social distancing would be observed. When called, no more than three people would be allowed to enter the meeting room and social distancing would be observed. A live audio feed of the meeting would be available in the Old Commissioners Building and the capacity in that space would be limited to 10 people. Additionally, there would be a live audio feed available on the County website.

5. Closed Session

Commissioner Brewer moved that Closed Session be entered pursuant to N. C. G. S. §143-318.11(a) to discuss (3) Legal and (4) Economic Development Matters. Commissioner Qualls seconded the motion, which passed unanimously by voice vote.

Commissioner Qualls moved to return to Regular Session. Commissioner Smith seconded the motion, which passed unanimously by voice vote.

6. Adjourn until the April 20, 2020 Regular Meeting

With there being no further matters to come before the Board, Commissioner Smith moved to adjourn the meeting until the April 20, 2020 Regular Meeting at 5:30 P. M. in the Historic Courthouse. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.


Vernon J. Bryant, Chairman
Halifax County Board of Commissioners

Andrea H. Wiggins, MMC, NCCCC, Clerk to the Board
Halifax County Board of Commissioners

Attachment A

Budget Amendments	Fiscal Year 19 - 20	April 6, 2020
1	Sheriff - Budget insurance claim reimbursement for 2 incidents: 1 at-fault motor vehicle accident and 1 not at-fault	\$ 6,989.17
2	Sheriff - Budget insurance claim reimbursement for 2 incidents: 1 at-fault motor vehicle accident and 1 not at-fault	2,990.50
3	DSS - LIEAP - increase budget per Funding Authorization #4 effective 3-9-20	19,855.00
4	DSS - CRISIS - increase budget per Funding Authorization #6 effective 10-31-19	37,465.00
5	EMS - Budget two insurance claim reimbursements; both for not at-fault accidents	2,117.25
6	Lottery - Public School Capital Building Fund - Close project and return sales tax reimbursement to fund	2,258.00

Approved: April 6, 2020



Vernon J. Bryant
Chairman

Attachment B



Proclamation

*In Support of The Sons of The American Revolution
Observance of The Adoption of The Halifax Resolves*

Whereas, the stated purposes of the National Society, Sons of the American Revolution include: (1) "To perpetuate the memory of the people and events of the American Revolution" and (2) "To maintain and extend the institutions of American freedom"; and

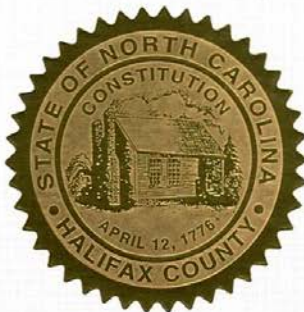
Whereas, the fourth North Carolina Provincial Congress convened on April 4, 1776 in Halifax to determine the direction the colony would take concerning independence; and

Whereas, on April 12, 1776, the appointed committee, under the leadership of Cornelius Harnett, crafted a document that determined not only the direction the colony of North Carolina would take, but also that of all the thirteen colonies; and

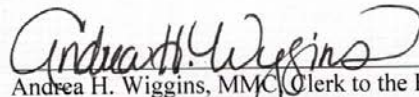
Whereas, this document, known as the Halifax Resolves, read in part "Resolved, that the delegates for this Colony in the Continental Congress be empowered to concur with the delegates of the other Colonies in declaring independency, and forming foreign alliances, reserving to this Colony the sole and exclusive rights of forming a Constitution and laws for this Colony, and of appointing delegates from time to time (under the direction of the general representation thereof), to meet the delegates of the other Colonies for such purposes as shall be hereafter pointed out." This document paved the way for the writing of the Declaration of Independence.

Now, Therefore, Be It Proclaimed, that the Halifax County Board of Commissioners, in the State of North Carolina, is fully in support of the Halifax Resolves Chapter, North Carolina Society, Sons of the American Revolution's efforts to commemorate the adoption of this historic document on April 12, 2020.

Be It Further Proclaimed, that a copy of this proclamation be spread upon the minutes of the Halifax County Board of Commissioners this 6th day of April, 2020.




Vernon J. Bryant, Chairman
Halifax County Board of Commissioners


Andrea H. Wiggins, MM Clerk to the Board
Halifax County Board of Commissioners



*Resolution
in Honor of Halifax County Centenarian
Marie Adkins Berry*

Whereas, Marie Adkins Berry was born on April 1, 1920 and was raised on a farm in the Darlington region of Halifax County, North Carolina; and

Whereas, Marie attended Aurelian Springs School and graduated in 1939. She then married the late Clifford Berry on December 15, 1939 and was blessed with two children, Patricia B. Smith and Steve D. Berry. She is the proud grandmother of three grandchildren and six great-grandchildren; and

Whereas, a centenarian is a person who lives to or beyond the age of 100 years; and

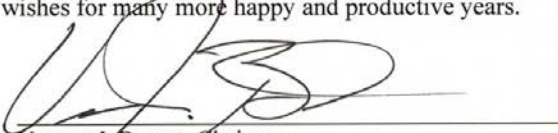
Whereas, Halifax County recognizes the contributions of senior citizens to our community and the important role they serve in our society; and

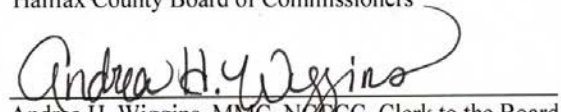
Whereas, Halifax County senior citizens have earned the respect and admiration of all the citizens of the County for their knowledge, wisdom, and community spirit and for how they enrich the lives of those around them through their joyous and sincere love for others and through their quiescent charm and wisdom which comes only from a fullness of years.

Now, Therefore, Be It Resolved, that the Halifax County Board of Commissioners publicly recognizes those who have reached such a remarkable age and who have witnessed and celebrated the innovations, cultural developments, and awesome achievements of this country during the last century, while themselves contributing to the growth and excellence of this great Nation, State, and County and does hereby deem it an honor and a pleasure to extend to centenarians in Halifax County sincere congratulations and best wishes for many more happy and productive years.

This the 6th day of April, 2020.




Vernon J. Bryant, Chairman
Halifax County Board of Commissioners


Andrea H. Wiggins, MMC, NCJCC, Clerk to the Board
Halifax County Board of Commissioners

**MINUTES
HALIFAX COUNTY
BOARD OF COMMISSIONERS
REGULAR MEETING
APRIL 20, 2020**

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The Halifax County Board of Commissioners held a Regular Meeting on Monday, April 20, 2020, at 5:30 P. M. in the Historic Courthouse, Halifax, North Carolina.

PRESENT: Honorable J. Rives Manning, Jr., Vice Chairman
Honorable Carolyn C. Johnson
Honorable Marcelle O. Smith
Honorable Vernon J. Bryant, Chairman
Honorable T. Patrick W. Qualls
Honorable Linda A. Brewer

OTHERS: Tony N. Brown, County Manager
Andrea H. Wiggins, MMC, Clerk to the Board/Assistant to the County Manager
M. Glynn Rollins, Jr., County Attorney
Cathy A. Scott, Economic Development Director
Dia H. Denton, Deputy County Manager
Mary W. Duncan, Finance Director
Michelle F. Moseley, Paralegal

Call to Order

Chairman Bryant called the meeting to order.

Invocation and Pledge of Allegiance

Commissioner Qualls provided the invocation and the Pledge of Allegiance was then recited.

Adoption of the Agenda

Chairman Bryant requested that Item 4. Closed Session be added to the agenda and that all other items be listed subsequently.

Commissioner Brewer moved to approve the agenda as amended. Commissioner Smith seconded the motion, which passed unanimously by voice vote.

Conflict of Interest

There were no conflicts of interest noted by any member of the Board.

Amended Public Notice Coronavirus Pandemic, COVID-19

Chairman Bryant read the amended public notice regarding the Halifax County Board of Commissioners limited public attendance availability at the Commissioners Meeting. Consistent with Executive Order 121, issued by the Governor on March 27, 2020, related to the COVID-19 pandemic, attendance in the meeting room would be limited. For this reason, those parties scheduled to address the Board about budget requests would be required to wait in the hallway outside the meeting room to be called. Capacity in the hallway would be limited to 10 people and social distancing would be observed. When called, no more than three people would be allowed to enter the meeting room and social distancing would be observed. Otherwise, public attendance in the meeting room and the hallway would not be allowed. A live audio feed of the meeting would be available in the Old Commissioners Building, located adjacent to the Historic Courthouse; however, the capacity in that space would be limited to 10 people. Additionally, the live audio feed would also be available on the County website at www.halifaxnc.com.

1. Agenda Item

A. Halifax County Public Library Quiz Bowl Awards

Brenda Faithful, Library Director, thanked the Board for supporting the Halifax County Public Library Quiz Bowl. The winners of the Quiz Bowl were as follows: First Place Roanoke Rapids High School \$600 and Second Place Halifax Academy \$400.

2. FY 2020-2021 Budget Discussions

A. FY 2020-2021 Budget Discussions

Mary W. Duncan, Finance Director, addressed the Board and reviewed the History of Fund Balance for the years 2012 - 2019. The Total Fund Balance as of June 30, 2019 was in the amount of \$35,185,027 or 59.54%. The Assigned Fund Balance was in the amount of \$1,275,502; Unassigned Fund Balance was in the amount of \$13,701,295 or 23.18%. The total expenditures in the amount of \$1,332,870 and the Estimated Unassigned Fund Balance was in the amount of \$12,368,425 or 20.93%. The FY 2021 Budgeted Revenues by category consisted of the following: Ad Valorem and Penalties \$28,291,782; Other Taxes and License \$10,719,000; Unrestricted Intergovernmental \$257,000; Restricted Intergovernmental \$733,700; Permits and Fees \$1,292,200; Sales and Services \$1,430,835; Interest \$400,000; Miscellaneous \$134,100; Grants \$122,823; FY 2019 Fund Balance \$1,100,000, which totaled \$44,481,440. Budgeted Expenses included the following: Operating Budget 41,864,118 and Capital Budget \$2,617,322, which totaled \$44,481,440.

B. School System Allocations

Dia H. Denton, Deputy County Manager, addressed the Board and provided a brief report regarding the Halifax County School Units Estimates for FY 2020-2021, which included the current expense regarding revenue as follows: Local Current Expense Appropriation \$5,352,231; ABC Profits Estimate \$50,000; Fines and Forfeitures Estimate \$185,000; Total Current Expense Appropriations \$5,587,231; Budget Requests \$5,703,554 for a difference in the total amount of (\$116,323). The student per capita was 7,268 based on the total student population including charter school population estimates. The Capital Outlay was as follows: Capital Outlay Appropriation \$747,540; Capital Outlay Article 44 \$450,000; Total Capital Outlay Appropriations \$1,197,540; Budget Requests \$4,746,100 for a difference in the amount of (\$3,548,560); Enfield School Debt Service \$1,010,913; Manning Elementary School Debt Service \$1,608,789; Roanoke Rapids Graded School District-QSCB Debt Service to be deducted from capital outlay totaled \$107,857; Weldon City Schools-QSCB Debt Service to be deducted from capital outlay totaled \$58,077; and Roanoke Rapids Graded School District-QZAB Debt Service to be deducted from capital outlay totaled \$89,500 for a total debt service in the amount of \$2,875,136. The current expense per capita for FY 2020-2021 was in the amount of \$743.29.

C. Taxing District Rate Requests and Fire Department Allocations

Dia H. Denton, Deputy County Manager, addressed the Board stating that a letter was sent to each taxing district requesting a response regarding their tax rate request for FY 2020-2021. Because revaluation was completed this year, each taxing district was sent information including their current rate and the revenue neutral rate due to value changes in their district. There were four fire tax districts requesting rate increases and both school taxing districts were requesting increases as follows: Arcola Fire Tax District FY 2019-2020 Rate 0.0677, Revenue Neutral Rate 0.0632, and FY 2020-2021 Requested Rate 0.0677. Davie Fire Tax District FY 2019-2020 Rate 0.0945, Revenue Neutral Rate 0.0908, and FY 2020-2021 Requested Rate 0.0945. Scotland Neck Fire Tax District FY 2019-2020 Rate 0.069, Revenue Neutral Rate 0.0658, and FY 2020-2021 Requested Rate 0.069. Weldon Fire Tax District FY 2019-2020 Rate 0.0894, Revenue Neutral Rate 0.0859, and FY 2020-2021 Requested Rate 0.09. The FY 2021 Fire Department allocations for each of the 11 fire departments were in the amount of \$7,000; with the exception of Halifax Fire and Rescue that received an additional \$2,000 due to the number of government owned buildings in its district for a total amount of \$79,000. The School Tax Districts that requested increases were as follows: Halifax County Schools FY 2019-2020 Rate 0.10, Revenue Neutral Rate 0.0952, and FY 2020-2021 Requested Rate 0.10. Weldon City Schools FY 2019-2020 Rate 0.20, Revenue Neutral Rate 0.1934, and FY 2020-2021 Requested Rate 0.20. The districts that were requesting increases were asked to attend the meeting to provide justification and answer questions. It was requested that the Board provide guidance on how to proceed with the rate request made by the individual taxing districts and staff would adjust rates per the direction from the Board.

Dr. Eric Cunningham, Halifax County Schools Superintendent, addressed the Board stating that the Halifax County Schools Board of Education during its March 16, 2020 Meeting approved his presentation and that his budget request was geared to meet the needs of all students, which included students that required more services to address their basic needs.

Halifax County Schools Board of Education was requesting the current rate of 0.10 remain the same and requested assistance regarding three matters as follows: 1. The proliferation of charter schools in Halifax County and under funding of the Exceptional Children Department. 2. The Halifax County Schools had 381 exceptional students. The State cap for funding exceptional children was 12.75; however, Halifax County Schools had a 15.3 cap that was a deficit of 2.55, which totaled 64 students or \$358,879.36 of which Halifax County Schools did not receive funding. 3. The Exceptional Children Department Budget had the greatest need and funding was requested to cover the deficit.

Dr. Jerry V. Congleton, Weldon City Schools Interim Superintendent, addressed the Board and requested that the current tax rate remain at 0.20 due to a dwindling fund balance, aging facilities, and the impact of COVID-19 that could cost additional funds in regards to delivering meals, remote learning and teaching, technology, and technology enhancement.

David Padgett, Davie Fire Department Chief, addressed the Board and requested that the current tax rate 0.0945 remain the same as there was a need to hire employees to work during the day, the call volume had increased, trucks and equipment were getting older, and would like to continue the free fire detector program.

Debby Hopkins, Scotland Neck Fire Department Chief, addressed the Board and requested that the current tax rate remain at 0.069 that was only \$3,822, which was less than half of the cost of one air pack that was \$7,000. The tax rate of the Scotland Neck Fire Department was the lowest in Halifax County.

Dr. Mike Williams, Town of Weldon Administrator, Weldon Fire Department, addressed the Board stating that the current tax rate was 0.0894 and the revenue neutral was 0.0859. It was requested that the rate be rounded to 0.09.

Dia Denton, Deputy County Manager, inquired on behalf of the Tax Department, if the Board would like to round the tax rate numbers for each district to a simplified tax rate and to make a determination regarding the tax rate request at this meeting. It was the consensus of the Board to provide direction during the April 27, 2020 Regular Meeting.

D. 12-Hour Crew for Scotland Neck EMS Station 3

Phil L. Ricks, Emergency Services Director, addressed the Board stating that the Halifax County EMS Station 3 in Scotland Neck had been unable to meet the 90% benchmark in responding to EMS calls in its service area. The crews from Halifax and Enfield were being dispatched to the Scotland Neck area in response to second and third out calls more than 10% of the time. The Halifax County EMS System had established a 90% benchmark as a measurement for 911 responses. It was understood that they were unable to respond to 100% of the calls 100% of the time. By measuring the six EMS stations, staff was able to analyze how responses were taking place and pinpoint areas of improvement. He provided information regarding the countywide call volume. Due to distance, it took more than 20 minutes to respond from Halifax or Enfield to a second out 911 call in the Scotland Neck area. The ambulances from Scotland Neck Station 3 routinely transported to Vidant Edgecombe Hospital in Tarboro that was

approximately 17 to 24 miles away, Vidant North in Roanoke Rapids was 24 to 26 miles away, and to UNC Nash Hospital in Rocky Mount was 24 to 26 miles away. Due to turn around time and return travel, the EMS crew may be out of their area for 1½ to 2 hours. Also, covering additional 911 calls during this time created delays in patient care and caused anxiety for 911 callers who were awaiting an ambulance. Mr. Ricks advised that EMS Field Supervisors were asked to respond to the Scotland Neck area when Station 3 was out on a call which reduced response time, but not the wait time for a transport unit. In 2012, the County added a 12-hour night crew in Enfield and the 80% to 85% benchmark before the crew was added had improved to 93% to 94%. Mr. Ricks provided information regarding adding a 12-hour crew, similar to Enfield in 2012. It was requested that the Board provide direction regarding whether to proceed with adding four positions to create a 12-hour crew at the EMS Station 3 in Scotland Neck.

E. FY 2020-2021 Budget Discussions

Tony N. Brown, County Manager, addressed the Board and provided the FY 2020-2021 Balanced Budget Summary. The projected revenues and projected expenses were in the amount of \$44,481,440 that included the following: maintained the basic support and current service levels for County departments; recurring and critical capital in each County department; average daily membership funding for each local school district; contingencies; additional floating holiday for the years that Christmas was on a Friday, Saturday, Sunday, or Monday; and funding to absorb increased benefit costs to include health 15% and retirement 1%. Article 44 funding for schools was in the amount of \$560,000 as follows: Halifax Community College \$110,000; Halifax County Schools \$150,000; Roanoke Rapids Graded School District \$150,000; and Weldon City Schools \$150,000. The Unassigned Fund Balance was in the amount \$12,368,425. The Local Government Commission Fund Balance as of June 30, 2019 was in the amount of \$35,185,027. The current tax rate was \$.77 per \$100 value. The revaluation revenue neutral rate was \$.735 per \$100 value. The \$.01 property tax gains \$330,000 in revenues.

The Capital Requests Summary was then reviewed. By having unused Fund Balance available to cover these costs such as unfinanced requirements, capital, etc., it negated the need to find a revenue stream to cover increased health and retirement expenses. The health and retirement increases were covered by the small growth in the budget. The previous year's unused Fund Balance covered the critical and urgent needs and approved unfinanced requirements. The Total Fund Balance made available was in the amount of \$1,117,449. The funded critical and urgent capital request consisted of the following: Jail mattresses; EMS Department stair chair and power load stretcher; ITS Department 30 personal computers, laptops, and tablets replacements due to Windows 10 upgrades, Sheriff Office tasers and body cameras; and 17 vehicles for 4-H Rural Life Center, Social Services Department, Health Department, Operations, Planning and Development Services, EMS, Public Utilities, Sheriff's Office, and Tax Office. The needed capital was in the amount of \$137,000 as follows: ES/EMS body armor that includes 7 ambulance kits and 7 QRVs \$40,000, Library outreach vehicle \$20,000, Health Department general storage building \$42,000, and Cooperative Extension Service and 4-H Rural Life van \$35,000. Additional considerations included the Sheriff Office vehicles with equipment in the amount of \$40,000.

The Employee Support Summary consisted of recurring expenses as follows: The

employee market adjustment was in the amount of \$155,000, per 1% increase. The employee pay-for-performance plan was in the amount of \$260,000. The one-time employee bonus was \$1,000 for fulltime employees and \$500 part-time employees in the amount of \$700,000. The cost of a classification and pay study would be needed in the near future at a cost in the amount of \$30,000 to \$60,000.

The FY 2020-2021 Outside Requests Summary consisted of the following: The outside requests that were received was in the amount of \$245,288.40. Staff recommendations were in the amount of \$319,786.40. The amount added by the Board was in the amount of \$21,700.

Mr. Brown provided the Board with six options that were only recommendations designed to be a starting point for discussion. After a brief discussion was held, it was the consensus of the Board to defer action regarding the proposed FY 2020-2021 Budget to provide an opportunity for the Board to further review the information that had been provided.

3. Other Business

There was no other business.

4. Closed Session

Commissioner Manning moved that Closed Session be entered pursuant to N. C. G. S. §143-318.11(a) to discuss (3) Legal Matters (4) Economic Development Matters. Commissioner Smith seconded the motion, which passed unanimously by voice vote.

Commissioner Qualls moved to return to Regular Session. Commissioner Smith seconded the motion, which passed unanimously by voice vote.

Commissioner Manning moved that the corporation discussed during Closed Session be advised that the County would amend the lease agreement to include a renewal option; however, there would be no further amendments to the lease. Commissioner Qualls seconded the motion, which passed unanimously by voice vote.

5. Adjourn until the April 27, 2020 Regular Meeting

With there being no further matters to come before the Board, Commissioner Smith moved to adjourn the meeting until the April 27, 2020 Regular Meeting at 5:30 P. M. in the Historic Courthouse. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

Vernon J. Bryant, Chairman
Halifax County Board of Commissioners

Andrea H. Wiggins, MMC, NCCCC, Clerk to the Board
Halifax County Board of Commissioners

**MINUTES
HALIFAX COUNTY
BOARD OF COMMISSIONERS
REGULAR MEETING
APRIL 27, 2020**

***Note to Reader:** Although the printed agenda document for this Board meeting is not part of these minutes, the agenda document provides background information on most all of the items discussed by the Board at this meeting. The Clerk to the Board maintains the agenda document in accordance with the laws of North Carolina. One may see a copy of the agenda for this meeting by contacting the Clerk to the Board.*

The Halifax County Board of Commissioners held a Regular Meeting on Monday, April 27, 2020, at 5:30 P. M. in the Historic Courthouse, Halifax, North Carolina.

PRESENT: Honorable J. Rives Manning, Jr., Vice Chairman
Honorable Carolyn C. Johnson
Honorable Marcelle O. Smith
Honorable Vernon J. Bryant, Chairman
Honorable T. Patrick W. Qualls

OTHERS: Tony N. Brown, County Manager
Andrea H. Wiggins, MMC, Clerk to the Board/Assistant to the County Manager
M. Glynn Rollins, Jr., County Attorney
Cathy A. Scott, Economic Development Director
Dia H. Denton, Deputy County Manager
Mary W. Duncan, Finance Director
Michelle F. Moseley, Paralegal

ABSENT: Honorable Linda A. Brewer

Call to Order

Chairman Bryant called the meeting to order.

Invocation and Pledge of Allegiance

Commissioner Smith provided the invocation and the Pledge of Allegiance was then recited.

Adoption of the Agenda

Commissioner Manning moved to approve the agenda as presented. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

Conflict of Interest

There were no conflicts of interest noted by any member of the Board.

1. FY 2020-2021 Budget Discussions

A. FY 2020-2021 Budget Discussions

Mary W. Duncan, Finance Director, addressed the Board and reviewed the History of Fund Balance for the years 2012 - 2019. The Total Fund Balance as of June 30, 2019 was in the amount of \$35,185,027 or 59.54%. The Assigned Fund Balance was in the amount of \$1,275,502; Unassigned Fund Balance was in the amount of \$13,701,295 or 23.18%. The total expenditures in the amount of \$1,332,870 and the Estimated Unassigned Fund Balance was in the amount of \$12,368,425 or 20.93%.

The FY 2021 Budgeted Revenues by category consisted of the following: Ad Valorem and Penalties \$28,291,782; Other Taxes and License \$10,719,000; Unrestricted Intergovernmental \$257,000; Restricted Intergovernmental \$733,700; Permits and Fees \$1,292,200; Sales and Services \$1,430,835; Interest \$400,000; Miscellaneous \$134,100; Grants \$122,823; FY 2019 Fund Balance \$1,100,000, which totaled \$44,481,440. Budgeted Expenses included the following: Operating Budget 41,864,118 and Capital Budget \$2,617,322, which totaled \$44,481,440. A comparison of the FY 2021 and FY 2020 Budgeted Expenses consisted of the following: FY 2021 Operating Budget \$41,864,118 and Capital Budget \$2,617,322 totaled \$44,481,440. FY 2020 Operating Budget \$41,757,522 and Capital Budget \$2,258,951 totaled \$44,016,473. A difference in the amount of \$464,967 or 1.06%.

B. School System Allocations

Dia H. Denton, Deputy County Manager, addressed the Board regarding the Halifax County School Units Estimates for FY 2020-2021. During the April 20, 2020 Regular Meeting, a question was raised regarding the Article 44 funding and whether the funds should be distributed evenly. Currently, the Article 44 funding for schools was in the amount of \$560,000 as follows: Halifax Community College \$110,000; Halifax County Schools \$150,000; Roanoke Rapids Graded School District \$150,000; and Weldon City Schools \$150,000. It was the consensus of the Board to continue to distribute the Article 44 funds as historically done.

C. Taxing District Rate Requests

Dia H. Denton, Deputy County Manager, addressed the Board and reviewed the updated spreadsheet showing the requested rates of the various taxing districts, both school and fire. A spreadsheet was provided that included the simplified tax rates at three decimal places, but not necessarily to half or whole decimal places, which resulted in too large of differences between last year and this year's levies. The Tax Department staff provided value calculations again since the bulk of all residential revaluation appeals had been completed, which resulted in slight changes to the revenue neutral rates for the fire tax districts and the school tax districts as follows: Arcola 0.0628, Darlington 0.0836, Davie 0.0905, Enfield 0.0846, Halifax 0.0716,

Hobgood 0.065, Littleton 0.0515, Rheasville 0.0663, Scotland Neck 0.0655, Tillery 0.0447, and Weldon 0.0857. Halifax County Schools 0.0948 and Weldon City Schools 0.1929.

Commissioner Smith, Commissioner Johnson, and Commissioner Bryant recommended the school tax district rate remain the same as last fiscal year as follows: Halifax County Schools 0.10 and Weldon City Schools 0.20. Commissioner Qualls and Commissioner Manning recommended the revenue neutral rate as follows: Halifax County Schools 0.0948 and Weldon City Schools 0.1929. Commissioner Qualls, Commissioner Smith, Commissioner Johnson, and Commissioner Manning recommended that staff use the revenue neutral rate for the fire tax districts. Commissioner Bryant was not in favor of the revenue neutral rate for the fire tax districts.

D. FY 2020-2021 Budget Discussions Continued

Tony N. Brown, County Manager, addressed the Board and reviewed the FY 2020-2021 Outside Requests Summary that was updated during the April 20, 2020 Regular Meeting as follows: The outside requests that were received for the FY 2020-2021 was in the amount of \$245,288.40. Staff recommendations were in the amount of \$319,786.40. The amount added by the Board was in the amount of \$21,700. A request was recently received from the Roanoke River Basin in the amount of \$5,131. Mr. Brown inquired if there were any further additions to the Outside Request Summary. It was the consensus of the Board to add the following: Roanoke River Partners \$500, Roanoke River Basin \$500, and Choanoke Area Development Association an additional \$10,000.

Mr. Brown provided the Board with six options that were only recommendations designed to be a starting point for discussion. After a brief discussion was held, it was the consensus of the Board to approve option six which consisted of the following: Unassigned Fund Balance in the amount of \$2,368,425; \$0.03 property tax adjustment in the amount of \$990,000; totaled \$3,358,425. Option six did fund the following: Additional needed capital \$137,000; employee bonus \$1,000 for fulltime employees and \$500 for part-time employees \$700,000; Outside Requests Board of Commissioners additions \$32,700; four additional Sheriff \$160,000; employee 2% market adjustment \$310,000; employee 1.25% step adjustment \$198,000; employee performance pay plan \$260,000; and additional 12-hour EMS crew at the Scotland Neck Station \$248,000.

2. Other Business

A. Lowe's Home Improvement Donation

Tony N. Brown, County Manager, informed the Board that Lowe's Home Improvement donated a Whirlpool refrigerator to the Halifax County Emergency Services Department. It was recommended that a letter of appreciation, signed by the Chairman, be sent to Lowe's Home Improvement. It was also recommended that the County Attorney and the County Manager draft a document for the Board's approval that would officially allow the County Manager to accept donations.

3. Closed Session

Commissioner Smith moved that Closed Session be entered pursuant to N. C. G. S. §143-318.11(a) to discuss (3) Legal Matters. Commissioner Manning seconded the motion, which passed unanimously by voice vote.

Commissioner Qualls moved to return to Regular Session. Commissioner Manning seconded the motion, which passed unanimously by voice vote.

4. Adjourn until the May 11, 2020 Regular Meeting

With there being no further matters to come before the Board, Commissioner Qualls moved to adjourn the meeting until the May 11, 2020 Regular Meeting at 9:30 A. M. in the Historic Courthouse. Commissioner Manning seconded the motion, which passed unanimously by voice vote.

Vernon J. Bryant, Chairman
Halifax County Board of Commissioners

Andrea H. Wiggins, MMC, NCCCC, Clerk to the Board
Halifax County Board of Commissioners

**MINUTES
HALIFAX COUNTY
BOARD OF EQUALIZATION AND REVIEW MEETING
MAY 11, 2020**

***Note to Reader:** Although the printed agenda document for this Board meeting is not part of these minutes, the agenda document provides background information on most all of the items discussed by the Board at this meeting. The Clerk to the Board maintains the agenda document in accordance with the laws of North Carolina. One may see a copy of the agenda for this meeting by contacting the Clerk to the Board.*

The Halifax County Board of Commissioners held a Board of Equalization and Review Meeting on Monday, May 11, 2020, at 9:30 A. M. in the Historic Courthouse, Halifax, North Carolina.

PRESENT: Honorable J. Rives Manning, Jr., Vice Chairman
Honorable Carolyn C. Johnson
Honorable Marcelle O. Smith
Honorable Vernon J. Bryant, Chairman
Honorable T. Patrick W. Qualls
Honorable Linda A. Brewer

OTHERS: Tony N. Brown, County Manager
C. Shane Lynch, Clerk to the Board of Equalization and Review
Andrea H. Wiggins, MMC, Clerk to the Board/Assistant to the County Manager
M. Glynn Rollins, Jr., County Attorney
Dia H. Denton, Deputy County Manager
Mary W. Duncan, Finance Director
Michelle F. Moseley, Paralegal

1. Oath of Office

Andrea H. Wiggins, Clerk to the Board/Assistant to the County Manager, administered the oath of office to Carolyn C. Johnson, which is attached to these minutes as Attachment A.

2. Call to Order

Chairman Bryant called the meeting to order.

3. Conflict of Interest

There were no conflict of interest noted by any member of the Board.

4. Board of Equalization and Review Appeals Presentation

After being sworn in by Chairman Bryant, C. Shane Lynch, Clerk to the Board of Equalization and Review, recommended that the 2020 Board of Equalization and Review be adjourned from accepting any new appeals. The Board may reconvene to hear appeals as there were four real property appeals that had owners that requested action by the Board of Equalization and Review. There was also one commercial appeal that was in negotiations.

5. Adjournment Pursuant to N. C. G. S. §105-322(f)

Commissioner Qualls moved to adjourn the 2020 Board of Equalization and Review Meeting. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

Vernon J. Bryant, Chairman
Halifax County Board of Equalization and Review

Andrea H. Wiggins, MMC, NCCCC, Clerk to the Board
Halifax County Board of Equalization and Review

STATE OF NORTH CAROLINA

COUNTY OF HALIFAX



OATH

Halifax County Board of Equalization and Review

Do you solemnly swear that you will support and maintain the constitution and laws of the United States, and the Constitution and laws of North Carolina not inconsistent therewith, and that you will faithfully discharge the duties of your office as a member of the Board of Equalization and Review of Halifax County, North Carolina, and that you will not allow your actions as a member of the Board of Equalization and Review to be influenced by personal or political friendships or obligations, so help you God.

Commissioner Johnson answered in the affirmative and signed below signifying acceptance of the oath on May 11, 2020.

Carolyn C. Johnson

**MINUTES
HALIFAX COUNTY
BOARD OF COMMISSIONERS
REGULAR MEETING
MAY 11, 2020**

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The Halifax County Board of Commissioners held a Regular Meeting on Monday, May 11, 2020, at 9:30 A. M. in the Historic Courthouse, Halifax, North Carolina.

PRESENT: Honorable J. Rives Manning, Jr., Vice Chairman
Honorable Carolyn C. Johnson
Honorable Marcelle O. Smith
Honorable Vernon J. Bryant, Chairman
Honorable T. Patrick W. Qualls
Honorable Linda A. Brewer

OTHERS: Tony N. Brown, County Manager
Andrea H. Wiggins, MMC, Clerk to the Board/Assistant to the County Manager
M. Glynn Rollins, Jr., County Attorney
Cathy A. Scott, Economic Development Director
Dia H. Denton, Deputy County Manager
Mary W. Duncan, Finance Director
Michelle F. Moseley, Paralegal

Call to Order

Chairman Bryant called the meeting to order.

Invocation and Pledge of Allegiance

Commissioner Brewer provided the invocation and the Pledge of Allegiance was then recited.

Adoption of the Agenda

Commissioner Johnson moved to approve the agenda as presented. Commissioner Manning seconded the motion, which passed unanimously by voice vote.

Conflict of Interest

There was no conflict of interest noted by any member of the Board.

1. Coronavirus Disease 2019 (Covid-19) Update

Bruce Robistow, Health Department Director, provided a brief PowerPoint presentation regarding the Coronavirus Disease 2019 (Covid-19). As of May 7, 2020, the Halifax County Health Department was aware of 556 COVID-19 confirmed tests performed on Halifax County residents as follows: 92 positive cases that included 17 inmates, 52 patients recovered, one COVID-19 related death, 10 pending tests, and 455 known negative test results. The majority of the positive cases were spread out across the County and there were no noted hotspots. A graph was provided that reflected a rise in positive cases. Although the County's numbers were small, an increasing trend was a good indicator that more tests were being performed. He recommended that the County not forget the importance of following the Governor's Executive Orders and practice appropriate social distancing, handwashing, respiratory hygiene, and wear a facial covering whenever possible.

2. Consent Agenda

Commissioner Brewer moved to approve the following items on the consent agenda. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

A. Approval of Minutes

Andrea H. Wiggins, Clerk to the Board/Assistant to the County Manager, requested that the Board approve the draft minutes of the January 6, 2020 Regular Meeting, January 21, 2020 Regular Meeting, February 3, 2020 Regular Meeting, February 17, 2020 Regular Meeting, and March 9, 2020 Regular Meeting.

B. Budget Amendments

Mary W. Duncan, Finance Director, requested that the Board approve a list of budget amendments, which is attached to these minutes as Attachment A.

C. Community Involvement to Support Healthy Lifestyles Grant

Arthur Whitehead, Cooperative Extension Director, requested that the Board approve the submission of the Community Involvement to Support Healthy Lifestyles Grant application, the receipt of funds if awarded, and to authorize the appropriate staff to execute the documents.

3. Special Recognitions

A. Retirement Resolution - Patricia Peterson, Sheriff's Office

Commissioner Smith read a retirement resolution in honor of Patricia Peterson, Sheriff's Office, which is attached to these minutes as Attachment B.

Commissioner Smith moved to adopt the retirement resolution honoring Patricia Peterson, Sheriff's Office. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

B. Retirement Resolution - Deborah L. James, Cooperative Extension Service

Commissioner Johnson read a retirement resolution in honor of Deborah L. James, Cooperative Extension Service, which is attached to these minutes as Attachment C.

Commissioner Johnson moved to adopt the retirement resolution honoring Deborah L. James, Cooperative Extension Service. Commissioner Smith seconded the motion, which passed unanimously by voice vote.

4. Public Comment Period N. C. G. S. §153A - 52.1

There were no public comments.

5. Agenda Items

A. Halifax Community College FY 2019-2020 Budget

Dr. David L. Forester, Vice President of Administrative Services, Halifax Community College, addressed the Board and reviewed the FY 2019-2020 Halifax Community College Budget in the amount of \$17,189,246. The Halifax Community College Board of Trustees approved the budget during its January 28, 2020 meeting.

Commissioner Qualls moved to approve the FY 2019-2020 Halifax Community College Budget in the amount of \$17,189,246. Commissioner Smith seconded the motion, which passed unanimously by voice vote.

B. 2020 4-H Rural Life Center PARTF Grant

Joe Long, 4-H Rural Life Director, addressed the Board stating that the County in collaboration with the 4-H Rural Life Center was proposing the development of recreation facilities at the 4-H Rural Life Center. The facilities to be constructed were as follows: six asphalt United States Tennis Association certified tennis courts and parking, educational shelter, a pier at the pond for educational and recreational programs, fencing for the enhancement of existing outdoor basketball courts, high ropes course for educational, recreational, and team building exercises. The development of facilities at the 4-H Rural Life Center would provide a large park in the northern area of the County and could meet the district park needs of all County residents, including residents of Roanoke Rapids and Weldon. Potential facilities could include active recreation such as ball fields, playgrounds, and tennis courts, along with passive recreation such as picnicking, walking trails, and nature preserves. The existing recreational structures

consisted of a multi-purpose playground, 18-hole disk golf course, one-acre pond, a low ropes course with climbing wall, a sand volleyball court, and a multi-use basketball/tennis court. These facilities were funded, in-part, by the County's 2017 PARTF Grant Program. None of these facilities were located on the site proposed for the tennis complex. It was requested that the Board approve the submission of the 2020 4-H Rural Life Center PARTF Grant application in the amount of \$615,206 which included a \$10,000 County cost, the receipt of funds if awarded, and to authorize the appropriate staff to execute the documents.

Commissioner Smith moved to approve the submission of the 2020 4-H Rural Life Center PARTF Grant application in the amount of \$615,206 which included a \$10,000 County cost, the receipt of funds if awarded, and to authorize the appropriate staff to execute the documents. Commissioner Manning seconded the motion, which passed unanimously by voice vote.

C. Emergency Management Performance Supplemental Grant

Buddy Wrenn, Emergency Management Coordinator, addressed the Board stating that the Emergency Management Performance Supplemental Grant application provided a supplement from the Coronavirus Aid Relief and Economic Security Act in the amount of \$25,390.90. The County's in-kind match was in the amount of \$12,695.45 which was available in the existing budget. It was requested that the Board approve the submission of Emergency Management Performance Supplemental Grant application, the receipt of funds if awarded, and to authorize the appropriate staff to execute the documents.

Commissioner Manning moved to approve the submission of the Emergency Management Performance Supplemental Grant application, the receipt of funds if awarded, and to authorize the appropriate staff to execute the documents. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

D. Solid Waste Collection Contract Amendment Request

Greg Griffin, Public Utilities Director, addressed the Board stating that the County had a contract with Unity of the Carolinas for the curbside collection of household waste and recyclables, with the contract term expiring on June 30, 2023. Unity of the Carolinas had requested an amendment to increase the amount paid for recycling collection to \$0.55 per month per cart. This would increase the monthly amount paid for recycling from \$4.65 per cart to \$5.20 per cart. Unity of the Carolinas stated that the increase was needed due to increasing cost for managing recyclables. If the amendment was not approved, Unity of the Carolinas stated that they would be forced to reduce acceptable recyclable materials to cardboard, newspaper, and aluminum. The Solid Waste Advisory Committee discussed the amendment request and on March 12, 2020 voted to recommend that the Board of Commissioners reject Unity's amendment request and reduce acceptable recyclable materials to cardboard, newspaper, and aluminum. The Committee cited concerns about increased cost to customers and that only 1/3 of the customers chose to recycle. Mr. Griffin recommended that the Board approve the request of Unity of the Carolinas Solid Waste Collection Contract amendment request.

Bruce Spates, Unity of the Carolinas Owner, addressed the Board stating that the residents of Halifax County were placing items in the carts that were not recyclable. The materials that were not recyclable was brought back to the business for sorting as many residents had not been properly educated regarding recycling. Grocery bags and drink bottles were no longer recyclable and was not accepted at any recycling facilities and if accepted the cost was then charged to Unity of the Carolinas. He advised that at one time, grocery bags and drink bottles were disposed of for free; however, now Unity of the Carolinas was paying approximately \$100 per ton just to dispose of the recycling because of the processing and sorting. If the request was not approved, Unity of the Carolinas would no longer accept glass and plastic and the citizens of the County would need to be reeducated. If the recycling was not done properly, the carts would be tagged and not taken because it would be considered contaminated. If the County approved the request for an amendment to the Solid Waste Collection Contract, Unity of the Carolinas would then separate the recyclable before it was sent for separation and processing. He advised that historically, recyclables were being sent to China; however, China was now refusing the material. The majority of the recyclable process was being handled in the United States at a higher cost, which was why the amendment to the Solid Waste Collection Contract was being requested. Cordell Proctor, Unity of the Carolinas General Manager, echoed the sentiment of Mr. Spates.

Commissioner Manning moved to deny the request of Unity of the Carolina Solid Waste Collection Contract amendment to increase the amount paid for recycling collection to \$0.55 per month per recycling cart, a total in the amount of \$6.60 per year per recycling cart. Motion died for the lack of a second.

Commissioner Qualls moved to deny the request of Unity of the Carolinas Solid Waste Collection Contract amendment to increase the amount paid for recycling collection to \$0.55 per month per recycling cart, a total in the amount of \$6.60 per year per recycling cart. Commissioner Manning seconded the motion.

By a show of hands, the votes were as follows:

Commissioner Manning	Aye
Commissioner Johnson	No
Commissioner Smith	No
Commissioner Bryant	No
Commissioner Qualls	Aye
Commissioner Brewer	Aye

Commissioner Bryant moved to reconsider the motion and deny the request of Unity of the Carolinas Solid Waste Collection Contract amendment to increase the amount paid for recycling collection to \$0.55 per month per recycling cart, a total in the amount of \$6.60 per year per recycling cart. Commissioner Qualls seconded the motion.

By a show of hands, the votes were as follows:

Commissioner Manning	Aye
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Commissioner Johnson	No
Commissioner Smith	No
Commissioner Bryant	Aye
Commissioner Qualls	Aye
Commissioner Brewer	Aye

6. Board Appointments

Roanoke-Chowan Regional Housing Authority

Commissioner Johnson moved to appoint Debbie Hardy to fill the unexpired term of Vernon Bryant on the Roanoke-Chowan Regional Housing Authority, term expiring December 31, 2022. Commissioner Brewer seconded the motion. Upon discussion, Commissioner Manning inquired whether it was a conflict of interest to appoint Ms. Hardy to the Roanoke-Chowan Regional Housing Authority as she worked part-time with the Choanoke Area Development Association. Chairman Bryant responded that upon contacting the Roanoke-Chowan Regional Housing Authority he was informed that the appointment of Ms. Hardy would not be a conflict of interest. The motion passed unanimously by voice vote.

Roanoke Rapids Planning Board

It was the consensus of the Board to defer action on the Roanoke Rapids Planning Board.

Weldon Planning Board

Commissioner Manning moved to waive the term limit and reappoint Angela Boone to serve on the Weldon Planning Board, term expiring May 31, 2023. Commissioner Smith seconded the motion, which passed unanimously by voice vote.

Commissioner Johnson moved to reappoint Zenobia Cofield to serve on the Weldon Planning Board, term expiring May 31, 2023. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

7. County Manager's Report

A. Board of Commissioners Meeting Process Due to the COVID-19 Pandemic

Tony N. Brown, County Manager, addressed the Board requesting feedback regarding plans for future Board of Commissioners meetings and audience attendance inside the Board Meeting Room due to the COVID-19 pandemic. Consistent with Executive Order 121, issued by the Governor on March 27, 2020, related to the COVID-19 pandemic, attendance in the meeting room was limited. Currently, parties scheduled to address the Board were required to wait in the hallway outside the meeting room to be called. The capacity in the hallway was limited to ten people and social distancing was being required. When called, no more than three people was allowed to enter the meeting room and social distancing was being observed. A live audio feed of the meeting was available in the Old Commissioners Building; however, the capacity in that

space was also limited to ten people. Additionally, the live audio feed was available on the County website. He requested that the Board contact him with any changes or suggestions.

B. Coronavirus Relief Fund Award

Tony N. Brown, County Manager, addressed the Board stating that the County was awarded upfront Coronavirus Relief Funds in the amount of approximately \$1,063,679 that could only be used to offset coronavirus-related costs such as testing, disinfecting public areas, public safety measures, and purchasing and distributing protective supplies. Counties could allocate portions of the funds to municipalities for these expenses. Staff was required to provide two reports regarding how the funding was allocated.

C. Klausner Lumber Two Building Budget Amendment

Tony N. Brown, County Manager, addressed the Board requesting the approval of a budget amendment regarding the Klausner Lumber Two Building to cover security, lights, water, insurance, fees, and legal services in the amount of \$500,000, which is attached to these minutes as Attachment D.

Commissioner Manning moved to approve the budget amendment regarding the Klausner Lumber Two Building to cover security, lights, water, insurance, fees, and legal services in the amount of \$500,000. Commissioner Qualls seconded the motion, which passed unanimously by voice vote.

8. County Attorney's Report

A. Resolution Authorizing the County Manager to Accept Donations

M. Glynn Rollins, Jr., County Attorney, addressed the Board stating that the County had the authority to receive, hold, and appropriate donations. The Board also had the authority, by ordinance or resolution, to set parameters or procedures for the acceptance of donations. He requested that the Board adopt a resolution authorizing the County Manager to accept donations to Halifax County and related matters, which is attached to these minutes as Attachment E.

Commissioner Brewer moved to adopt a resolution authorizing the County Manager to accept donations to Halifax County and related matters. Commissioner Qualls seconded the motion, which passed unanimously by voice vote.

9. Other Business

A. Letter of Appreciation - Lowe's Home Improvement Donation

Chairman Bryant requested that the Board approve a letter of appreciation to Lowe's Home Improvement regarding the donation of a Whirlpool refrigerator that was donated to the Halifax County Emergency Services Department.

Commissioner Manning moved to approve a letter of appreciation to Lowe's Home Improvement regarding the donation of a Whirlpool refrigerator that was donated to the Halifax County Emergency Services Department. Commissioner Smith seconded the motion, which passed unanimously by voice.

10. Closed Session

Commissioner Qualls moved that Closed Session be entered pursuant to N. C. G. S. §143-318.11(a) to discuss (3) Legal Matters. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

Commissioner Brewer moved to return to Regular Session. Commissioner Manning seconded the motion, which passed unanimously by voice vote.

11. Adjourn until the May 18, 2020 Regular Meeting

With there being no further matters to come before the Board, Commissioner Smith moved to adjourn the meeting until the May 18, 2020 Regular Meeting at 9:30 A. M. in the Historic Courthouse. Commissioner Manning seconded the motion, which passed unanimously by voice vote.

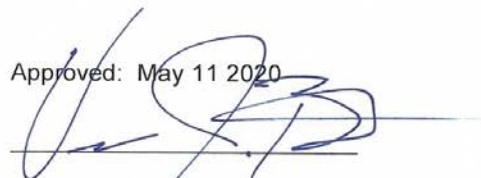
Vernon J. Bryant, Chairman
Halifax County Board of Commissioners

Andrea H. Wiggins, MMC, NCCCC, Clerk to the Board
Halifax County Board of Commissioners

Attachment A

Budget Amendments	Fiscal Year 19 - 20	May 11, 2020
1	Sheriff - Budget additional revenue for Halifax County School Resource Officer Contract	\$ 65,518.51
2	Human Resource Management - Carry forward prior year contract balance for Personnel Policy revision	3,000.00
3	Library - Increase budget for additional LSTA Grant funding for conference travel	398.00
4	Emergency Management - Budget Hurricane Florence reimbursement funds for building project	9,704.69
5	Sheriff - Budget insurance claim supplement for an at fault motor vehicle accident	570.18
6	Health - Increase budget for funds received from federal government related to Covid-19 expenses	75,000.00

Approved: May 11 2020



Vernon J. Bryant
Chairman

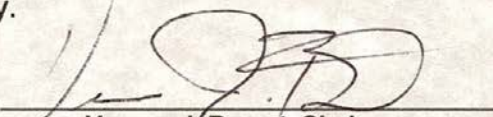
Resolution

✧ **WHEREAS, PATRICIA L. PETERSON**, decided to retire as a Information Process Tech with the Halifax County Sheriff's Office effective April Thirtieth of the Year Two Thousand and Twenty; and

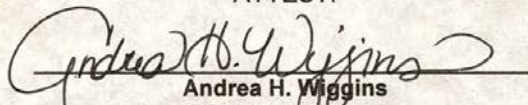
✧ **WHEREAS**, she has spent Eight years with local government; Patricia has also served in many positions of honor in the community and State, as well as being a dedicated public servant to the citizens of Halifax County.

✧ **NOW THEREFORE BE IT RESOLVED** that on this day, Monday, May Eleventh of the Year Two Thousand and Twenty, the Halifax County Board of Commissioners did honor Patricia L. Peterson with formal adoption of this resolution, to be recorded in the minutes of the meeting of this day.




Vernon J. Bryant, Chairman
Halifax County Board of Commissioners

ATTEST:


Andrea H. Wiggins
Clerk to the Board

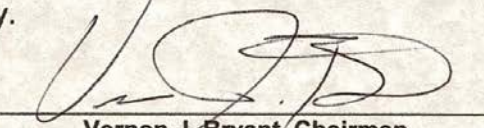
Resolution

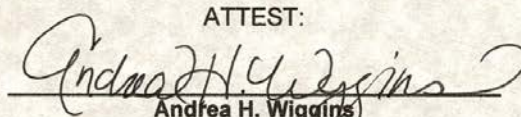
✧ **WHEREAS, DEBORAH L. JAMES**, decided to retire as a Student Incentive Coordinator with the Halifax County Department of Cooperative Extension effective April Thirtieth of the Year Two Thousand and Twenty; and

✧ **WHEREAS**, she has spent Fifteen years with local government; Deborah has also served in many positions of honor in the community and State, as well as being a dedicated public servant to the citizens of Halifax County.

✧ **NOW THEREFORE BE IT RESOLVED** that on this day, Monday, May Eleventh of the Year Two Thousand and Twenty, the Halifax County Board of Commissioners did honor Deborah L. James with formal adoption of this resolution, to be recorded in the minutes of the meeting of this day.




Vernon J. Bryant, Chairman
Halifax County Board of Commissioners

ATTEST:

Andrea H. Wiggins
Clerk to the Board

Attachment D

BUDGET AMENDMENT

Account Number / Name	Debit (Expense Increase) (Revenue Decrease)	Credit (Expense Decrease) (Revenue Increase)	Explanation
110-5273-5192-00 Professional/Legal Services	137,000.00		KLAUSNER BUILDING
110-5273-5331-00 Lights	25,000.00		Appropriate funds to cover security, lights, insurance and fees for the Klausner building
110-5273-5334-00 Water	3,000.00		
110-5273-5398-13 Security	300,000.00		
110-5273-5451-02 Insurance/Bldg	35,000.00		
110-4410-4991-00 Fund Balance		500,000.00	
TOTALS	500,000.00	500,000.00	

* To increase a revenue line item, you credit - to decrease, you debit
* To increase an expense line item, you debit - to decrease, you credit

Approval for Performance Compensation

Human Resources Director	Date
--------------------------	------

revised 9/16/14

Program Director	Date
Department / Agency Head	Date
County Manager or Deputy County Manager or County Commissioner Chairman	Date

FIN BA 01

A RESOLUTION AUTHORIZING THE COUNTY MANAGER TO
ACCEPT DONATIONS TO HALIFAX COUNTY AND RELATED MATTERS

WHEREAS, pursuant to G.S. 153A-11, Halifax County, as a body politic and corporate, may acquire and hold any property and rights of property, real and personal, that may be devised, sold, or in any manner conveyed, dedicated to, or otherwise acquired by the county, including donations of real and personal property; and

WHEREAS, pursuant to G.S. 153A-12, a power, right, duty, function, privilege, or immunity that is conferred or imposed by law without direction or restriction as to how it is to be exercised or performed, such as the acceptance of donations, shall be carried into execution as provided by ordinance or resolution of the county board of commissioners; and

WHEREAS, the Halifax County Board of Commissioners (the Board) desires to adopt a resolution authorizing the County Manager to accept donations of property on behalf of the county without first obtaining the consent of the Board, under the circumstances or limitations set forth below;

NOW, THEREFORE, IT IS HEREBY RESOLVED:

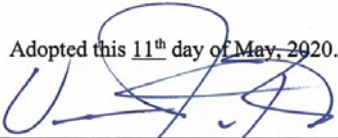
1. The County Manager be and hereby is authorized to accept donations to Halifax County without prior approval of the Board of County Commissioners, subject to the following exceptions:

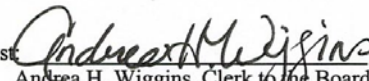
- a. Donations of real property or any interest in real property.
- b. Donations of any property having a value in excess of \$5,000.00.
- c. Donations of any property receipt of which is conditioned upon its use for a specific program, project, purpose or function if the total cost of that program, project, purpose or function exceeds the value of the property donated.

2. Nothing here shall be interpreted to prevent the County Manager from conferring with the Board with regard to acceptance of donations which otherwise would not require consent of the Board under this resolution.

3. All donations received by the county, whether by approval of the County Manager or the Board, shall be received, held and appropriated in conformance with the Local Government Budget and Fiscal Control Act.

Adopted this 11th day of May, 2020.


Vernon J. Bryant, Chairman

Attest: 
Andrea H. Wiggins, Clerk to the Board

**MINUTES
HALIFAX COUNTY
BOARD OF COMMISSIONERS
REGULAR MEETING
MAY 18, 2020**

***Note to Reader:** Although the printed agenda document for this Board meeting is not part of these minutes, the agenda document provides background information on most all of the items discussed by the Board at this meeting. The Clerk to the Board maintains the agenda document in accordance with the laws of North Carolina. One may see a copy of the agenda for this meeting by contacting the Clerk to the Board.*

The Halifax County Board of Commissioners held a Regular Meeting on Monday, May 18, 2020, at 9:30 A. M. in the Historic Courthouse, Halifax, North Carolina.

PRESENT: Honorable J. Rives Manning, Jr., Vice Chairman
Honorable Carolyn C. Johnson
Honorable Marcelle O. Smith
Honorable Vernon J. Bryant, Chairman
Honorable T. Patrick W. Qualls
Honorable Linda A. Brewer

OTHERS: Tony N. Brown, County Manager
Andrea H. Wiggins, MMC, Clerk to the Board/Assistant to the County Manager
M. Glynn Rollins, Jr., County Attorney
Dia H. Denton, Deputy County Manager
Mary W. Duncan, Finance Director
Michelle F. Moseley, Paralegal

Call to Order

Chairman Bryant called the meeting to order.

Invocation and Pledge of Allegiance

Chairman Bryant provided the invocation and the Pledge of Allegiance was then recited.

Adoption of the Agenda

Commissioner Brewer moved to adopt the agenda as presented. Commissioner Manning seconded the motion, which passed unanimously by voice vote.

Conflict of Interest

Commissioner Smith stated that there may be a perceived conflict of interest regarding Item 1A. FY 2020-2021 Juvenile Crime Prevention Council Funding Plan. As Chairman of the Juvenile Crime Prevention Council, no monetary compensation was received. There was no conflict of interest noted by any other member of the Board.

1. Agenda Items

A. FY 2020-2021 Juvenile Crime Prevention Council Funding Plan

Marcelle O. Smith, Juvenile Crime Prevention Council Chairman, addressed the Board requesting approval of the FY 2020-2021 Juvenile Crime Prevention Council Funding Plan. The Juvenile Crime Prevention Council recommended allocating the North Carolina Department of Public Safety Division of Juvenile Justice funds in the amount of \$267,118 for FY 2020-2021 as follows: Juvenile Crime Prevention Council Administrative Cost \$2,000; Halifax County Schools - Teen Court \$30,000 and local in-kind \$3,000; MHFC Family Counseling \$28,000 and local in-kind \$2,800; and Operation Restart - Community Service and Skill Building \$183,016 and local in-kind \$18,302.

Commissioner Manning moved to approve the FY 2020-2021 Juvenile Crime Prevention Council Funding Plan and authorize the Chairman to execute the documents. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

B. FY 2020-2021 Budget Presentation

Tony N. Brown, County Manager, addressed the Board and stated that with smaller than expected valuation appeals, the adjusted tax rate was reduced by a ½ cent. The new rate for Option 6 would be \$.76 per \$100 value instead of the \$.765 as discussed during the April 27, 2020 Regular Meeting. He then read the FY 2020-2021 Budget Message, which is attached to these minutes as Attachment A.

2. Other Business

There was no other business.

3. Adjourn until the June 1, 2020 Regular Meeting at 9:30 A. M.

With there being no further matters to come before the Board, Commissioner Smith moved that the meeting be adjourned until the June 1, 2020 Regular Meeting. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

Vernon J. Bryant, Chairman
Halifax County Board of Commissioners

Andrea H. Wiggins, MMC, NCCCC, Clerk to the Board
Halifax County Board of Commissioners

Attachment A

May 18, 2020

Honorable Vernon J. Bryant, Chairman
Halifax County Board of Commissioners

Dear Chairman Bryant and Board of Commissioners:

In accordance with the "Local Government Budget & Fiscal Control Act," I am again honored to present our comprehensive spending plan for Halifax County Government for the upcoming fiscal year (FY) beginning July 1, 2020 and ending June 30, 2021. Further, it fulfills my obligation to present a balanced fiscal plan to you and the citizens of the great county of Halifax. With your insight and direction, this document represents a continuation of the many important County services we provide in the most cost-effective manner possible.

We have been slowly recovering from a recession since 2007. Unbeknownst to us, we would be facing a new and unprecedented challenge in the spring of 2020 with the onset of COVID-19, or the Coronavirus. Fortunately Halifax County is in a good fiscal position to face this unknown challenge with our Fund Balance should the economy take an extended downturn.

Since my tenure began almost 13 years ago, Halifax County has met the financial goals necessary to be awarded an A+ bond rating. Additionally, our exceptional Finance Department has been the recipient of the Comprehensive Annual Financial Report (CAFR) award for the past 20 years in a row, which continually shows the professional level of service we strive to provide to our citizens. I continue to be amazed and proud of the wonderful staff in our Finance Department. Our citizens are lucky to have such a dedicated staff whose commitment is obvious each and every day.

As we have done every year of my tenure in the County Manager's Office, we begin our process much earlier than most other local governments. Our staff began working on this budget in the fall of 2019 analyzing our many operational, service and capital needs. This process included a detailed capital planning process, as well as input from the Board of Commissioners during its retreat in December 2019, which culminated with the Board of Commissioners' direction during our April 2020 Budget Work Sessions. I would like to extend a special thanks to our management team, elected officials, department/agency directors and also our educational partners for their continued dedication to a conservative and fiscally responsible approach in this budget process. As always, this budget strives to meet the Board of Commissioners' mission, which is to *"Provide leadership and support for an effective county government that seeks to enhance the quality of life for all the people of Halifax County."*

As with most rural county governments in North Carolina, we continue to have budget challenges with our ever-increasing expenses needs, but without revenues keeping pace. However, I do remain optimistic and positive about the County's overall fiscal and economic outlook. We have a 59.54% (\$35,185,027) Fund Balance which is well above the 8% suggested by the N.C. Local Government Commission. A majority (61%) of the \$35,185,027 Fund Balance

is not available for general use (e.g. Restricted, Assigned, Committed Expenditures, etc.), thus limiting our cash-on-hand (Unassigned) funds to \$13,701,295 in addressing any additional non-recurring needs in this budget. Again I compliment staff, with direction from the Halifax County Board of Commissioners, for creating the environment to allow us to have this healthy Unassigned Fund Balance amount.

We continue to utilize our same successful revenue-based budgeting process which has served us very well when we implemented it 20 years ago. This revenue-based budget has allowed us to weather economic challenges that have occurred and will continue to occur in the future. Our conservative projections and fiscally responsible approach has allowed Halifax County to maintain a healthy overall General Fund Balance.

This year was a property tax revaluation year and the Halifax County Tax Office has done a tremendous job under the leadership of Tax Assessor Shane Lynch and Tax Collector Doris Hawkins. Our revaluation process is designed to be fair to all property owners in Halifax County so everyone can pay their fair share to support our community needs. The Tax Office has also done an outstanding job in explaining the process so our tax payers clearly understand their tax bill and the rationale for any value adjustments that occurred.

As required to be published, our revenue neutral tax is \$.73 per \$100 value; this is the tax rate required to receive the same level of revenues with the new values imposed from the revaluation process.

Halifax County has always had challenges in being able to provide services to its citizens while keeping the property tax rate low. Compared to our nearby counties, we continue to have one of the lowest property tax rates and of the ten most distressed (Tier 1) counties in North Carolina, Halifax County has the lowest property tax rate as noted by the charts below:

Top Ten Most Distressed Counties

County	Tax Base Per Capita	Latest Reval	Tax Rate 19-20	Tax Rate 18-19	Tax Rate 17-18	Tax Rate 16-17	Tax Rate 15-16	2018-19 Budget	Tier	Rank	Population
Edgecombe	\$ 57,558.00	2017	0.95	0.95	0.95	0.95	0.95	\$57,674,917	1	1	57,000
Robeson	\$ 45,883.00	2018	0.77	0.77	0.77	0.77	0.77	\$153,362,354	1	2	132,606
Halifax	\$ 64,228.00	2020	0.76	0.77	0.78	0.78	0.73	\$43,163,988	1	3	51,766
Scotland	\$ 59,981.00	2011	1.00	1.00	1.01	1.02	1.03	\$28,012,039	1	4	35,093
Bertie	\$ 65,083.00	2012	0.865	0.83	0.83	0.83	0.84	\$38,341,664	1	5	19,244
Washington	\$ 72,688.00	2013	0.855	0.855	0.855	0.81	0.79	\$23,955,181	1	6	12,012
Columbus	\$ 46,385.00	2013	0.805	0.805	0.805	0.805	0.805	\$57,013,510	1	7	55,936

Attachment A

Vance	\$ 59,495.00	2016	0.89	0.89	0.89	0.89	0.792	\$48,156,115	1	8	44,211
Hertford	\$ 68,106.00	2011	0.84	0.84	0.84	0.84	0.84	\$25,363,875	1	9	24,431
Richmond	\$ 74,220.00	2016	0.83	0.83	0.79	0.79	0.81	\$52,957,341	1	10	44,798

Neighboring Counties

County	Tax Base Per Capita	Latest Reval	Tax Rate 19-20	Tax Rate 18-19	Tax Rate 17-18	Tax Rate 16-17	Tax Rate 15-16	2018-19 Budget	Tier	Rank	Population
Bertie	\$ 65,083.00	2012	0.865	0.83	0.83	0.83	0.84	\$ 38,341,664	1	5	21,282
Edgecombe	\$ 57,558.00	2017	0.95	0.95	0.95	0.95	0.95	\$ 57,674,917	1	1	57,000
Franklin	\$ 82,738.00	2018	0.805	0.805	0.895	0.925	0.925	\$ 81,622,504	2	68	67,011
Halifax	\$ 64,228.00	2020	0.76	0.77	0.78	0.78	0.73	\$ 43,163,988	1	3	51,766
Martin	\$ 83,331.00	2017	0.81	0.79	0.79	0.735	0.735	\$ 31,893,555	1	12	23,729
Nash	\$ 77,632.00	2017	0.67	0.67	0.67	0.67	0.67	\$ 93,928,346	1	32	93,919
Northampton	\$ 95,883.00	2015	0.915	0.92	0.92	0.92	0.92	\$ 32,973,679	1	14	23,200
Warren	\$ 123,163.00	2017	0.79	0.79	0.76	0.71	0.66	\$ 30,882,258	1	18	21,000

I again commend not only this Board of Commissioners on your budget oversight, but also our staff in each department for their ability to adapt to our ever-changing economic situation. Our staff remains committed to providing efficient and effective service to our citizens at the lowest cost to all taxpayers. I continually remind our citizens in my various conversations throughout the community, we are taxpayers as well and also wish to keep our tax burden low.

We have improved each year since the 2007 recession. We have experienced growth in some of our major revenue streams. Unfortunately our year-to-date sales tax revenue has decreased 6.5% compared to this time last year, so we have decreased our sales tax revenue projections for FY2020-2021. Based on the many challenges we continue to face, I am impressed we are still able to maintain a good collection rate of 97.0%. With our healthy Fund Balance, I am confident we will have the ability to absorb any potential shortfalls in the budget should the economy take a severe downturn.

Despite Halifax County's Tier 1, we do maintain a very strong budget. I tribute our superb team to making this happen. In addition to the Tax Office, I commend Sheriff Wes Tripp and his staff as well as County Attorney Glynn Rollins and his staff in going above and beyond in working with tax payers in establishing payment plans to aid citizens and minimize hardships. We are not required to do this but we do in order to support our citizens while respecting the challenges they

Attachment A

face in this current uncertain economy. I offer my heartfelt thanks for the jobs the staff in each of these departments accomplish every day.

We continue to have positive motion in our economic development efforts. I applaud the Board of Commissioners' forward-thinking and proactive approach in continuing to position the County to create well-paying jobs in the future. We have experienced slight growth, but with delays based on the pandemic. With the N.C. Department of Transportation's roadwork in the Roanoke Rapids area, the extension of Premier Boulevard to Highway 125 and of American Legion Road to Premier Boulevard, this will be a prime area for additional growth in the county. Along with support from our Economic Development Commission, its Executive Director and the County Commissioners' positive approach, we are poised to have additional growth in our local economy.

Based on our sound approach to our budgets each year, the County's financial situation is stable and in line with the requirements dictated by the N.C. Local Government Commission. I am proud that we have had sound budget practices over my last 13 years as your County Manager and over the last 18 years in this office. This budget allocates \$1,029,700 from our Fund Balance to cover additional human capital needs, general capital needs and also to assist non-profits in their support of our community needs. This use of Fund Balance and tax rate adjustment is in addition to maintaining the cuts and reductions made by our departments over the last eleven fiscal years. Despite the use of Fund Balance, our audited Total Fund Balance as of June 30, 2019 was 59.54%, well above the N.C. Local Government Commission's suggested 8% level.

As required by the State of North Carolina, all counties with multiple graded school districts are required to support each district equally as to local current expense funding based on each district's average daily membership (ADM). Counties must also provide funding for school capital needs. This year's budget provides additional capital funding for our public schools and community college totaling \$560,000. The specific funding amounts are broken down as follows:

Halifax Community College.....	\$110,000
Halifax County Schools	\$150,000
Roanoke Rapids Graded School District	\$150,000
Weldon City Schools	\$150,000

This additional money resulted from sales tax revenues collected and distributed to the County based on G.S. 105-524 (Article 44). The current allocation is the result of collections over the past year. Going forward each fiscal year, the Halifax County Board of Commissioners will determine whether and how to appropriate these Article 44 funds, which are limited to economic development, public education or community college purposes.

All three graded school systems will receive funding based on the supplemental school property rate within their respective districts. The following tax rates are anticipated for each of the school systems:

Halifax County Schools	\$.10/\$100 value
Roanoke Rapids Graded School District (proposed)....	\$.225/\$100 value
Weldon City Schools	\$.20/\$100 value

Because we distribute local sales and use taxes by the ad valorem method, all three districts will be receiving a portion of sales tax revenues.

Even with continued reductions the County made during the recession, we have been able to maintain our service levels to meet the needs of our citizens; county departments continue to operate in a cost-effective manner. We have had staff reductions in both the Health Department over the years as well as in Public Utilities. The staff and I are committed to evaluating our programs and will continue to pursue cost-saving measures to get the biggest bang for our tax dollars. We will always strive to be efficient in the service we provide to our citizens.

Halifax County has many capital needs. This budget will continue to address our pressing capital needs by funding, among other things, debt service payments for Enfield-Inborden School, Manning Elementary School, Social Services facility and Water Service Line construction, in addition to the Solid Waste Transfer Station.

Important features of the budget proposal for Halifax County for FY 2020-2021 are as follows:

- ❖ This budget continues County services at efficient and effective levels.
- ❖ This budget includes a property tax revaluation adjustment from the Revenue Neutral Rate of \$.73 per \$100 value to \$.76 per \$100 Value. The 2019 tax rate of \$.77 per \$100 value will become \$.76 per \$100 value for 2020.
- ❖ This budget is based on an estimated property tax base of \$3,399,919,139 and a tax collection rate of 97.0%. The tax rate of \$.76 cents per \$100 value will be adequate to support the fiscal year 2020-2021 budget.
- ❖ This budget increases the funding for each graded school district from \$735.76 per pupil to \$743.29 per pupil; this amount is based on the Average Daily Membership (ADM).
- ❖ To maintain a healthy workforce, this budget continues to provide a competitive benefits package which includes 100% paid premiums for health coverage for each full-time employee who participates in the County's Wellness Program. With increasing health costs, this budget had to absorb a 14.5% premium increase to maintain employee health coverage.
- ❖ This budget maintains our Longevity Pay Program which is a vital employee retention program to reward our long-term full-time employees.
- ❖ This budget provides a 2% Market Adjustment (COLA) and step increase for full-time employees as well as a bonus for full-time and regular part-time employees.

Attachment A

- ❖ This budget funds our Pay-for-Performance evaluation plan, a vital employee retention tool.
- ❖ Beginning this year, the County will offer a Floating Holiday to employees on years when there are only two days authorized for the Christmas Holiday.
- ❖ This budget continues our hiring freeze, previous staff reductions and travel restrictions which will remain in effect throughout this budget year.
- ❖ This budget includes funds to support both economic development and contingency operations.
- ❖ This budget continues to require employees to use County vehicles, when available, for travel; this policy amounts to a savings of over 60% in travel costs versus paying mileage for use of personal vehicles.
- ❖ This budget funds needed capital outlay for County departments.
- ❖ This budget provides additional funding to our non-profit community partners in the amount of \$352,486.

Historically we have had difficult budget situations in Halifax County, the past few years of this budget planning process have been especially challenging in playing catchup on addressing needs that have been delayed based on our reduced revenues during the recession years. However, even today, there are unknowns in the areas of lottery revenues, sales tax distributions, allowable 9-1-1 fund expenses, Beer & Wine Tax, Medicaid Transformation, as well as many others that could affect this and upcoming budgets.

This proposed budget does show the County's commitment to providing excellent services to its citizens. However, this budget only addresses items of which we, the County, have full control. There will always be the potential for changes from both the Federal and State Government as we progress to a new normal with the COVID-19 pandemic. Staff and I will continue to work diligently with the North Carolina Association of County Commissioners (NCACC) and the National Association of Counties (NACo) in communicating our concerns to both our State and Federal Legislators to ensure they are fully educated and aware of the potential implications of their decisions on Halifax County.

Finally, I applaud this Board of County Commissioners for recognizing the value of our "Human Capital". It was never more evident how valuable our employees were until we had to respond to the Coronavirus pandemic. This pandemic shows the true commitment our employees have to protecting our citizens, especially those most vulnerable to the ill effects of the virus. I am extremely honored over the commitment we have from our employees and the services we proudly provide. I would like to give a special thanks to Public Health Director, Bruce Robistow, for his untiring efforts to keep the public not only safe, but well informed. Our employees stepped up to the challenge and did a wonderful job, but I want to give special thanks to our courageous Public Health Nurses...they are the real heroes here and deserve special accolades in


Attachment A

their handling of the pandemic. I also send kudos to our local hospitals and especially to our own Vidant North hospital.

As required by law, the budget will be available for public inspection in the Clerk to the Board's office and in all five County public libraries for the required ten (10) days *[due to COVID-19 limited access in county offices, please contact the Clerk's Office or the Library Branch to schedule an appointment to view a copy or to have a copy made]*. A public hearing will be held on Monday, June 1st at 9:30 a.m. with a final adoption scheduled for Monday, June 15th at 9:30 a.m. After the May 18th meeting, the proposed budget will be available on the County's website at www.halifaxnc.com.

I thank you for the opportunity you have given me to be a public servant to this great community we call Halifax County. I appreciate your support, guidance and encouragement as I and staff continue to grow in our service to our citizens. It continues to be a rewarding experience to work with our dedicated County employees who always amaze me with their ability to do more with less while maintaining their commitment to working hard and serving our Halifax County citizens. I would especially like to thank the strong support that I received from our core budget team: Deputy County Manager, Dia Denton; Finance Director, Mary Duncan; the former Human Resources Management Director, Renee Perry; County Attorney, Glynn Rollins and our former Senior Management Analyst, Ian Bumgarner. These team members are the gas and oil to our Halifax County Government budget engine. I also want to additionally thank all our employees with their can-do attitude. Knowing our challenges, our employees do have an efficiency mindset and continue to look for ways to improve while still providing a phenomenal level of service; this strong sense of public service is proven to me daily in my interactions with all of our great employees. It is always my desire to provide strong leadership and take a fiscally sound approach to maintaining and improving the quality of life for our citizens. Our goal in Halifax County is to provide a better place to live, work, play and improve life for all of our residents. As has been our catch phrase over the last 10+ years... "Working Together Works" and I'm honored to be a part of a team that practices and lives out the meaning of these words every day. On behalf of our 576 citizen servants, I am honored to present this proposed budget to the Halifax County Board of Commissioners for FY 2020-2021 and stand ready to assist you in continuing to move the County forward.

Respectfully Submitted,



Tony N. Brown
County Manager



AGENDA

Halifax County Board of Commissioners

Regular Meeting

TO: Halifax County Board of Commissioners

FROM: Mary W. Duncan, Finance Director

SUBJECT: Budget Amendments

DATE: July 13, 2020 Regular Meeting

SUPPORTING INFORMATION:

Attached are copies of the budget amendments which transfer amounts from one fund to another, increase or decrease funds from an outside funding source or establish new budgets not set up in the original FY 20 Budget Adoption.

ATTACHMENTS:

Description

- ▢ BA Coversheet
- ▢ BA for July

TOTAL COST:

COUNTY COST:

REQUEST: Approve budget amendments

Budget Amendments**Fiscal Year 20-21****July 13, 2020**

1	Sheriff - Budget additional donations for Benefitting the Kids	\$ 10,000.00
2	DSS - Correct posting of fundraising revenue to Elderly Christmas Fund account	200.00
3	DSS - Budget additional revenue for Safe Kids Grant	1,300.00
4	EMS - Budget 3% Administrative fee charged by NCACC for DHHS Cost Settlement report (\$768,632 @ 3%)	23,059.00
5	EMS - Budget revenue from Rural Health Group contract for Community Paramedic Program	114,000.00

Approved: July 13, 2020

Vernon J. Bryant
Chairman

Page 1

BUDGET AMENDMENT

Account Number / Name	Debit (Expense Increase) (Revenue Decrease)	Credit (Expense Decrease) (Revenue Increase)	Explanation
110-5310-5177-00 Shf-Benefitting the Kids	10,000.00		SHERIFF DEPT
110-4410-4320-24 Shf-Benefitting the Kids		10,000.00	Appropriate additional funds for Benefitting the Kids
TOTALS	10,000.00	10,000.00	

- * To **increase** a **revenue** line item, you credit - to decrease, you debit
- * To **increase** an **expense** line item, you debit - to decrease, you credit

Approval for Performance Compensation

Human Resources Director
Date

Program Director

Date
 6-12-20

Department / Agency Head

Date

County Manager or
 Deputy County Manager or
 County Commissioner Chairman

Date

BUDGET AMENDMENT

Account Number / Name	Debit (Expense Increase) (Revenue Decrease)	Credit (Expense Decrease) (Revenue Increase)	Explanation
125-4534-4839-48 Elderly Christmas Fund	200.00		DSS <i>Correct pasting</i>
125-6311-5500-02 Elderly Christmas Fund		200.00	<i>Transfer</i> fundraising revenue to the appropriate expense line
TOTALS	200.00	200.00	

- * To **increase** a **revenue** line item, you credit - to decrease, you debit
 * To **increase** an **expense** line item, you debit - to decrease, you credit

Approval for Performance Compensation

Human Resources Director

Date

Deana H. Garner

Program Director

6-1-2020

Date

Dell Ex

Department / Agency Head

6/1/2020

County Manager or
 Deputy County Manager or
 County Commissioner Chairman

Date

FIN BA 01

BUDGET AMENDMENT

FIN BA 01

BUDGET AMENDMENT

Account Number / Name	Debit	Credit	Explanation
130-5336-5191-03 Medicaid Admin Fee (NCACC)	23,059.00		EMS
130-4439-4331-44 Medicaid Cost Revenue		23,059.00	
			Budget 3% Admin Fee charged by NCACC
			from DHHS Cost settlement for FY 19
			\$768,632 * 3%
TOTALS	23,059.00	23,059.00	

* To **increase** a **revenue** line item, you credit - to decrease, you debit

* To **increase** an **expense** line item, you debit - to decrease, you credit

Approval for Performance Compensation

Human Resources Director

Date

Program Director

Date

Department / Agency Head

Date

County Manager or

Date

Deputy County Manager or

County Commissioner Chairman

BUDGET AMENDMENT

Account Number / Name	Debit (Expense Increase) (Revenue Decrease)	Credit (Expense Decrease) (Revenue Increase)	Explanation
130-5336-5121-00 / Salaries - Regular	15,000.00		Emergency Medical Services
130-5336-5122-00 / Salaries - Overtime	88,400.00		Budget Rural Health Group Community Care Paramedics
130-5336-5136-00 / Holiday Pay	4,000.00		
130-5336-5182-00 / Retirement	6,600.00		
130-4339-4328-00 / RHG-Comm Care Paramedic		114,000.00	
TOTALS	114,000.00	114,000.00	

- * To **increase** a **revenue** line item, you credit - to decrease, you debit
 * To **increase** an **expense** line item, you debit - to decrease, you credit

Approval for Performance Compensation	
Human Resources Director	Date

revised 9/16/14

Program Director	Date
<i>Wally W. Duncan</i>	6-18-20
Department / Agency Head	Date
<i>me</i>	
County Manager or Deputy County Manager or County Commissioner Chairman	Date

FIN BA 01



AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

FROM: Doris Hawkins, Halifax County Tax Collector

SUBJECT: Property Tax Releases - June 2020

DATE: July 13, 2020 Regular Meeting

SUPPORTING INFORMATION:

Report will be provided after the month-end process is completed on the last business day of the month.

ATTACHMENTS:

Description

- ▢ Property Tax Releases - June 2020

TOTAL COST:

COUNTY COST:

REQUEST: Approve the June 2020 property tax releases.


Halifax County Tax Department

Post Office Box 68
357 Ferrell Lane
Halifax, NC 27839
Phone: (252) 583-2121
Fax: (252) 583-9311

Doris B. Hawkins, Tax Coordinator/Collector
hawkinsd@halifaxnc.com

C. Shane Lynch, Tax Assessor
lynchc@halifaxnc.com

TO: Halifax County Commissioners

FROM: Doris Hawkins, Tax Coordinator/Collector 

Date: July 7, 2020

In accordance with G.S. 105-380 and G.S. 105-381 the following figures are the tax bills that required release during the month of June 2020 and do not require a refund. Your approval of the releases is required for the records to stand corrected.

Please refer to the detailed report of releases on file with the Clerk to the Board for further information. Thank you for your attention to this matter.

Number of accounts: 2
Tax year(s): 2017-2019
Total County levy: \$409.82

Reason for Change	Real Property	Personal Property
Personal property sold prior to January 1	0	1
Personal property not owned by billed taxpayer	0	1
	0	2



Where the Spirit of Independence Was Born



AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

FROM: Renee Perry, Interim HR Management Director

SUBJECT: 2020-2022 Holiday Schedule

DATE: July 13, 2020 Regular Meeting

SUPPORTING INFORMATION:

ATTACHMENTS:

Description

▯ Holiday Schedule 2020-2022

TOTAL COST:

COUNTY COST:

REQUEST: Please approve the 2020-2022 Holiday Schedule.

Halifax County Holiday Schedule

Holiday	Fiscal Year 2020-2021		Fiscal Year 2021-2022	
Independence Day	Friday	July 3rd	Monday	July 5th
Labor Day	Monday	September 7th	Monday	September 6th
Veteran's Day	Wednesday	November 11th	Thursday	November 11th
Thanksgiving	Thursday Friday	November 26th November 27th	Thursday Friday	November 25th November 26th
Christmas	Thursday Friday	December 24th December 25th	Friday Monday	December 24th December 27th
New Year's Day	Friday	January 1st	Friday	December 31st (2021)
Martin Luther King, Jr. Day	Monday	January 18th	Monday	January 17th
Easter (Good Friday)	Friday	April 2nd	Friday	April 15th
Memorial Day	Monday	May 31st	Monday	May 30th
Floating Holiday*	YES		YES	

*Floating Holiday (7.5 hours) is granted so employees received 12 paid holidays (90 hours) each fiscal year. A Floating Holiday is granted when there are only two (2) closure days attached to Christmas; no Floating Holidays will be granted on years when three (3) closure days are attached to Christmas. Floating Holidays will not carry forward into the next fiscal year; the 7.5 hours must be used in the current fiscal year by June 30th.

Board approved: July 13, 2020



AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

FROM: Rose Lewis, Aging Program Coordinator

SUBJECT: 2020 Seniors Farmers Market Nutrition Program

DATE: July 13, 2020 Regular Meeting

SUPPORTING INFORMATION:

1. The Division of Aging and Adult Services in collaboration with NC Department of Agriculture will fund The Seniors Farmers' Market Nutrition Program for four Halifax County congregate meal sites, Roanoke Rapids, Enfield, Hollister, and Scotland Neck.
2. Approximately 95 participants will receive \$24.00 in vouchers to shop at the Farmers' Market for fresh fruit and vegetables.
3. Due to the COVID-19 pandemic, adjustments to traditional SFMNP will be implemented because the program is more important than ever. Possible changes might be: mail coupons to participants or participants pick-up the coupons at designated times/locations.
4. This year, senior nutrition program directors and farmers market managers will collaborate closely to ensure our participants receive fresh produce and local farmers receive vital revenue.

ATTACHMENTS:

Description

- ▢ 2020 SFMNP

TOTAL COST:\$2,280.00

COUNTY COST:\$0.00

REQUEST: Request that the Board of Commissioners approve receiving the estimated \$2,280 in vouchers for participating older adults of the congregate sites in Halifax County and allow the vouchers to be distributed by the Council on Aging Office to each congregate site in the County.

The Division of Aging and Adult Services (DAAS), in collaboration with the North Carolina Department of Agriculture, has received USDA grant funding to offer the Senior Farmers' Market Nutrition Program (SFMNP) in 2020. This innovative program has dual goals. One goal is to improve the nutritional status of low income congregate nutrition site participants by enabling them to purchase fresh fruits and vegetables at local farmers' markets. A second goal is to stimulate business for the local farmers and create a greater awareness of the farmers' market.

The 2020 program time period is July 1, 2020 through September 30, 2020. DAAS will provide coupons to the congregate nutrition programs in participating counties and these local providers will distribute coupons to eligible congregate nutrition program participants. The congregate nutrition program will provide the older adults with one set of coupons worth \$24 during the 2020 growing season and encourage the participants to visit their local farmers' market to redeem their coupons.

Due to the COVID-19 pandemic, adjustments to North Carolina's traditional SFMNP will need to be implemented but we still intend to offer the program because the program is more important than ever. Possible changes might be: mail coupons to participants or participants could pick-up the coupons at a designated times/locations; farmers markets develop systems to allow participants to preorder items and have them ready for pick-up or SFMNP produce bags could be made and distributed to eligible participants. This year, senior nutrition program directors and farmer's market managers will need to collaborate closely to ensure our participants receive fresh produce and local farmers receive vital revenue.

The coupons and education materials for the participants will be distributed during small multiple regional training sessions scheduled in late June. Online training also will likely be offered.

Audrey Edmisten, MPH, RDN, LDN
Aging Program Specialist
NC Division of Aging and Adult Services
[NC Department of Health and Human Services](mailto:audrey.edmisten@dhhs.nc.gov)

Office: 919-855-3418
Fax: 919-715-0868
audrey.edmisten@dhhs.nc.gov

693 Palmer Drive Taylor Building
2101 Mail Service Center
Raleigh, NC 27699-2101



AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

FROM: Rose Lewis, Aging Program Coordinator

SUBJECT: 2020 SHIIP Medicare Improvements for Patients and Providers Act Grant

DATE: July 13, 2020 Regular Meeting

SUPPORTING INFORMATION:

1. Halifax County Council on Aging will comply with the items as defined in the grant.
2. Halifax County Council on Aging will conduct enrollment clinics (face to face, virtual and phone based), during the time period of 10/1/2019 through 9/30/2020 to expand low income subsidy outreach.
3. Halifax County Council on Aging will collaborate with the Area Agency on Aging to conduct outreach events throughout the county. (Due to COVID-19, outreach events may be postponed or held in a virtual setting).
4. Halifax County Council on Aging will submit client contact and media forms in a timely manner for input into the STARS website.

ATTACHMENTS:

Description

- ▣ MIPPA application

TOTAL COST:\$2,542.00

COUNTY COST:\$0.00

REQUEST: Approve the submission and receipt of funds from NC Department of Insurance SHIIP Division for the Seniors' Health Insurance Information Program MIPPA (Low-Income Subsidy) Grant and budgeting of the amount to be received and authorize the County Manager, County Attorney and Finance Director to sign all the necessary documents.

STATE OF NORTH CAROLINA
COUNTY OF WAKE

Grant Name: Medicare Improvements for Patients and Providers Act
Federal Awarding Agency: US Department of Health & Human Services,
Administration for Community Living

CFDA #	93.071	Cost Center:	Fiscal Year: 2019-2020
Grant Award #	1801NCMISH-01	16001659g9	Award Amount \$ 2,542.00
Performance Period:	10/1/2019 – 9/29/2020		Federal Award Date: 9/17/19
Account #	536405		Total Award Amount \$ 2,542.00

Recipient:	Contract Between	Subrecipient:
State of North Carolina		Name: Halifax County Council on Aging
Department of Insurance		County: Halifax
SHIIP Division		Tax ID/FIN# 56-6001836
		DUNS # 14305957

This Contract and its attachments shall be completed and returned to the Recipient within 45 days of receiving the electronic document in order for the Recipient to process the award and provide funds to the Subrecipient. The Subrecipient shall provide the Recipient with progress reports and a final report detailing the Subrecipient's use of State funds.

1. Contract Documents: This Contract shall consist of the following documents, incorporated herein by reference:

- (1) This Contract;
- (2) General Terms and Conditions for Public Sector Contracts (Attachment A)
- (3) Statement of Work (Attachment B)
- (4) Line Item Budget and Budget Narrative (Attachment C)
- (5) Certifications Regarding, Drug-Free Work-Place; Lobbying; and Debarment, Suspension and Other Responsibility Matters (Attachment D)

These documents constitute the entire agreement between the Parties and supersede all prior statements or agreements.

2. Precedence Among Contract Documents: In the event of a conflict between or among the terms of the Contract Documents, the terms in the Contract Document with the highest relative precedence shall prevail. The order of precedence shall be the order of documents as listed in Paragraph 1, above, with the first-listed document having the highest precedence and the last-listed document having the lowest precedence. If there are multiple Contract Amendments, the most recent amendment shall have the highest precedence and the oldest amendment shall have the lowest precedence.

3. Subrecipient's Duties: The Subrecipient shall provide the services as described in Attachment B with the terms of this Contract and in accordance with the approved budget in Attachment C. The Subrecipient shall maintain and make available all records, papers, vouchers, books, correspondence or other documentation or evidence at reasonable times for review, inspection or audit by duly authorized officials of the Recipient, the North Carolina State Auditor, or applicable federal agencies. Upon termination of contract as a SHIIP Coordinating Site, any equipment or property less than five (5) years old purchased by Subrecipient with

grant funds to perform SHIP functions shall be returned to the Recipient in good working order. The Subrecipient shall submit to the Recipient all plans, reports, documents or other products that the Recipient may require, in the form specified by the Recipient, including at the least following:

- A) A final budget report of expenses incurred during the contract period date;
- B) A mid-year report of the contracted activities of the Subrecipient due by April 30;
- C) A final comprehensive report within sixty (60) days of project end date; due on or before November 29.

4. **Recipient's Duties:** The Recipient shall reimburse the Subrecipient for the costs of services and activities described in Attachment B and in accordance with the approved budget in Attachment C. The Recipient shall monitor the Subrecipient for compliance with the terms of this Contract; and shall specify all reports and other deliverables required from the Subrecipient. The Recipient shall pay the Subrecipient in the manner and in the amounts specified in the Contract Documents.

☒ a. There are no matching requirements from the Subrecipient.

☐ b. The Subrecipient's matching requirement is \$n/a, which shall consist of:

- | | |
|---|--|
| <input type="checkbox"/> In-kind | <input type="checkbox"/> Cash |
| <input type="checkbox"/> Cash and In-kind | <input type="checkbox"/> Cash and/or In-kind |

The contributions from the Subrecipient shall be source from non-federal funds.

5. **Conflict of Interest Policy:** The Recipient has determined that this Contract is not subject to NCGS 143C-6-22 & 23.
6. **Reversion of Unexpended Funds:** Any unexpended grant funds shall revert to the Recipient upon termination of this Contract.
7. **Grants:** The Subrecipient has the responsibility to ensure that all sub-grantees, if any, provide all information necessary to permit the Subrecipient to comply with the terms and conditions set forth in this Contract. The grant award for the contract is not to be used for Research & Development (R&D).
8. **Payment Provisions:** As provided in NCGS 143C-6-21 this Contract is an annual appropriation of \$100,000 or less to or for the use of a non-profit corporation and payment shall be made in a single annual payment.
9. **Contract Administrators:** All notices permitted or required to be given by one Party to the other and all questions about the contract from one Party to the other shall be addressed and delivered to the other Party's Contract Administrator. The name, address, telephone number and fax number of the Parties' respective initial Contract Administrators are set out below. Either Party may change the name, address, telephone number and fax number of its Contract Administrator by giving timely written notice to the other Party.

For the Recipient:

Melinda Munden, Deputy Commissioner
SHIP Division
1201 Mail Service Center
Raleigh, NC 27699-1201

For the Subrecipient:

Rose Battle Lewis
Halifax County Council on Aging
120 Market Street
Enfield, NC 27823

Telephone: 919-814-9942

Telephone: 252-583-1688 ext 2284

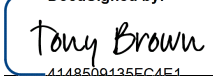
10. **Supplementation of Expenditures of Public Funds:** The Subrecipient assures that funds received under this Contract shall be used only to supplement, not to supplant, the total amount of federal, state and local public funds the Subrecipient otherwise expends for MIPPA and SHIP services and related programs.

Funds received under this Contract shall be used to provide additional public funding for such services; the funds shall not be used to reduce the Subrecipient's total expenditure of other public funds for such services.

- 11. Disbursements:** As a condition of this Contract, the Subrecipient acknowledges and agrees to make disbursements in accordance with the following requirements:
 - a. Implement adequate internal controls over disbursements;
 - b. Pre-audit all vouchers presented for payment to determine:
 - Validity and accuracy of payment;
 - Payment due date;
 - Adequacy of documentation supporting payment; and
 - Legality of disbursement;
 - c. Assure adequate control of signature stamps/plates;
 - d. Assure adequate control of negotiable instruments; and
 - e. Implement procedures to ensure that the account balance is solvent and reconcile the account monthly.
- 12. Outsourcing:** The Subrecipient certifies that it has identified to the Recipient all jobs related to the Contract that have been outsourced to other countries, if any. Subrecipient further agrees that it will not outsource any such jobs during the term of this Contract without providing notice to the Recipient.
- 13. Executive Order # 24:** NCGS 133-32 and Executive Order 24 prohibit the offer to, or acceptance by, any State Employee of any gift from anyone with a contract with the State, or from any person seeking to do business with the State. By execution of any response in this procurement, you attest, for your entire organization and its employees or agents, that you are not aware that any such gift has been offered, accepted, or promised by any employees of your organization.
- 14. Audit:** The Recipient reserves the right to conduct an audit through the NCSMP Program Director. The Subrecipient must permit access to records and financial statements by the audit staff of Recipient as necessary.
- 15. Federal Certifications:** The Subrecipient agrees to execute the following federal certifications that are attached to this agreement (applicable when receiving federal funds).
 - A. Certification Regarding Lobbying.
 - B. Certification Regarding Department.
 - C. Certification Regarding Drug-Free Workplace Requirements.

- 16. Signature Warranty:** The undersigned represent and warrant that they are authorized to bind their principals to the terms of this agreement.

Subrecipient:


DocuSigned by:
BY: 
4148500135FC4E1...
Tony Brown
County Manager

DATE: 06/05/2020

Division of SHIP,

DocuSigned by:
BY: 
073C676CC38D4E7...
Melinda Munden

DATE: 04/24/2020

DocuSigned by:
BY: 
57FCAG598AB8444...
Robert D. Croom

DATE: 06/09/2020

DocuSigned by:
BY: 
E4BBB5B379E9482...
Michelle Osborne

DATE: 06/11/2020

Contract is not executed until last signature is obtained.

Reviewed by:   

Controller's Office Review: 

Attachment A General Terms and Conditions

DEFINITIONS

Unless indicated otherwise from the context, the following terms shall have the following meanings in this Contract. Some definitions are from 9 NCAC 3M.0102 unless otherwise noted. If the rule or statute that is the source of the definition is changed by the adopting authority, the change shall be incorporated herein.

- (1) "Recipient" (as used in the context of the definitions below) shall mean and include every public office, public officer or official (State or local, elected or appointed), institution, board, commission, bureau, council, department, authority or other unit of government of the State or of any county, unit, special district or other political sub agency of government. For other purposes in this Contract, "Recipient" shall mean the entity identified as one of the parties hereto.
- (2) "Audit" means an examination of records or financial accounts to verify their accuracy.
- (3) "Certification of Compliance" means a report provided by the Recipient to the Office of the State Auditor that states that the Subrecipient has met the reporting requirements established by this Subchapter and included a statement of certification by the Recipient and copies of the submitted Subrecipient reporting package.
- (4) "Compliance Supplement" refers to the North Carolina State Compliance Supplement, maintained by the State and Local Government Finance Agency within the North Carolina Department of State Treasurer that has been developed in cooperation with agencies to assist the local auditor in identifying program compliance requirements and audit procedures for testing those requirements.
- (5) "Contract" means a legal instrument that is used to reflect a relationship between the Recipient, Subrecipient, and subrecipient.
- (6) "Fiscal Year" means the annual operating year of the non-State entity.
- (7) "Financial Assistance" means assistance that non-State entities receive or administer in the form of grants, loans, loan guarantees, property (including donated surplus property), cooperative agreements, interest subsidies, insurance, food commodities, direct appropriations, and other assistance. Financial assistance does not include amounts received as reimbursement for services rendered to individuals for Medicare and Medicaid patient services.
- (8) "Financial Statement" means a report providing financial statistics relative to a given part of an organization's operations or status.
- (9) "Grant" means financial assistance provided by an Recipient, Subrecipient, or subrecipient to carry out activities whereby the grantor anticipates no programmatic involvement with the Subrecipient or subrecipient during the performance of the grant.
- (10) "Subrecipient" has the meaning in NCGS 143C-6-23(a)(2): a non-State entity that receives a grant of State funds from a State agency, department, or institution but does not include any non-State entity subject to the audit and other reporting requirements of the Local Government Commission. For other purposes in this Contract, "Subrecipient" shall mean the entity identified as one of the parties hereto.
- (11) "Grantor" means an entity that provides resources, generally financial, to another entity in order to achieve a specified goal or objective.
- (12) "Non-State Entity" has the meaning in NCGS 143C-1-1(d)(18): Any of the following that is not a State agency: An individual, a firm, a partnership, an association, a county, a corporation, or any other organization acting as a unit. The term includes a unit of local government and public authority.
- (13) "Public Authority" has the meaning in NCGS 143C-1-1(d)(22): A municipal corporation that is not a unit of local government or a local governmental authority, board, commission, council, or agency that (i) is not a municipal corporation and (ii) operates on an area, regional, or multiunit basis, and the budgeting and accounting systems of which are not fully a part of the budgeting and accounting systems of a unit of local government.
- (14) "Single Audit" means an audit that includes an examination of an organization's financial statements, internal controls, and compliance with the requirements of Federal or State awards.
- (15) "Special Appropriation" means a legislative act authorizing the expenditure of a designated amount of public funds for a specific purpose.
- (16) "State Funds" means any funds appropriated by the North Carolina General Assembly or collected by the State of North Carolina. State funds include federal financial assistance received by the State and transferred or disbursed to non-State entities. Both Federal

and State funds maintain their identity as they are subrecipient to other organizations. Pursuant to NCGS 143C-6-23(a)(1), the terms "State grant funds" and "State grants" do not include any payment made by the Medicaid program, the State Health Plan for Teachers and State Employees, or other similar medical programs.

- (17) "Subrecipient" has the meaning in NCGS 143C-6-23(a)(3): a non-State entity that receives State funds as a grant from a grantee or from another subrecipient but does not include any non-State entity subject to the audit and other reporting requirements of the Local Government Commission.
- (18) "Unit of Local Government" has the meaning in NCGS 143C-1-1(d)(29): A municipal corporation that has the power to levy taxes, including a consolidated city-county as defined by NCGS 160B-2(1), and all boards, agencies, commissions, authorities, and institutions thereof that are not municipal corporations.

Relationships of the Parties

Independent Contractor: The Subrecipient is and shall be deemed to be an independent contractor in the performance of this Contract and as such shall be wholly responsible for the work to be performed and for the supervision of its employees. The Subrecipient represents that it has, or shall secure at its own expense, all personnel required in performing the services under this agreement. Such employees shall not be employees of, or have any individual contractual relationship with, the Recipient.

Subcontracting: The Subrecipient shall not subcontract any of the work contemplated under this Contract without prior written approval from the Recipient. Any approved subcontract shall be subject to all conditions of this Contract. Only the subcontractors or subrecipients specified in the contract documents are to be considered approved upon award of the contract. The Recipient shall not be obligated to pay for any work performed by any unapproved subcontractor or subrecipient. The Subrecipient shall be responsible for the performance of all of its subrecipients and shall not be relieved of any of the duties and responsibilities of this Contract.

Subrecipients: The Subrecipient has the responsibility to ensure that all subrecipients, if any, provide all information necessary to permit the Subrecipient to comply with the standards set forth in this Contract.

Assignment: No assignment of the Subrecipient's obligations or the Subrecipient's right to receive payment hereunder shall be permitted. However, upon written request approved by the issuing purchasing authority, the State may:

- (a) Forward the Subrecipient's payment check(s) directly to any person or entity designated by the Subrecipient, or
- (b) Include any person or entity designated by Subrecipient as a joint payee on the Subrecipient's payment check(s).

In no event shall such approval and action obligate the State to anyone other than the Subrecipient and the Subrecipient shall remain responsible for fulfillment of all contract obligations.

Beneficiaries: Except as herein specifically provided otherwise, this Contract shall inure to the benefit of and be binding upon the parties hereto and their respective successors. It is expressly understood and agreed that the enforcement of the terms and conditions of this Contract, and all rights of action relating to such enforcement, shall be strictly reserved to the Recipient and the named Subrecipient. Nothing contained in this document shall give or allow any claim or right of action whatsoever by any other third person. It is the express intention of the Recipient and Subrecipient that any such person or entity, other than the Recipient or the Subrecipient, receiving services or benefits under this Contract shall be deemed an incidental beneficiary only.

Ineligible Vendors: As provided in G.S. 147-86.59 and G.S. 147-86.82, the following companies are ineligible to contract with the State of North Carolina or any political subdivision of the State: a) any company identified as engaging in investment activities in Iran, as determined by appearing on the Final Divestment List created by the State Treasurer pursuant to G.S. 147-86.58, and b) any company identified as engaged in a boycott of Israel as determined by appearing on the List of restricted companies created by the State Treasurer pursuant to G.S. 147-86.81. A contract with the State or any of its political subdivisions by any company identified in a) or b) above shall be void ab initio.

Indemnity

Indemnification: The Subrecipient agrees to indemnify and hold harmless the Recipient, the State of North Carolina, and any of their officers, agents and employees, from any claims of third parties arising out of any act or omission of the Subrecipient in connection with the

performance of this Contract to the extent permitted by law.

Default and Termination

Termination by Mutual Consent: The Parties may terminate this Contract by mutual consent with 60 days' notice to the other party, or as otherwise provided by law.

Termination Without Cause: The Recipient may terminate this contract without cause by giving 60 days written notice to the Contractor. In that event, all finished or unfinished deliverable items prepared by the Contractor under this contract shall, at the option of the Recipient, become its property and the Contractor shall be entitled to receive just and equitable compensation for any satisfactory work completed on such materials, minus any payment or compensation previously made.

Termination for Cause: If, through any cause, the Subrecipient shall fail to fulfill its obligations under this Contract in a timely and proper manner, the Recipient shall have the right to terminate this Contract by giving written notice to the Subrecipient and specifying the effective date thereof. In that event, all finished or unfinished deliverable items prepared by the Subrecipient under this Contract shall, at the option of the Recipient, become its property and the Subrecipient shall be entitled to receive just and equitable compensation for any satisfactory work completed on such materials, minus any payment or compensation previously made. Notwithstanding the foregoing provision, the Subrecipient shall not be relieved of liability to the Recipient for damages sustained by the Recipient by virtue of the Subrecipient's breach of this agreement, and the Recipient may withhold any payment due the Subrecipient for the purpose of setoff until such time as the exact amount of damages due the Recipient from such breach can be determined.

Waiver of Default: Waiver by the Recipient of any default or breach in compliance with the terms of this Contract by the Subrecipient shall not be deemed a waiver of any subsequent default or breach and shall not be construed to be modification of the terms of this Contract unless stated to be such in writing, signed by an authorized representative of the Recipient and the Subrecipient and attached to the contract.

Availability of Funds: The parties to this Contract agree and understand that the payment of the sums specified in this Contract is dependent and contingent upon and subject to the appropriation, allocation, and availability of funds for this purpose to the Recipient.

Force Majeure: Neither party shall be deemed to be in default of its obligations hereunder if and so long as it is prevented from performing such obligations by any act of war, hostile foreign action, nuclear explosion, riot, strikes, civil insurrection, earthquake, hurricane, tornado, or other catastrophic natural event or act of God.

Survival of Promises: All promises, requirements, terms, conditions, provisions, representations, guarantees, and warranties contained herein shall survive the contract expiration or termination date unless specifically provided otherwise herein, or unless superseded by applicable federal or state statutes of limitation.

Health Insurance Portability and Accountability Act (HIPAA): The Contractor agrees that, if the Recipient determines that some or all of the activities within the scope of this contract are subject to the Health Insurance Portability and Accountability Act of 1996, P.L. 104-91, as amended ("HIPAA"), or its implementing regulations, it will comply with the HIPAA requirements and will execute such agreements and practices as the Recipient may require to ensure compliance.

Executive Order # 24: "By Executive Order 24, issued by Governor Perdue, and NCGS 133-32, it is unlawful for any vendor or contractor (i.e. architect, bidder, contractor, construction manager, design professional, engineer, landlord, offeror, seller, subcontractor, supplier, or vendor), to make gifts or to give favors to any State employee of the Governor's Cabinet Agencies (i.e., Administration, Commerce, Correction, Crime Control and Public Safety, Cultural Resources, Environment and Natural Resources, Health and Human Services, Juvenile Justice and Delinquency Prevention, Revenue, Transportation, and the Office of the Governor). This prohibition covers those vendors and contractors who have a contract with a governmental agency; or have performed under such a contract within the past year; or anticipate bidding on such a contract in the future.

For additional information regarding the specific requirements and exemptions, vendors and contractors are encouraged to review Executive Order 24 and NCGS Sec. 133-32.

Executive Order 24 also encouraged and invited other State Agencies to implement the requirements and prohibitions of the Executive Order to their agencies. Vendors and contractors should contact other State Agencies to determine if those agencies have adopted Executive Order 24."

Intellectual Property Rights

Copyrights and Ownership of Deliverables: All deliverable items produced pursuant to this Contract are the exclusive property of the Recipient. The Subrecipient shall not assert a claim of copyright or other property interest in such deliverables.

Compliance with Applicable Laws

Compliance with Laws: The Subrecipient shall comply with all laws, ordinances, codes, rules, regulations, and licensing requirements that are applicable to the conduct of its business, including those of federal, state, and local agencies having jurisdiction and/or authority.

Equal Employment Opportunity: The Subrecipient shall comply with all federal and state laws relating to equal employment opportunity.

Confidentiality

Confidentiality: Any information, data, instruments, documents, studies or reports given to or prepared or assembled by the Subrecipient under this agreement shall be kept as confidential and not divulged or made available to any individual or organization without the prior written approval of the Recipient. The Subrecipient acknowledges that in receiving, storing, processing or otherwise dealing with any confidential information it will safeguard and not further disclose the information except as otherwise provided in this Contract.

Oversight

Access to Persons and Records: The State Auditor shall have access to persons and records as a result of all contracts or grants entered into by State agencies or political subdivisions in accordance with NCGS 147-64.7. Additionally, as the State funding authority, the Recipient and all applicable federal agencies or their agents shall have access to persons and records as a result of all contracts or grants entered into by State agencies or political subdivisions.

Record Retention: Records shall not be destroyed, purged or disposed of without the express written consent of the Recipient. State basic records retention policy requires all grant records to be retained for a minimum of five years or until all audit exceptions have been resolved, whichever is longer. If the contract is subject to federal policy and regulations, record retention may be longer than five years since records must be retained for a period

of three years following submission of the final Federal Financial Status Report, if applicable, or three years following the submission of a revised final Federal Financial Status Report. Also, if any litigation, claim, negotiation, audit, disallowance action, or other action involving this Contract has been started before expiration of the five-year retention period described above, the records must be retained until completion of the action and resolution of all issues which arise from it, or until the end of the regular five-year period described above, whichever is later.

Miscellaneous

Choice of Law: The validity of this Contract and any of its terms or provisions, as well as the rights and duties of the parties to this Contract, are governed by the laws of North Carolina. The Subrecipient, by signing this Contract, agrees and submits, solely for matters concerning this Contract, to the exclusive jurisdiction of the courts of North Carolina and agrees, solely for such purpose, that the exclusive venue for any legal proceedings shall be Wake County, North Carolina. The place of this Contract and all transactions and agreements relating to it, and their situs and forum, shall be Wake County, North Carolina, where all matters, whether sounding in contract or tort, relating to the validity, construction, interpretation, and enforcement shall be determined.

Amendment: This Contract may not be amended orally or by performance. Any amendment must be made in written form and executed by duly authorized representatives of the Recipient and the Subrecipient.

Severability: In the event that a court of competent jurisdiction holds that a provision or requirement of this Contract violates any applicable law, each such provision or requirement shall continue to be enforced to the extent it is not in violation of law or is not otherwise unenforceable and all other provisions and requirements of this Contract shall remain in full force and effect.

Headings: The Section and Paragraph headings in these General Terms and Conditions are not material parts of the agreement and should not be used to construe the meaning thereof.

Time of the Essence: Time is of the essence in the performance of this Contract.

Key Personnel: The Contractor shall not replace any of the key personnel assigned to the performance of this contract without the prior written approval of the

Recipient. The term “key personnel” includes any and all persons identified as such in the contract documents and any other persons subsequently identified as key personnel by the written agreement of the parties.

Care of Property: The Subrecipient agrees that it shall be responsible for the proper custody and care of any property furnished to it for use in connection with the performance of this Contract and will reimburse the Recipient for loss of, or damage to, such property. At the termination of this Contract, the Subrecipient shall contact the Recipient for instructions as to the disposition of such property and shall comply with these instructions.

Travel Expenses: Reimbursement to the Subrecipient for travel mileage, meals, lodging and other travel expenses incurred in the performance of this Contract

shall be reasonable and supported by documentation. State rates should be used as guidelines. International travel shall not be reimbursed under this Contract.

Sales/Use Tax Refunds: If eligible, the Subrecipient and all subrecipients shall: (a) ask the North Carolina Department of Revenue for a refund of all sales and use taxes paid by them in the performance of this Contract, pursuant to NCGS 105-164.14; and (b) exclude all refundable sales and use taxes from all reportable expenditures before the expenses are entered in their reimbursement reports.

Advertising: The Subrecipient shall not use the award of this Contract as a part of any news release or commercial advertising, except as allowed in Attachment B.

Attachment B

For the period 10/1/2019 – 9/29/2020

Statement of Work

Subrecipient: Halifax County Council on Aging

This statement should be a short summary describing what the Subrecipient does and how the Subrecipient will use these funds. The terms of the contract between the SHIIP office and the agencies require local programs meet these goals for the contract period. The uses of these funds are not limited to but **MUST** include the following activities:

1. Expand Low Income Subsidy (LIS) outreach and enrollment in the county by conducting a minimum of four enrollment clinics during the period 10/1/2019 through 9/29/2020; clinics are to be held in non-traditional locations, i.e., library, church, senior housing complex, etc.;
2. Display Monthly Prevention and Wellness Campaign Posters in your respective agency and at SHIIP outreach events during the reporting period, i.e., health fairs, awareness events, etc.;
3. Submit Client Counseling Contact and Public & Media Outreach (NPR) forms in a timely manner through the STARS website;
4. Work with the Area Agency on Aging in your area to conduct outreach events in the county.

Subrecipient Response to Scope of work:

Halifax County Council on Aging will conduct at least four enrollment clinics during the time period of 10/01/2019 through 9/30/2020 to expand low income subsidy outreach within the county. Enrollment clinics will be held at senior living communities, health care facilities, community centers, and at churches as requested. Due to COVID-19 enrollment clinics may be held via phone or virtual.

Halifax County Council on Aging will continue to display Monthly Prevention and Wellness Campaign posters within the Council on Aging office and at attended health fairs and outreach and awareness events.

Halifax County Council on Aging will submit client contact and media forms in a timely manner for input into the STARS website.

Halifax County Council on Aging will continue collaborating with Upper Coastal Plain Area Agency on Aging to conduct outreach events in the county.

Attachment C

For the period 10/1/2019 – 9/29/2020

Line Item Budget and Budget Narrative

Provide a budget and short narrative on the use of the funding amount reflected on the contract. Please provide details of all expenses including routine charges. These expenditures may include telephone, postage, salary, equipment purchases, internet services etc. Upon termination of contract as a SHIIP Subrecipient, any equipment or property less than five (5) years old purchased by Subrecipient with grant funds to perform SHIIP functions shall be returned to the Recipient in good working order.

All budgets must be approved by the Recipient.

Subrecipient Name: Halifax County Council on Aging **Award Amount:** \$ 2,542.00

All fields must be completed.

Zero is an acceptable answer.

Must agree to the award amount.
Is this required by your local government?

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

Yes



Budget	Amount
Contractual	0.00
Construction	0.00
Supplies	842.00
Equipment	1700.00
Other	0.00
Travel	0.00
Personnel	0.00
Fringe	0.00
Total	2,542.00

Written description of planned expenditures:

Equipment cost of \$1,700.00 will be used for a purchase of laptop and required software to assist with outreach and virtual clinics.

Supplies cost of \$842.00 will be used to purchase supplies for outreach, such as folders, pamphlets, mobile printer, ink, etc.

Attachment D
Certifications Regarding, Drug-Free Work-Place; Lobbying; and
Debarment, Suspension and Other Responsibility Matters

1. Drug-Free Work-Place

The undersigned (authorized official) certifies that it will provide a drug-free workplace in accordance with the Drug-Free Work-Place Act of 1988, 45 CFR Part 76, subpart F. The certification set out below is a material representation of fact upon which reliance will be placed when awarding the grant. False certification or violation of the certification shall be grounds for suspension of payments, suspensions or termination of grants or government wide suspension or debarment.

The Subrecipient certifies that it will or will continue to provide a drug-free workplace by:

- (a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Subrecipient's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
 - (b) Establishing an on-going drug-free awareness program to inform employees about—
 - (1) The dangers of drug abuse in the workplace;
 - (2) The Subrecipient's policy of maintaining a drug-free workplace;
 - (3) Any available drug counseling, rehabilitation, and employee assistance programs; and
 - (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
 - (c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a); above;
 - (d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will—
 - (1) Abide by the terms of the statement; and
 - (2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
 - (e) Notifying the Recipient, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2), above, from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to Recipient on whose grant activity the convicted employee was working.
- Notices shall include the identification number(s) of each affected grant;
- (f) Taking one of the following actions, within 30 days of receiving notice under subparagraph (d)(2), above, with respect to any employee who is so convicted—
 - (1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
 - (g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

The Subrecipient certifies that, as a condition of the grant, it will not engage in the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance in conducting any activity with the grant.

2. Lobbying

Title 31 of the United States Code, Section 1352, entitled "Limitation on use of appropriated funds to influence certain Federal contracting and financial transactions," generally prohibits recipients of Federal grants and cooperative agreements from using Federal (appropriated) funds for lobbying the Executive or Legislative Branches of the Federal Government in connection with a SPECIFIC grant or cooperative agreement. Section 1352 also requires that each person who request or received a Federal grants or cooperative agreement must disclose lobbying undertaking with non-Federal (non-appropriated) funds. These requirements apply to grants and cooperative agreements EXCEEDING \$100,000 in total costs (45 CFR Part93).

The undersigned (authorized official) certifies, to the best of his or her knowledge and belief, that:

- (a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, any officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant, loan or cooperative agreement;
- (b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities," in accordance with its instructions;
- (c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, contracts and contracts under grants, loans and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

3. Debarment, Suspension and Other Responsibility Matters

NOTE: In accordance with 45 CFR Part 76, amended June 26, 1995, any debarment, suspension, proposed debarment or other government wide exclusion initiated under the Federal Acquisition Regulation (FAR) on or after August 25, 1995, shall be recognized by and effective for Executive Branch agencies and participants as an exclusion under 45 CFR Part 76.

(a) Primary Covered Transactions

The undersigned (authorized official) certifies to the best of his or her knowledge and belief, that the applicant, defined as the primary participant in accordance with 45 CFR Part 76, and its principals:

- (1) are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any Federal department or agency;
- (2) have not within a 3-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(3) are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (a)(2) of this certification; and

(4) have not within a 3-year period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated for cause or default.

Should the applicant not be able to provide this certification, an explanation as to why should be placed under the assurances page in the application package.


(b) Lower Tier Covered Transactions

The applicant agrees by submitting this proposal that it will include, without modification, **the following clause titled “Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion -- Lower Tier Covered Transaction”** (Appendix B to 45 CFR Part 76) in all lower tier covered transactions (i.e., transactions with subrecipients and/or contractors) and in all solicitations for lower tier covered transactions:

Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion -- Lower Tier Covered Transactions

(1) The prospective lower tier participant certifies by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

(2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Signature of Authorized Certifying Official 	Title County Manager
Subrecipient Name Halifax County Council on Aging	Date Submitted 06/05/2020

All Participants: Enter any necessary notes throughout the process in the comments box below.
Comments are not part of the contract.

Please do not enter anything below as it will only restart the process. Thank you.

Please do not enter anything here as it will only restart the process. Thank you.

CONTRACT SIGNATURE PAGE

CONTRACTOR: NC Department of Insurance Seniors Health Information Insurance Program

COUNTY DEPARTMENT: Halifax County Aging / Human Resource Management

SUBJECT OF CONTRACT: SHIIP MIPPA 2019-2020

DATE/TERM OF CONTRACT: 10/1/2019-9/29/2020

HALIFAX COUNTY

By: _____
Tony N. Brown, County Manager

Date: _____

This instrument has been pre-audited in the Manner
Required by the Local Government and
Fiscal Control Act

Finance Officer

Date: _____

Approved as to Form and Legality

County Attorney

Date: _____

Certificate Of Completion

Envelope Id: EB8A8FA5A4CE43D6A36C9E7523E4447E

Status: Completed

Subject: Please review & sign your document MIPPA Gov Executive Contract

Source Envelope:

Document Pages: 17

Signatures: 5

Envelope Originator:

Certificate Pages: 6

Initials: 4

DOI Contracts

AutoNav: Enabled

PO Box 17209

Envelopeld Stamping: Enabled

Raleigh, NC 27609

Time Zone: (UTC-05:00) Eastern Time (US & Canada)

contracts@ncdoi.gov

IP Address: 149.168.74.8

Record Tracking

Status: Original

Holder: DOI Contracts

Location: DocuSign

4/23/2020 2:53:19 PM

contracts@ncdoi.gov

Signer Events

Signature

Timestamp

Kathy Moger

Completed

Sent: 4/23/2020 2:53:20 PM

kathy.moger@ncdoi.gov

Viewed: 4/23/2020 2:53:46 PM

Administrative Assistant

Signed: 4/23/2020 2:57:44 PM

Department of Public Safety

Using IP Address: 149.168.74.8

Security Level: Email, Account Authentication (None)

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Kevin Robertson



Sent: 4/23/2020 2:57:47 PM

kevin.robertson@ncdoi.gov

Viewed: 4/24/2020 7:48:07 AM

NCSMP Program Director

Signed: 4/24/2020 7:48:57 AM

Automated Travel Reimbursement - OSC

Signature Adoption: Pre-selected Style

Security Level: Email, Account Authentication (None)

Using IP Address: 149.168.74.8

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Melinda Munden



Sent: 4/24/2020 7:49:00 AM

melinda.munden@ncdoi.gov

Viewed: 4/24/2020 8:16:09 AM

Deputy Commissioner and Director for the Seniors'

Signed: 4/24/2020 8:16:24 AM

Health Insurance Information Program

Signature Adoption: Pre-selected Style

Department of Insurance

Using IP Address: 174.193.12.69

Security Level: Email, Account Authentication (None)

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Rose Battle Lewis

Completed

Sent: 4/24/2020 8:16:27 AM

battler@halifaxnc.com

Resent: 5/11/2020 9:22:46 AM

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Resent: 5/18/2020 7:33:21 AM

Resent: 5/18/2020 7:35:20 AM

Viewed: 4/24/2020 10:42:09 AM

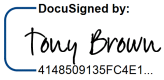

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Electronic Record and Signature Disclosure:

Accepted: 4/24/2020 10:42:09 AM

ID: f8fbb8e5-8099-49fc-bc84-3e58932e27fb

Signer Events	Signature	Timestamp
<p>Tony Brown brownt@halifaxnc.com County Manager Security Level: Email, Account Authentication (None)</p> <p>Electronic Record and Signature Disclosure: Accepted: 6/5/2020 3:23:15 PM ID: e8aa7bc9-7f2f-4697-97a1-e038b7c8b116</p>	<p>DocuSigned by:  4148509135FC4E1...</p> <p>Signature Adoption: Pre-selected Style Using IP Address: 204.211.93.2</p>	<p>Sent: 6/5/2020 3:17:03 PM Viewed: 6/5/2020 3:23:15 PM Signed: 6/5/2020 3:25:32 PM</p>
<p>Kevin Robertson kevin.robertson@ncdoi.gov NC SMP Program Director Automated Travel Reimbursement - OSC Security Level: Email, Account Authentication (None)</p> <p>Electronic Record and Signature Disclosure: Not Offered via DocuSign</p>	<p>DS </p> <p>Signature Adoption: Pre-selected Style Using IP Address: 149.168.74.8</p>	<p>Sent: 6/5/2020 3:25:37 PM Viewed: 6/5/2020 3:38:01 PM Signed: 6/5/2020 3:38:11 PM</p>
<p>Renee Young-Williams renee.williams@ncdoi.gov Budget Analyst Department of Insurance Signing Group: DOI Contract Security Level: Email, Account Authentication (None)</p> <p>Electronic Record and Signature Disclosure: Not Offered via DocuSign</p>	<p>DS </p> <p>Signature Adoption: Pre-selected Style Using IP Address: 149.168.74.8</p>	<p>Sent: 6/5/2020 3:38:15 PM Viewed: 6/5/2020 3:47:41 PM Signed: 6/5/2020 3:47:54 PM</p>
<p>Robert D. Croom Robert.Croom@ncdoi.gov Attorney or Special Counsel- Administration Division Department of Insurance Security Level: Email, Account Authentication (None)</p> <p>Electronic Record and Signature Disclosure: Not Offered via DocuSign</p>	<p>DocuSigned by:  57FCAC598AB8444...</p> <p>Signature Adoption: Uploaded Signature Image Using IP Address: 149.168.74.8</p>	<p>Sent: 6/5/2020 3:47:58 PM Resent: 6/9/2020 7:20:37 AM Viewed: 6/9/2020 12:11:00 PM Signed: 6/9/2020 12:11:31 PM</p>
<p>Atlanta Steagall atlanta.steagall@ncdoi.gov Executive Assistant Department of Information Technology Security Level: Email, Account Authentication (None)</p> <p>Electronic Record and Signature Disclosure: Not Offered via DocuSign</p>	<p>DS </p> <p>Signature Adoption: Pre-selected Style Using IP Address: 149.168.74.8</p>	<p>Sent: 6/9/2020 12:11:36 PM Viewed: 6/11/2020 10:02:55 AM Signed: 6/11/2020 10:03:02 AM</p>
<p>Michelle Osborne michelle.osborne@ncdoi.gov Chief Deputy Commissioner Department of Information Technology Security Level: Email, Account Authentication (None)</p> <p>Electronic Record and Signature Disclosure: Not Offered via DocuSign</p>	<p>DocuSigned by:  E4BBB5B379E9482...</p> <p>Signature Adoption: Pre-selected Style Using IP Address: 149.168.74.8</p>	<p>Sent: 6/11/2020 10:03:06 AM Viewed: 6/11/2020 10:07:05 AM Signed: 6/11/2020 10:07:17 AM</p>
<p>Electronic Record and Signature Disclosure: Not Offered via DocuSign</p>		
In Person Signer Events	Signature	Timestamp

Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	6/11/2020 10:03:06 AM
Certified Delivered	Security Checked	6/11/2020 10:07:05 AM
Signing Complete	Security Checked	6/11/2020 10:07:17 AM
Completed	Security Checked	6/11/2020 10:07:17 AM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

CONSUMER DISCLOSURE

From time to time, The Office of the State Controller (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign, Inc. (DocuSign) electronic signing system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to these terms and conditions, please confirm your agreement by clicking the "I agree"™ button at the bottom of this document.

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At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after signing session and, if you elect to create a DocuSign signer account, you may access them for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. To indicate to us that you are changing your mind, you must withdraw your consent using the DocuSign "Withdraw Consent"™ form on the signing page of a DocuSign envelope instead of signing it. This will indicate to us that you have withdrawn your consent to receive required notices and disclosures electronically from us and you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures

electronically from us.

How to contact The Office of the State Controller:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: charles.richards@nc.gov

To advise The Office of the State Controller of your new e-mail address

To let us know of a change in your e-mail address where we should send notices and disclosures electronically to you, you must send an email message to us at charles.richards@nc.gov and in the body of such request you must state: your previous e-mail address, your new e-mail address. We do not require any other information from you to change your email address..

In addition, you must notify DocuSign, Inc. to arrange for your new email address to be reflected in your DocuSign account by following the process for changing e-mail in the DocuSign system.

To request paper copies from The Office of the State Controller

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an e-mail to charles.richards@nc.gov and in the body of such request you must state your e-mail address, full name, US Postal address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with The Office of the State Controller

To inform us that you no longer want to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your DocuSign session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an e-mail to charles.richards@nc.gov and in the body of such request you must state your e-mail, full name, US Postal Address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

Operating Systems:	Windows® 2000, Windows® XP, Windows Vista®; Mac OS® X
Browsers:	Final release versions of Internet Explorer® 6.0 or above (Windows only); Mozilla Firefox 2.0 or above (Windows and Mac); Safari®, 3.0 or above (Mac only)
PDF Reader:	Acrobat® or similar software may be required to view and print PDF files
Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	Allow per session cookies

** These minimum requirements are subject to change. If these requirements change, you will be asked to re-accept the disclosure. Pre-release (e.g. beta) versions of operating systems and browsers are not supported.

Acknowledging your access and consent to receive materials electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please verify that you were able to read this electronic disclosure and that you also were able to print on paper or electronically save this page for your future reference and access or that you were able to e-mail this disclosure and consent to an address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format on the terms and conditions described above, please let us know by clicking the "I agree"™ button below.

By checking the "I agree"™ box, I confirm that:

- I can access and read this Electronic CONSENT TO ELECTRONIC RECEIPT OF ELECTRONIC CONSUMER DISCLOSURES document; and
- I can print on paper the disclosure or save or send the disclosure to a place where I can print it, for future reference and access; and
- Until or unless I notify The Office of the State Controller as described above, I consent to receive from exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to me by The Office of the State Controller during the course of my relationship with you.



AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

FROM: C. Renee Perry, Interim Human Resources Management Director

PRESENTER: County Commissioners

SUBJECT: Retirement Resolution - Arthur Whitehead, Cooperative Extension

DATE: July 13, 2020 Regular Meeting

SUPPORTING INFORMATION:

Please recognize Arthur Whitehead with the attached resolution for his service to Halifax County Government.

ATTACHMENTS:

Description

- ▢ Retirement Resolution - Arthur Whitehead - Cooperative Extension

TOTAL COST:

COUNTY COST:

REQUEST: Adopt the retirement resolution honoring Arthur Whitehead, Cooperative Extension.

Resolution

- ✧ **WHEREAS, ARTHUR WHITEHEAD**, decided to retire as a Cooperative Extension Director with the Halifax County Cooperative Extension Department effective June Thirtieth of the Year Two Thousand and Twenty; and
- ✧ **WHEREAS**, he has spent Twenty-six years with local and State government; Arthur has also served in many positions of honor in the community and State, as well as being a dedicated public servant to the citizens of Halifax County.
- ✧ **NOW THEREFORE BE IT RESOLVED** that on this day, Monday, July Thirteenth of the Year Two Thousand and Twenty, the Halifax County Board of Commissioners did honor Arthur Whitehead with formal adoption of this resolution, to be recorded in the minutes of the meeting of this day.

Vernon J. Bryant, Chairman
Halifax County Board of Commissioners

ATTEST:

Andrea H. Wiggins
Clerk to the Board



AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

FROM: S. Wes Tripp, Sheriff

PRESENTER: S. Wes Tripp, Sheriff

SUBJECT: Special Recognition of Lt. Steven Casey and Sgt. Harold Phillips

DATE: July 13, 2020 Regular Meeting

SUPPORTING INFORMATION:

Request of special recognition of Lieutenant Steven Casey and Sergeant Harold Phillips' heroic actions on May 4, 2020 at D&D Garage in Halifax, NC. On that day, a male called 911 and requested help saying that he couldn't breathe and then finally stated "Please Help". Dispatchers determined that he was calling from D & D Garage and dispatched a Deputy and EMS. Lieutenant Casey was closer and immediately responded to find a gentleman unresponsive and laying on the ground outside of the garage. After providing an update to Central Communications to inform them this was a "Code" and to step-up EMS, he began CPR. Shortly thereafter, Sergeant Harold Phillips arrived and assisted Lieutenant Casey with CPR until EMS arrived and took over CPR. After being loaded into the ambulance, EMS personnel determined the male had a pulse and was transported to Vidant North. This gentleman survived this life threatening incident largely due to Lieutenant Casey and Sergeant Phillips' quick actions, response and training.

ATTACHMENTS:

Description

No Attachments Available

TOTAL COST:0

COUNTY COST:0

REQUEST: Recognize Lt. Steven Casey and Sgt. Harold Phillips.



AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

FROM: Andrea H. Wiggins, MMC, NCCCC, Clerk to the Board/Assistant to the County Manager

SUBJECT: Public Comment Period

DATE: July 13, 2020 Regular Meeting

SUPPORTING INFORMATION:

Attached, please find the Public Comment Period Statement.

ATTACHMENTS:

Description

▯ Public Comment Period Statement

TOTAL COST:

COUNTY COST:

REQUEST:



OPENING STATEMENT PUBLIC COMMENT PERIOD

As required by G.S. 153A-52.1, the Halifax County Board of Commissioners provides a public comment period once a month as an item of business on its regular meeting agenda. Now is the scheduled time for the public comment period.

When I call your name, please come to the podium, state your name and address, and begin speaking. You will have three minutes to address the board. If you have documents that you want to give to the board, please hand those out before going to the podium.

I will not go over the rules for the public comment period because they were posted by the door of this room. By signing up to speak, you have acknowledged that you are familiar with the rules and that you will abide by them.

We will do our best to hear from everyone who has signed up to speak, but if we are unable to accommodate everyone in the time allotted, you will be invited to speak during our next public comment period, at which time you will be given priority without having to sign up again.

We appreciate your interest in Halifax County government, and we look forward to hearing from you.

At this time, I invite our first speaker to come to the podium and give us your remarks.



AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

FROM: Cathy A. Scott, Economic Development Director

PRESENTER: Cathy A. Scott, Economic Development Director

SUBJECT: Proposed Economic Development Incentives - Project Kitch

DATE: July 13, 2020 Regular Meeting

SUPPORTING INFORMATION:

In April the Board authorized a Letter of Intent regarding incentives to be offered to Project Kitch, a manufacturing concern that seeks to locate a new facility in the Corporate Park (on the site previously considered for Empire Foods, and later for Project Sunshine). The principle incentive offered in that Letter is the conveyance of Lot #1 in the Corporate Park, and the grant of a right of first refusal on Lot #5. On June 15, the Board authorized an application for a Once North Carolina grant in support of Project Kitch in the amount of \$150,000.00. Pursuant to G.S. 158-7.1 you must conduct a public hearing concerning the appropriation and expenditure of the One North Carolina grant, as well as the proposed conveyance of land and grant of a right of first refusal.

ATTACHMENTS:

Description

- ▢ Public Hearing Opening Statement
- ▢ Notice of Public Hearing
- ▢ Resolution

TOTAL COST:

COUNTY COST:

REQUEST: Conduct a public hearing on the proposed economic development incentives for Project Kitch.



OPENING STATEMENT PUBLIC HEARING

Public hearings are held for the purpose of receiving comments from the public regarding a specific subject. Those persons desiring to speak will give their name, their physical address, their phone number and the name of the organization they are speaking for, if applicable. We request that each speaker limit their comments solely to the issue at hand and not direct comments toward specific individuals. In the interest of time, please do not repeat facts or issues covered by previous speakers.

If you wish to comment, you should express your opinion on the subject matter and give the Board an understanding of whether you favor, or oppose, the issue being discussed.

The Board of Commissioners values and appreciates the opportunity to listen to the citizens of Halifax County and respectfully requests that the above guidelines be followed.

COUNTY OF HALIFAX

NOTICE OF PUBLIC HEARING

Pursuant to G.S. 158-7.1(a), (c) and (d), notice is given that the Halifax County Board of Commissioners will hold a public hearing during the meeting of the Board, which begins at 9:30 a.m., Monday, July 13, 2020, in the Commissioners' Meeting Room on the second floor of the Historic Courthouse, 10 N. King St., Halifax, NC.

Pursuant to G.S. 158-7.1(a) the Board intends appropriate and expend certain grant funds from the N.C. Department of Commerce, One North Carolina Fund, in an amount not to exceed \$150,000.00, in support of a manufacturing company that intends to locate in Halifax County (the Company). Under a proposed economic development agreement, the Company will be obligated to repay those grant funds if certain job creation commitments are not met.

Pursuant to G.S. 158-7.1 (d) and (d2), the Board intends to approve the conveyance of that certain tract or parcel of land containing approximately 20.89 acres, more or less, designated as Lot #1 of the Halifax Corporate Park, Halifax Township, Halifax County, North Carolina, to the Company. The fair market value of this property is \$339,600.00. The consideration for the conveyance may not be less than this amount. As part of the consideration for this conveyance, the Board will take into account prospective tax revenues over the next ten years from the improvements to be constructed on the property by the Company. The County will contractually bind the Company to make the anticipated improvements. The instrument of conveyance will provide for reverter of title to the County should the Company fail to make the anticipated improvements and perform other obligations under the proposed economic development agreement with the County.

The Board also intends to approve the grant of preemptive rights (a right of first refusal) to the Company on an adjoining tract of land designated as Lot #5, Halifax Corporate Park, containing approximately 13.86 acres. Preemptive rights do not constitute a current interest in real property, and the only consideration required of the Company for this right of first refusal is the performance of its obligations under the proposed economic development agreement with the County.

The Board believes that this project will stimulate and stabilize the local economy and result in the creation of a substantial number of new, permanent jobs in Halifax County.

All persons interested in this public hearing are encouraged to attend and express their view. The County of Halifax will provide reasonable accommodation and service for any qualified disabled person who wishes to attend the Public Hearing. To request such accommodations please contact Andrea H. Wiggins, Clerk to the Board, at (252) 583-1131 three (3) days prior to the public hearing.

Andrea H. Wiggins
Clerk to the Board
Halifax County Commissioners

July 1, 2020.

Resolution Authorizing the Appropriation and Expenditure of Grant Funds,
Conveyance of Real Property and the Grant of Preemptive Rights in
Other Real Property to a Manufacturing Company
(Project Kitch)

WHEREAS, a certain manufacturing company (the Company) is considering location of its manufacturing operations in Halifax County (the County); and

WHEREAS, G.S. 158-7.1(a) authorizes the County to make appropriations for economic development purposes if it is determined by the Board of County Commissioners (the Board) that such appropriations will increase the population, taxable property, agricultural industries, employment, industrial output, or business prospects of the county; and

WHEREAS, such appropriations may be funded by property taxes or by the allocation of other revenues whose use is not otherwise restricted by law; and

WHEREAS, the Board has authorized county staff to make application to the N.C. Dept. of Commerce, One North Carolina Fund, for a grant in support of the Company, in an amount not to exceed \$150,000.00 (the Grant); and

WHEREAS, G.S. 158-7.1(d) authorizes the County to convey or lease interests in real property held or was acquired by the County for economic development purposes; and

WHEREAS, the Halifax County Board of Commissioners held a public hearing to consider

1. the appropriation and expenditure of the anticipated grant funds from the N.C. Dept. of Commerce, One North Carolina Fund, in support of the Company,
2. the conveyance of that certain tract or parcel of land containing approximately 20.89 acres, more or less, designated as Lot #1 of the Halifax Corporate Park, Halifax Township, Halifax County, North Carolina, to be more particularly described in the proposed form of Economic Development Agreement attached hereto (the Property), and
3. whether to grant the Company certain preemptive rights ("right of first refusal") in an adjoining tract of land designated as Lot #5, Halifax Corporate Park, bounded on the south by N.C. Highway 561, containing approximately 13.86 acres (the Adjoining Property) also to be more particularly described in the proposed form of Economic Development Agreement,

all subject to the conditions and limitations set forth in the proposed form of Economic Development Agreement; and

WHEREAS, the Board finds that the current fair market value of the Property is \$339,600.00; and

WHEREAS, it is anticipated that the manufacturing company will make an additional taxable investment including real property improvements, machinery and equipment in Halifax County of not less than \$5,000,000.00; and

WHEREAS, it is anticipated that the manufacturing company will create not less than 50 new permanent jobs in Halifax County which will pay wages that exceed the current average hourly wage for Halifax County, the current average hourly wage in Halifax County being \$15.79; and

WHEREAS, the location of this manufacturing company in Halifax County will stimulate, diversify, and stabilize the local economy, promote business in Halifax County, increase the population and taxable property in Halifax County, and result in the creation of a substantial number of good paying jobs in Halifax County; and

WHEREAS, as required under G.S. 158-7.1(d2)(1), the Board specifically finds that conveyance of the Property to the manufacturing company, subject to an appropriate reversionary or reverter clause, will stimulate the local economy, promote business and result in the creation of a substantial number of jobs in Halifax County that pay at or above the median average hourly wage in the County; and

WHEREAS, a proposed form of Economic Development Agreement attached hereto setting out the terms and conditions related to the conveyance of Property, the grant of preemptive rights in the Adjoining Property and the appropriation, expenditure and repayment of the Grant has been presented to the Board;

NOW, THEREFORE, BE IT RESOLVED that subject to the decision of the manufacturing company to expand its operations in Halifax County, authorization is given to appropriate and expend the anticipated One North Carolina Fund grant, to convey the Property to the Company and to grant preemptive rights in the Adjoining Property to the Company, all subject to the terms and conditions as substantially set forth in the proposed form of Economic Development Agreement attached to this resolution, PROVIDED, that such appropriation and expenditure, conveyance and grant of preemptive rights shall comply in all manner with the statutory provisions of G.S. 158-7.1.

Adopted this 13th day of July, 2020.

Vernon J. Bryant Chairman
Halifax County Board of Commissioners

Andrea H. Wiggins, MMC
Clerk to the Board



AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

FROM: Allen W. Johnson, North Carolina Department of Transportation

PRESENTER: Allen W. Johnson, North Carolina Department of Transportation

SUBJECT: North Carolina Department of Transportation, Division of Highways, Request for the Abandonment of Hamill Road from the State Maintained Secondary Road System

DATE: July 13, 2020 Regular Meeting

SUPPORTING INFORMATION:

Attached, please find the North Carolina Department of Transportation, Division of Highways, request for the abandonment of Hamill Road from the State Maintained Secondary Road System.

ATTACHMENTS:

Description

▣ Letter of Request

TOTAL COST:

COUNTY COST:

REQUEST: Adopt the resolution regarding the North Carolina Department of Transportation, Division of Highways, Request for the Abandonment of Hamill Road from the State Maintained Secondary Road System.



STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

ROY COOPER
GOVERNOR

J. ERIC BOYETTE
SECRETARY

April 6, 2020

Tony Brown, County Manager
Halifax County Board of Commissioners
P.O Box 38
Halifax, NC 27839

Dear Mr. Brown:

Attached are forms SR-3 (Petition), Form SR-2 (Resolution), SR -5 (Investigation Report), a portion of a marked county map indicating the location of the road to be partially deleted from the State Maintenance System which we plan to present at your May 4th, 2020 County Commissioners meeting.

If you should have any questions, please feel free to call on me.

Yours very truly,

A handwritten signature in cursive script, appearing to read "K.W. Barnes".

K.W. Barnes, PE
DISTRICT ENGINEER

Attachment

Mailing Address:
NC DEPARTMENT OF TRANSPORTATION
DIVISION FOUR, DISTRICT ONE OFFICE
14194 NC HWY 903
HALIFAX, NC 27839

Telephone: (252) 583-4230
Fax: (252) 583-1608
Customer Service: 1-877-368-4968

Website: ncdot.gov

Location:
14194 NC HWY 903
HALIFAX, NC 27839

North Carolina Department of Transportation
Division of Highways
Abandonment Petition

North Carolina

County of Halifax

Petition request for the abandonment of Secondary Road Hamill Rd SR-1221 from the State.

Maintained System

We the under signed, being all of the property owners on Secondary Road Hamill Rd SR1221
in Halifax County do hereby request the Division of Highways of the Department of
Transportation to abandon the road from the State Maintained System.

PROPERTY OWNERS

Name

Address

L. J. Carroll 28261 NC Hwy 561 Enfield NC 27823
Herb J. Carroll 252-256-2600

P.A. Carroll 28261 NC Hwy 561 Enfield NC 27823
Bruce A. Carroll 252-445-5346

J.K. Carroll 106 E Planters Wood Littleton, NC 27850
John R. Carroll 919-810-7630

**North Carolina Department of Transportation
Division of Highways
Request for Abandonment from State Maintained Secondary Road System**

North Carolina

County: Halifax

Road Description: Hamill Road is a gravel road located off NC-561 about 1.4 mi. West of Heathsville Intersection. (SR1210). Will be retaining 265' (0.05mi.) of the beginning and deleting the rest of the road 2,270' (0.43mi.)

WHEREAS, the attached petition has been filed with the Board of County Commissioners of the County of Halifax requesting that a portion of the above described road, the location of which has been indicated in red on the attached map, to be abandoned from the Secondary Road System.

WHEREAS, the Board of County Commissioners is of the opinion that the above described road should be abandoned from the Secondary Road System, as recommended by the Division of Highways of the Department of Transportation.

NOW, THEREFORE, be it resolved by the Board of County Commissioners of the County of Halifax that the Division of Highways is hereby requested to review the above described road, and to abandon a portion of the road from the State Maintained system.

CERTIFICATE

The foregoing resolution was duly adopted by the Board of Commissioners of the County of Halifax at a meeting on the ____ day of _____, 20__.

WITNESS my hand and official seal this the ____ day of _____, 20__.

Official Seal

Clerk, Board of Commissioners
County: _____

PLEASE NOTE:

Forward direct with request to the Division Engineer, Division of Highways

NORTH CAROLINA DEPARTMENT OF TRANSPORTATION
DIVISION OF HIGHWAYS
SECONDARY ROAD ABANDONMENT INVESTIGATION REPORT

County Halifax Co. File No. _____ Date 4/1/2020
Township Brinkleyville Div. File No. _____

SR No. & Local Name If Any SR-1221 Hamill Road
Length To Be Abandoned 2,270' (0.43 mi.) Length To Be Retained (if applicable) 265' (0.05mi)
Width 18' Type Gravel Condition Fair
Number of homes having entrances into road 1 Home (On the corner lot of the 265' that will be retained)
Other uses having entrances into road None
Is the road a school bus route? No
Average Daily Traffic Count (estimated) N/A
Date of last State maintenance performed 1 Year
Is the road a mail route? No
Is a petition for this request attached? Yes
Is the County Commissioner's Approval attached? Yes
If not, give reason N/A
Additional information applicable N/A

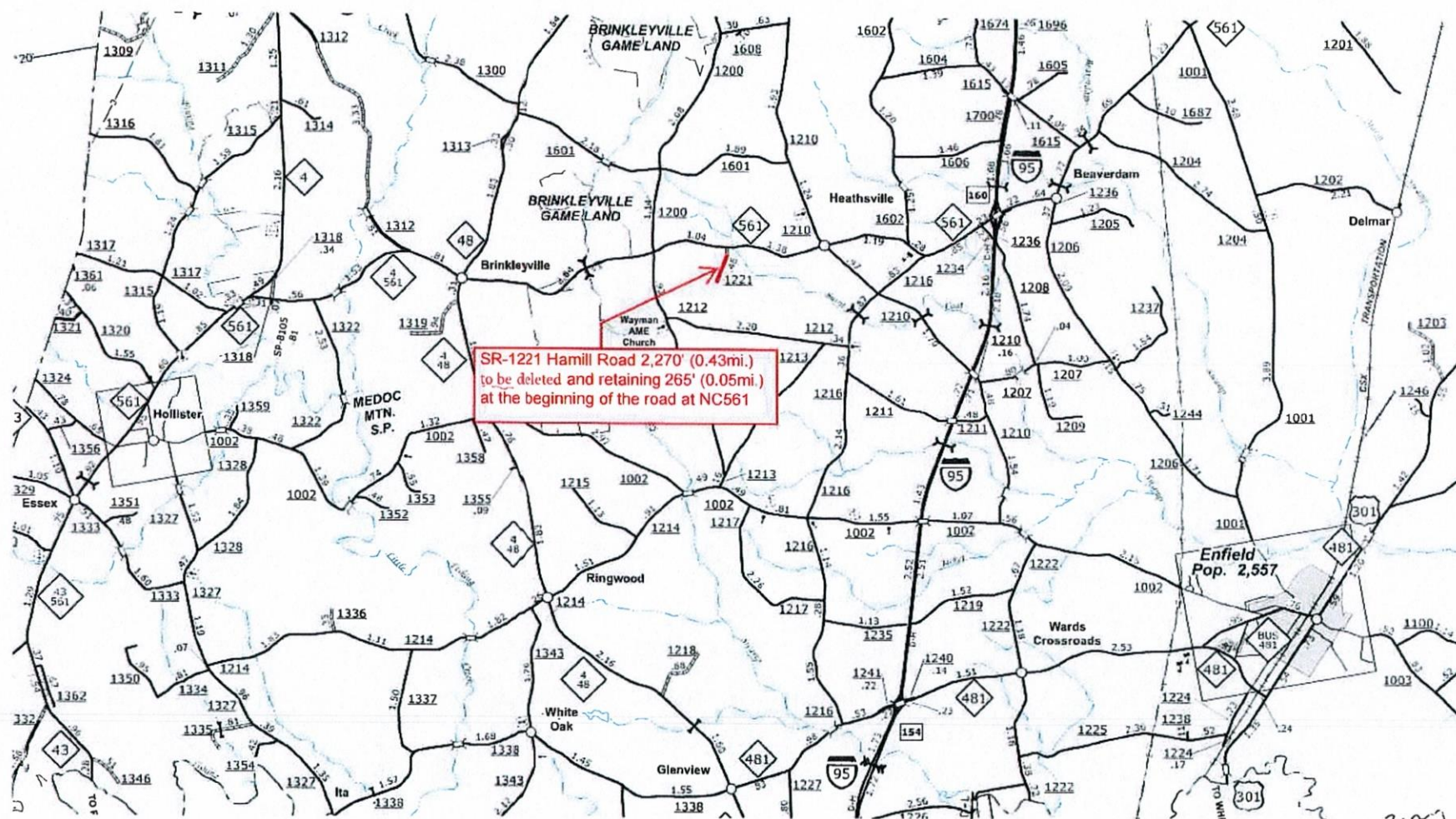
Submitted By *Heidi Brown* Reviewed and Approved _____
DISTRICT ENGINEER DIVISION ENGINEER
Reviewed and Approved
BOARD OF TRANSPORTATION MEMBER _____

(Do not write in this space-
For use of Planning Dept.)

(Do not write in this space-
For use of Secondary Roads Dept.)

Petition No. _____

(Do not write in this space-
For use of Planning Dept.)





AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

FROM: Cathy A. Scott, Economic Development Director

PRESENTER: County Commissioners

SUBJECT: Proposed Economic Development Incentives - Project Kitch

DATE: July 13, 2020 Regular Meeting

SUPPORTING INFORMATION:

In April the Board authorized a Letter of Intent regarding incentives to be offered to Project Kitch, a manufacturing concern that seeks to locate a new facility in the Corporate Park (on the site previously considered for Empire Foods, and later for Project Sunshine). The principle incentive offered in that Letter is the conveyance of Lot #1 in the Corporate Park, and the grant of a right of first refusal on Lot #5. On June 15, the Board authorized an application for a One North Carolina Fund grant in support of Project Kitch in the amount of \$150,000.00. Pursuant to G.S. 158-7.1 you have conducted a public hearing concerning the appropriation and expenditure of the One North Carolina Fund grant, as well as the proposed conveyance of land and grant of a right of first refusal. You must now consider the adoption of the attached resolution.

ATTACHMENTS:

	Description
▢	Resolution

TOTAL COST:

COUNTY COST:

REQUEST: Consider adoption of the attached "Resolution Authorizing the Appropriation and Expenditure of Grant Funds, Conveyance of Real Property and the Grant of Preemptive Rights in Other Real Property to a Manufacturing Company (Project Kitch)."

Resolution Authorizing the Appropriation and Expenditure of Grant Funds,
Conveyance of Real Property and the Grant of Preemptive Rights in
Other Real Property to a Manufacturing Company
(*Project Kitch*)

WHEREAS, a certain manufacturing company (the Company) is considering location of its manufacturing operations in Halifax County (the County); and

WHEREAS, G.S. 158-7.1(a) authorizes the County to make appropriations for economic development purposes if it is determined by the Board of County Commissioners (the Board) that such appropriations will increase the population, taxable property, agricultural industries, employment, industrial output, or business prospects of the county; and

WHEREAS, such appropriations may be funded by property taxes or by the allocation of other revenues whose use is not otherwise restricted by law; and

WHEREAS, the Board has authorized county staff to make application to the N.C. Dept. of Commerce, One North Carolina Fund, for a grant in support of the Company, in an amount not to exceed \$150,000.00 (the Grant); and

WHEREAS, G.S. 158-7.1(d) authorizes the County to convey or lease interests in real property held or was acquired by the County for economic development purposes; and

WHEREAS, the Halifax County Board of Commissioners held a public hearing to consider

1. the appropriation and expenditure of the anticipated grant funds from the N.C. Dept. of Commerce, One North Carolina Fund, in support of the Company,
2. the conveyance of that certain tract or parcel of land containing approximately 20.89 acres, more or less, designated as Lot #1 of the Halifax Corporate Park, Halifax Township, Halifax County, North Carolina, to be more particularly described in the proposed form of Economic Development Agreement attached hereto (the Property), and
3. whether to grant the Company certain preemptive rights ("right of first refusal") in an adjoining tract of land designated as Lot #5, Halifax Corporate Park, bounded on the south by N.C. Highway 561, containing approximately 13.86 acres (the Adjoining Property) also to be more particularly described in the proposed form of Economic Development Agreement,

all subject to the conditions and limitations set forth in the proposed form of Economic Development Agreement; and

WHEREAS, the Board finds that the current fair market value of the Property is \$339,600.00; and

WHEREAS, it is anticipated that the manufacturing company will make an additional taxable investment including real property improvements, machinery and equipment in Halifax County of not less than \$5,000,000.00; and

WHEREAS, it is anticipated that the manufacturing company will create not less than 50 new permanent jobs in Halifax County which will pay wages that exceed the current average hourly wage for Halifax County, the current average hourly wage in Halifax County being \$15.79; and

WHEREAS, the location of this manufacturing company in Halifax County will stimulate, diversify, and stabilize the local economy, promote business in Halifax County, increase the population and taxable property in Halifax County, and result in the creation of a substantial number of good paying jobs in Halifax County; and

WHEREAS, as required under G.S. 158-7.1(d2)(1), the Board specifically finds that conveyance of the Property to the manufacturing company, subject to an appropriate reversionary or reverter clause, will stimulate the local economy, promote business and result in the creation of a substantial number of jobs in Halifax County that pay at or above the median average hourly wage in the County; and

WHEREAS, a proposed form of Economic Development Agreement attached hereto setting out the terms and conditions related to the conveyance of Property, the grant of preemptive rights in the Adjoining Property and the appropriation, expenditure and repayment of the Grant has been presented to the Board;

NOW, THEREFORE, BE IT RESOLVED that subject to the decision of the manufacturing company to expand its operations in Halifax County, authorization is given to appropriate and expend the anticipated One North Carolina Fund grant, to convey the Property to the Company and to grant preemptive rights in the Adjoining Property to the Company, all subject to the terms and conditions as substantially set forth in the proposed form of Economic Development Agreement attached to this resolution, PROVIDED, that such appropriation and expenditure, conveyance and grant of preemptive rights shall comply in all manner with the statutory provisions of G.S. 158-7.1.

Adopted this 13th day of July, 2020.

Vernon J. Bryant Chairman
Halifax County Board of Commissioners

Andrea H. Wiggins, MMC
Clerk to the Board



AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

FROM: Rodney D. Pierce

PRESENTER: Rodney D. Pierce

SUBJECT: Removal of Tablet Commemorating Confederate Brigadier General Junius Daniel

DATE: July 13, 2020 Regular Meeting

SUPPORTING INFORMATION:

Attached, please find a letter of request regarding the removal of the tablet Commemorating Confederate Brigadier General Junius Daniel.

ATTACHMENTS:

Description

▢ Letter of Request

TOTAL COST:

COUNTY COST:

REQUEST: Approve the request regarding the removal of a tablet Commemorating Confederate Brigadier General Junius Daniel.

To the Halifax County Commissioners:

As a Social Studies teacher, I have an obvious passion for history, but particularly that of local and state varieties.

Because of this, I worked with the Halifax County Commissioners in 2018 when you all provided a resolution of support for my state historical marker application for Enfield native, journalist and social justice activist Louis E. Austin. It was unanimously approved by the NC Highway Historical Marker Committee and Austin's marker was erected in Enfield in June 2019.

Considering recent events unfolding across our country, I ask the commissioners to work with me again.

I request the commission hold a vote to remove the tablet commemorating Halifax native and Confederate Brigadier General Junius Daniel, which rests on the front lawn of the Historic Old Courthouse in Halifax.

This marker was dedicated in November 1929 by the Halifax chapter of the United Daughters of the Confederacy (UDC). Contrary to revisionist history perpetuated by groups like the UDC, the Confederate States of America did take up arms against its own republic, the United States of America, to preserve the ideology of White supremacy and the institution of chattel slavery.

In 1790 during the first U.S. Census, Halifax County had the highest enslaved population in the state with 6,697, or 46.8 percent of its citizens. In 1860 on the eve of the Civil War, it had a total of 10,349 enslaved (53.23% of its population), which was fourth highest in the state. Today, according to the census, African Americans make up just under 54 percent of Halifax's population.

It is as if those living here now directly descend from those who were enslaved here centuries ago.

Additionally, Caledonia Correctional Institution, the oldest state prison in NC, rests on the former plantation of John C. Johnston, who enslaved 271 according to the 1860 census.

Though the chapter that erected it is defunct, the Daniel plaque has sat for over 90 years. In a predominantly Black county, the message sent by this marker, is outright disrespectful, racially insensitive and racially inflammatory. This tablet is on the lawn of a public building where not only do the commissioners meet, but also where the County Manager's office, County Finance Department, County Legal Department and Board of Elections are housed.

While there is a 2015 law addressing the removal of markers and monuments, I believe the NC Historical Commission would not object if the commission voted to remove the plaque and have it placed in Historic Halifax. Municipalities around the state are already doing this. Halifax prides itself on being the "First In Freedom," so where is our leadership and courage?

I emailed the county commission years ago about this same issue while a teacher in a local school district, and despite my efforts, I received no response from any of you.

Today, I ask that you favorably respond.

Rodney D. Pierce
2019 NC Council for the Social Studies Teacher of the Year
Teacher Fellow, NC Equity Fellowship



SCHEDULE 1—Free Inhabitants in *Eastern Division* **in the County of** *Califor* **State**
of *Washington* **enumerated by me, on the** *24th* **day of** *July* **1860.** *W.D. Hancock* **Ass't Marshal**
Post Office *Califor*

Dwelling-houses— numbered in the order of valuation.		The name of every person whose usual place of abode on the first day of June, 1880, was in this family.	Description.			Profession, Occupation, or Trade of each person, male and female, over 15 years of age.	Value of Estate Owned.		Place of Birth, Naming the State, Territory, or Country.	Married within the year.	Attended School within the year.	Whether deaf and dumb, blind, insane, idiotic, pauper, or convict.	
Families numbered in the order of valuation.	Age.		Sex.	White, black, or mulatto.	Value of Real Estate.		Value of Personal Estate.						
1	2	3	4	5	6	7	8	9	10	11	12	13	14
		Cora Kingsbury	8	F					Harmon A. Co.		1		
		Mary L. "	6	F					Seaside "				
		Roger W. "	11	M					" "				
		Margaret "	2	F					" "				
		Edward P. "	2 1/2	M					Halifax "				
700	686	J. R. J. Daniel	60	M		Farmer	114.795	73.000	" "				
		Francis M. "	50	F					" "				
		Janins "	32	M		Farmer	60.000	7000	" "				
		Robert Smith	37	M	M	Farm laborer			" "			1	
701	687	Wm H Underhill	36	M		Coachman		1400	" "	1			
		Olivia J. "	17	F					" "	1			
		John "	1 1/2	M					" "				
702	688	John B. Hargis	30	M		Coachdriver		150	" "				
		Contha "	26	F					Virginia				
		George "	5	M					Halifax M				
703	689	Cliff Mitchell	60	F	R			50	" "			1	
		Edna Hamilton	40	F	M	Washer & Ironer			" "			1	
704	690	Arman Higgins	32	M	M	Carpenter	100	25	Burke "			1	
		June "	23	F	M				Halifax "			1	
		Joseph "	2	M	M				" "				
		Infant "	1/2	F	M				" "				
705	691	John Williams	58	M	M	day laborer		50	" "			1	
		Margaret "	60	F	M	Washer & Ironer			" "			1	
		Paulina Scott	14	M	M				" "				
706	692	Thomas Lewis	39	M	M	Farm laborer		75	" "			1	
		Nancy "	40	F	M	Washer & Ironer			" "			1	
		Franky Jones	80	F	M				" "			1	
707	693	Paul Reynolds	40	F	R	Seamstress		10	" "			1	
		Emily Wilson	52	F	R	day laborer		15	" "			1	
708	694	William L. Burcliff	37	M		Farmer	2000	8000	" "				
		Sarah B. "	40	F					" "				
709	695	C. H. Webb	46	M		Farmer	28.75	4200	Virginia				
		M. E. "	21	F					Halifax M				
		Charley R. "	1 1/2	F					" "				
710	696	W. R. Pope	41	M		Farmer	12000	11000	" "				
		Anna J. "	30	F					Corson "				
		Nancy Marshall	48	F		Seamstress		100	England			1	
711	697	S. L. Scroggins	50	M		Mail Carrier		100	Virginia			1	
		Maria "	38	F					Halifax M			1	Idiotic
		John Baseman	18	M		day laborer			" "				
No. white males, _____			No. colored males, 6			No. foreign born, _____			No. blind, _____			No. idiotic, _____	
No. white females, 12			No. colored females, 9			No. deaf and dumb, _____			No. insane, _____			No. paupers, _____	
						191.460			135.175				

SCHEDULE 2.—Slave Inhabitants in *Eastern Division* in the County of *Watauga* State
 of *North Carolina*, enumerated by me, on the *24th* day of *July*, 1860. *W. D. Hancock* Ass't Marshal.

1	2	DESCRIPTION.			6	7	8	9	1	2	DESCRIPTION.			6	7	8	9
		Age.	Sex.	Color.							Age.	Sex.	Color.				
1	1	20	m	B	1					1	10	f	B				1
2	1	23	m	B						1	10	f	m				2
3	1	15	m	B						1	11	m	m				3
4	1	13	m	B						1	8	f	B				4
5	1	8	m	m						1	7	f	m				5
6	1	15	f	B						1	7	f	m				6
7	1	12	f	B						1	8	f	B				7
8	<i>J. D. Wicks</i>	1	68	f	B	✓				1	7	m	m				8
9		1	56	m	B					1	6	m	m				9
10		1	49	m	B					1	8	f	m				10
11		1	44	m	B					1	7	f	B				11
12		1	50	m	B					1	8	f	m				12
13	<i>N. B. Kingsbury</i>	1	18	f	m	✓				1	3	m	m				13
14	<i>J. R. J. Darnell</i>	1	80	m	B	✓				1	4	f	B				14
15		1	52	m	m					1	3	f	B				15
16		1	51	m	B					1	3	f	m				16
17		1	50	f	B					1	4	f	m				17
18		1	48	m	B					1	3	f	B				18
19		1	41	f	B					1	3	m	B				19
20		1	41	f	m					1	4	f	m				20
21		1	38	f	m					1	4	f	m				21
22		1	37	f	m					1	2	m	B				22
23		1	34	f	m					1	2	f	B				23
24		1	36	m	m					1	11	m	m				24
25		1	30	m	B					1	12	f	m				25
26		1	35	f	B					1	40	m	m				26
27		1	30	f	m					1	30	m	B				27
28		1	29	f	B					1	25	f	B				28
29		1	23	m	B					1	11	f	B				29
30		1	17	m	m					1	10	m	B				30
31		1	16	m	B					1	8	m	B				31
32		1	15	m	m					1	6	m	B				32
33		1	15	f	B					1	2	f	B				33
34		1	14	m	B					1	80	m	B				34
35		1	14	m	m					1	80	f	B				35
36		1	14	f	m					1	35	f	B				36
37		1	14	f	m					1	7	f	m				37
38		1	11	f	B					1	10	f	B				38
39		1	11	m	B					1	60	m	B				39
40		1	10	m	m					1	50	f	B				40

No. of owners,

No. of male slaves,

No. fugitives,

No. deaf and dumb,

No. insane,

No. of houses,

No. of female slaves,

No. manumitted,

No. blind,

No. idiotic,

Total slaves,

69
 41
 80



JUNIUS DANIEL

1828 — 1864

WEST POINT GRADUATE IN 1851
OFFICER IN THE U.S. ARMY UNTIL 1863
BRIGADIER-GENERAL IN THE C.S. ARMY
MORTALLY WOUNDED IN THE BATTLE
OF SPOTTSYLVANIA COURT HOUSE
BORN AND BURIED IN HALIFAX

ERECTED 1929 BY
THE NORTH CAROLINA HISTORICAL COMMISSION
AND
THE HALIFAX CHAPTER, U.D.C.

TABLET IS UNVEILED TO JUNIUS DANIEL

United Daughters of Confederacy Erects Memorial To One of State's Noted Confederate Generals

A memorial tablet erected by the Halifax Chapter, United Daughters of the Confederacy and the State Historical Commission to Gen. Junius Daniel, Confederate soldier who laid down his life on the field of battle at Spottsylvania Courthouse, was unveiled at Halifax Courthouse Friday afternoon at three o'clock.

About three hundred citizens of Halifax county gathered on the courthouse square to do honor to the soldier who gave his life for his country. General Daniel was born in Halifax in 1828, of an old and distinguished Halifax family.

The ceremonies of unveiling and dedication were presided over by the president of the Halifax U. D. C. Mrs. Edward L. Travis. The courthouse and grounds were beautifully and elaborately decorated with flags and flowers among which two emblems are especially worthy of mention. These were designs of white chrysanthemums given by a niece of Mrs. Ju-

nius Daniel Mrs. Nellie Yille of New York City. The widow of General Daniel is now living in Henderson and is the only widow of a Confederate general now living in North Carolina.

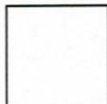
The ceremonies were opened by a procession of the Weldon post of the American Legion, while the band played reveille. The procession was led by a naturalized American citizen, formerly a Greek subject, Gus Pappas, of Weldon. Rev. J. T. Kirk of the Halifax Baptist church offered the invocation, after which The Old North State was sung in chorus by the assembly. The address was made by Hon. Hunt Parke, solicitor of this district.

The unveiling of the tablet was done by Miss Mary Long Daniel. Miss Nannie Gary of Halifax presented the tablet, which was received by A. R. Newsome, secretary of the State Historical Commission for the State.

The Rosemary Band played "Dix."
(Continued on back page)

Tablet Is Unveiled to Junius Daniel (RR Daily Herald, 11-28-29)

Clipped By:



rodneypierce1

Thu, Feb 1, 2018

Miss Nina Turner spent Saturday evening in Roanoke with her parents.

Miss Mary Neale Holt is spending several days with her sisters, Miss Pendleton Alexander and Miss Elsie Holt before returning to Washington, D. C.

Mr. and Mrs. D. L. Traynham and Mr. and Mrs. Frank Nash spent Thanksgiving in Richmond.

On Saturday evening at the old tenorage, Miss Patience Moore, Miss Omara Daniel, Miss Juanita Taylor, Miss Virginia Gates, Miss Betty Gates and Mrs. R. B. Purdy were hostesses at a bridge shower honoring Mrs. Hunter Barbee, a recent bride. After the guests arrived, little Miss Margaret Joyner dressed as a bride came in drawing a white wagon filled with attractive gifts for the bride. Mrs. Barbee opened the packages and very graciously thanked each one for their lovely gifts. Five tables were arranged in the living rooms for players and a background of ivy and chrysanthemums carried out the color scheme of green and white, this was also carried out in the refreshments which consisted of an ice course in the shape of bells, cakes and mints were also served. At the conclusion of the game, Miss Mary Kesler was given a set of score pads, pencils and tallies as holder of high score. Those enjoying this delightful occasion besides the guests of honor and hostesses were, Misses Thelma Toler, Ruth Dean, Bess Slesloff, Mary Kesler, Mary Cannon, Ruth White, Ellen Outland, Martha Craddock, Hart Sheridan, Traynham Wyche, Cynthia Garrett, Virginia Blount, Amanda Tillman, Gip Hicks, Vernie Edwards, Mrs. Tommie Gates and Mrs. J. W. Ross.

Tablet Unveiled

(Continued from front page)

le "and Dixie Land" was sung. While taps were sounded the Weldon post marched out of the grounds and the ceremonies came to an end.

Junius Daniel was born in Halifax, N. C. on June 27, 1828, the youngest son of John R. J. Daniel, one of the most brilliant lawyers of Halifax, who for seven years was Attorney-General of the State and for ten years a member of Congress.

After attending the elementary schools at Halifax and the Lovejoy Academy at Raleigh, Junius Daniel entered the U. S. Military Academy at West Point under appointment of

President Polk. There he had a brilliant and honorable career and graduated from the academy in 1847. After his graduation he was first ordered to Newport, Ky., as assistant quartermaster, but in the fall of 1847 he was sent to Fort Adams, N. C., in charge of a detachment of soldiers and remained there for five years.

In 1857 he resigned his commission in the service of the U. S. Government and was for a time a planter in Louisiana. In October, 1859, he married Ellen Long, an accomplished daughter of Col. John J. Long of Northampton County. After his marriage he returned to Louisiana, where he remained until the outbreak of the Civil War.

When Lincoln called for troops to fight against the South, Daniel was offered a commission in the service of the State of Louisiana, but he preferred to serve with North Carolina troops and hastened home. He was soon made Colonel of the 4th Regiment, and later of the 14th and was commanding officer of the latter until the period of enlistment expired. He was then tendered command of the 43rd and 45th Regiments, and at about the same time was offered command of the 2nd N. C. Cavalry. He accepted command of the 48th.

After having organized three brigades without receiving a commission as brigadier general, although he was repeatedly recommended for that promotion, in June, 1862, as senior colonel in charge of his brigade he joined Lee's army at Petersburg before the Seven Day's battle, but took no active part therein. In November, 1862, his long delayed commission as brigadier general was received. General Daniel spent the fall of 1862 with his troops at Drury's Bluff and in December was ordered to North Carolina under the command of Gen. D. H. Hill. Shortly after the battle of Chancellorsville he was transferred to Lee's army, Rode's division, Ewell's corps, to which he was attached during the Pennsylvania campaign which followed.

At Carlisle, Pa., in recognition of the admirable conduct of General Daniel's troops, General Ewell conferred upon them the honor of bearing the corps' flag which they carried with distinction. The action of General Daniel and his troops at Gettysburg won for him the highest esteem of his fellow soldiers of all ranks. The next engagement in which his brigade took part was at Spottsylvania Court House on May 11, 1864, where in a gallant charge he led his men against the Federals, checking their advance and converting defeat into a victory.

On the following morning at Horse-shoe Bend near Spottsylvania Court House General Daniel fought his last battle. While leading his brigade to recapture the works which General Edward Johnston's division had been forced to abandon General Daniel was struck in the abdomen by a musket ball and died the next day. His body was brought to Halifax and buried in the old church yard there.

Your I

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make a home w

Buy Your HA

Roanoke
PHONE 177

Carolina
PHONE 36

Tablet Unveiled Pt. 2 (RR Daily Herald, 11-28-29)

Clipped By:



rodneypierce1
Thu, Feb 1, 2018

COLORED





AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

FROM: Doris Hawkins, Halifax County Tax Collector

PRESENTER: Doris Hawkins, Tax Collector

SUBJECT: 2019 Property Tax Settlement, Report of Insolvents and Order for the Tax Collector to Collect Property Taxes

DATE: July 13, 2020 Regular Meeting

SUPPORTING INFORMATION:

The 2019 Property Tax Settlement will be presented during the meeting. The Order to Collect and Report of Insolvents are attached for your review.

ATTACHMENTS:

Description

- ▣ Property Tax Settlement
- ▣ Report of Insolvents
- ▣ Order to Collect 2020

TOTAL COST:

COUNTY COST:

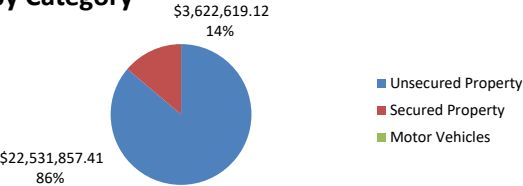
REQUEST: Approve the 2019 Property Tax Settlement, Report of Insolvents and authorize the Order to Collect.

	Billings	Releases & Adjustments	Actual Levy	Collections	Discounts	Refunds	Adjusted Collections	Levy Balance	2019-20 Collection Percentage	2018-19 Collection Percentage	Change 2018-19 to 2019-20
Motor Vehicles 2019											
Gap Bills	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	0.00%	
Transfers From Other Counties	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	0.00%	
Annual Levy 2019											
Secured Property	\$ 22,631,367.03	\$ (99,509.62)	\$ 22,531,857.41	\$ (21,727,374.58)	\$ (201,076.79)	\$ 28,547.98	\$ (21,899,903.39)	\$ 631,954.02	97.17%	97.79%	-0.62%
Unsecured Property	\$ 3,625,969.16	\$ (3,350.04)	\$ 3,622,619.12	\$ (3,570,723.14)	\$ (14,723.07)	\$ 1,373.97	\$ (3,584,072.24)	\$ 38,546.88	98.93%	98.93%	0.00%
Total Principal Taxes	\$ 26,257,336.19	\$ (102,859.66)	\$ 26,154,476.53	\$ (25,298,097.72)	\$ (215,799.86)	\$ 29,921.95	\$ (25,483,975.63)	\$ 670,500.90	97.42%	97.94%	-0.52%
Secured Property Late List Penalties	\$ 39,470.75	\$ 50.33	\$ 39,521.08	\$ (37,769.94)	\$ (0.27)	\$ 15.68	\$ (37,754.53)	\$ 1,766.55	95.53%	93.29%	2.24%
Unsecured Property Late List Penalties	\$ 40,811.27	\$ (5,078.38)	\$ 35,732.89	\$ (32,709.88)	\$ -	\$ 660.70	\$ (32,049.18)	\$ 3,683.71	89.69%	87.72%	1.97%
Total Late List Penalties	\$ 80,282.02	\$ (5,028.05)	\$ 75,253.97	\$ (70,479.82)	\$ (0.27)	\$ 676.38	\$ (69,803.71)	\$ 5,450.26	92.76%	89.38%	3.38%

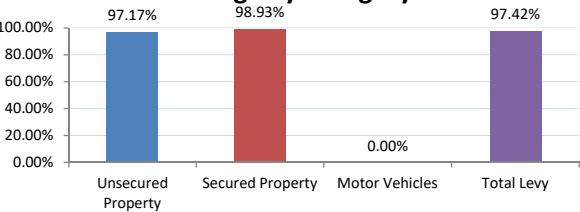

Doris Hawkins, Halifax County Tax Collector

	Beginning Levy	Releases & Adjustments	Actual Levy	Collections	Refunds	Adjusted Collections	Levy Balance	Prior Years Collection Percentage
Prior Years 2009 to 2018	\$ 2,079,875.15	\$ (10,027.65)	\$ 2,069,847.50	\$ (345,951.59)	\$ 2,324.99	\$ (343,626.60)	\$ 1,726,220.90	16.60%
Balance per AR Register								\$ -

Levy by Category



Collection Percentage by Category



Calculated Value	
\$ 2,926,215,248	Secured Property
\$ 470,470,016	Unsecured Property
\$ 3,396,685,264	Total
2019 Tax Rate	
\$ 0.7700	

Collections	YTD	compared to last year
Motor Vehicles	\$ 1,928.09	63.97%
Annual Levy	\$ 344,023.50	79.49%
Grand Total	\$ 345,951.59	79.38%

	# 2019 Bills	2019 Levy	# 2009-2018 Bills	2009-2018 Levy
PTC Appeal	-	-	-	-
Bankruptcies	89	25,132.16	347	81,415.52
Deceased	600	68,113.18	3,756	283,610.04
Payment Agreements	136	32,909.20	282	52,121.33
Fund Attachments	8	2,301.75	3	611.46
Wage Garnishments	75	18,125.54	44	6,846.75
Sheriff Executions	159	27,207.84	343	26,823.65
Filed Foreclosures	193	81,823.58	1,236	308,390.22
Foreclosure Judgments	11	5,078.92	98	28,070.97
NC Debt Set-Off	-	-	813	56,189.69
	1,271	260,692.17	6,922	844,079.63

Halifax County Tax Department

Post Office Box 68
357 Ferrell Lane
Halifax, NC 27839
Phone: (252) 583-2121
Fax: (252) 583-9311

Doris B. Hawkins, Tax Coordinator/Collector
hawkinsd@halifaxnc.com

C. Shane Lynch, Tax Assessor
lynchc@halifaxnc.com

Report of Insolvents

The undersigned Tax Collector respectfully reports that certain personal property taxes levied for the tax year 2019 remain uncollected, such uncollected taxes being set out below. Said taxes are not liens upon real estate. The undersigned Tax Collector has made diligent efforts to collect said taxes by use of remedies against personal property as provided by law but has been unable to locate sufficient property belonging to delinquent taxpayers out of which the taxes might be collected. In every instance in which the Tax Collector has been able to discover through diligent inquiry the existence of property belonging to delinquent taxpayers within other taxing units in North Carolina, the undersigned has proceeded under the provisions of G.S. 105-364.

Account & Taxpayer's Name	Tax Year / Number of Bills	Principal Tax Amount Due
Personal Property - report on file in Tax Department	2019 / 564	\$61,422.73 *

Further, the Tax Collector reports that certain real property taxes levied for the tax years 2004 through 2019 remain uncollected, such uncollected taxes being set out below.

The real property taxes are deemed uncollectible as they are for property which was sold free and clear of all liens by tax foreclosure even though proceeds were not sufficient to clear all property taxes. The Tax Collector respectfully requests permission to write-off these certain bills as specified below since the property tax liens have been extinguished.

Account & Taxpayer's Name	Tax Years / Number of Bills	Principal Tax Amount Due
Real Property - report on file in Tax Department	2004 - 2019 / 52	\$33,208.91 *

The Tax Collector also reports certain registered motor vehicle personal property taxes for the tax years 2004 through 2014. Per NCGS 105-373(h), the Board may relieve the Tax Collector of the responsibility to collect registered motor vehicle property taxes that are one year or more past due when it appears to the Board that the taxes are uncollectible. The Tax Collector respectfully requests to be relieved of the responsibility to collect these certain bills as specified below so they can be removed from the annual settlement and not counted against the applicable collection percentage. This decision will not relieve the taxpayer's responsibility to pay the tax bills.

Account & Taxpayer's Name	Tax Years / Number of Bills	Principal Tax Amount Due
Motor Vehicles - report on file in Tax Department	2004 - 2014 / 302	\$320,097.05 *

The undersigned requests the above-listed taxes be declared insolvent and credited upon annual settlement this 13th day of July, 2020.

* Amount includes all taxing units charged for collection.


Doris B. Hawkins, Tax Collector

Sworn and subscribed to before me, this the 13th day of July, 2020.

Andrea H. Wiggins, Clerk to the Board



Where the Spirit of Independence Was Born



County of Halifax
State of North Carolina

Halifax County Historic Courthouse
10 North King Street, Post Office Box 38 Halifax, North Carolina 27839
252-583-1131 · Fax 252-583-9921
www.halifaxnc.com

Tony N. Brown
County Manager
brownt@halifaxnc.com

State of North Carolina
County of Halifax

To the Tax Collector of Halifax County:

Pursuant to the provisions of North Carolina General Statutes 105-321, 105-366, 105-367 and 105-368, the Halifax County Board of Commissioners passed the following order:

You are hereby authorized, empowered and commanded to collect the taxes remaining unpaid as set forth in the tax records filed in the office of the Halifax County Tax Collector, and in the tax receipts herewith delivered to you, in the amounts and from the taxpayers likewise therein set forth. You are further authorized, empowered, and commanded to collect the taxes charged and assessed as provided by law for adjustments, changes, and additions to the tax records and tax receipts delivered to you which are made in accordance with law. Such taxes are hereby declared to be a first lien upon all real property of the respective taxpayers in the County of Halifax, Town of Enfield, Town of Halifax, Town of Hobgood, Town of Littleton, City of Roanoke Rapids, Town of Scotland Neck, Town of Weldon, Halifax County Schools District, Roanoke Rapids Graded Schools District, Weldon City Schools District, Arcola Fire District, Darlington Fire District, Davie Fire District, Enfield Fire District, Hobgood Fire District, Halifax Fire District, Littleton Fire District, Rheasville Fire District, Scotland Neck Fire District, Tillery Fire District and Weldon Fire District. and this Order shall be a full and sufficient authority to direct, require and enable you to levy on and sell any real or personal property of such taxpayers, for and on account thereof, in accordance with the law.

You are hereby authorized to proceed first against personal property of taxpayers whose taxes are delinquent to enforce the collection of said taxes as provided in North Carolina General Statutes 105-366 and 105-368.

You are hereby authorized to direct executions to the Sheriff of Halifax County to levy on and sell any personal property of taxpayers whose taxes are delinquent for the collection of said taxes as provided in North Carolina General Statute 105-367.

Witness my hand and official seal this 13th day of July, 2020.

Vernon J. Bryant, Chairman
Halifax County Board of Commissioners

ATTEST

Andrea H. Wiggins, MMC
Clerk to the Board

Where the Spirit of Independence Was Born



AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

FROM: S. Wes Tripp, Sheriff

PRESENTER: S. Wes Tripp, Sheriff

SUBJECT: 2020 BVP Grant

DATE: July 13, 2020 Regular Meeting

SUPPORTING INFORMATION:

Request to Apply for and Accept (if awarded) the 2020 BVP Grant for the purchase of bullet proof vests. This is a 50 % match grant.

ATTACHMENTS:

Description

- ▢ 2020 BVP Grant Application

TOTAL COST:\$21,049.58

COUNTY COST:\$10,524.79

REQUEST: Request to Apply for & Accept (if awarded) the 2020 BVP Grant for the purchase of bullet proof vests. This is a 50 % match grant.

STATUS

This "Status" page shows any pending actions that must be completed prior to program deadlines. It also provides you with payment(s) status for tracking your requests for approved funds.

- Red **!**'s indicate your attention is needed in order to complete a task for action.

CURRENT ACTIVITY STATUS

There are no activities that require your attention at this time.

CURRENT PAYMENT REQUESTS

ATTN	Created Date	Total Amount Requested ⬆	Current Status ⬆	Status Date	Funding Type	Action
	05/12/2020	\$10,524.79	Sent for BVP Approval	05/12/2020	Regular Fund	View Details

AVAILABLE AWARDS

ATTN	Fiscal Year ⬆	Award Amount ⬆	Total Paid ⬆	Total Requests ⬆	Eligible Balance ⬆	Expiration Date
	2018	\$8,523.13	\$0.00	\$8,523.13	\$0.00	08/31/2020
	2019	\$4,111.00	\$0.00	\$2,001.66	\$2,109.34	08/31/2021



AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

FROM: Bruce L. Robistow, Health Director

PRESENTER: Bruce L. Robistow, Health Director

SUBJECT: Child Fatality Prevention Team Annual Report

DATE: July 13, 2020 Regular Meeting

SUPPORTING INFORMATION:

The North Carolina Statute, Article 14, B-1406 and the CFPT Agreement Addenda with local health departments requires Local Child Fatality Prevention Teams to advocate for system improvements and needed resources where gaps and deficiencies may exist and submit a report annually to their local county commissioners and boards of health.

The purpose of the local CFPTs are to:

- identify deficiencies in the delivery of services to children and families by public agencies;
- make and carry out recommendations for changes that will prevent future child deaths; and
- promote understanding of the causes of child deaths.

Attached is the Halifax County CFPT annual report for your review for calendar year 2019.

ATTACHMENTS:

Description

- ▢ Annual Child Fatality Prevention Team Report

TOTAL COST:0.00

COUNTY COST:0.00

REQUEST: Accept the Annual Child Fatality Prevention Team (CFPT) Report.

Halifax County Annual Child Fatality Prevention Team Report

Local county commissioners and boards of health

I. Introduction

In 1993, the North Carolina General Assembly established a network of local Child Fatality Prevention Teams (CFPT's) across the state to confidentially review medical examiner reports, death certificates and other records of deceased residents under age 18. Each local team consists of representatives of public and nonpublic agencies in the community such as law enforcement, Guardian Ad Litem, health departments, among others, that provide services to children and their families.

The purpose of this report is to give a summary of the causes of death, the number of cases reviewed, recommendations for prevention, if any, that have been made and to share local team activities and accomplishments.

II. Role of the County Commissioners and Board of Health

- Receive annual reports which contain recommendations and advocate for system improvements and needed resources, if requested.
- Appoint members of the local team as identified by the membership.

III. Child Deaths by Cause, System Problems Identified, Recommendations for Prevention & Proposed Action

In 2019, the Halifax County CFPT reviewed 11 child deaths and identified 3 system problems and recommendations for future prevention efforts. Below are highlights:

Cause of Death	System Problem Identified	Recommendation	Proposed Action
Other ill-defined and unspecific causes of mortality	Co-sleeping	Provide educational information to the community on BESST (Baby Easy Safe Sleep Training) More education on controlled sleep environments Ready-Set-Baby Education	The Health Department will continue to offer the Baby Easy Safe Sleep Training classes and advertise appropriately to all healthcare facilities, schools, newspaper and social media.
'Prenatal condition, newborn affected by incompetent cervix'	Insurance company denied 17-P injection to mother Lack of prenatal care	Education on importance of prenatal care Educate insurance companies on the importance of CH/Maternal required procedures for the health of newborns/children	The Halifax County Health Director will ask for additional Child Health funding in the next budget meeting to address further education in every arena that affects children from before birth, during and after birth.

IV. Halifax County CFPT Activities and Accomplishments

- The annual CFPT Activity Summary was completed and sent by the date requested.

- All local CFPT members were given a detailed overview of the Child Fatality Prevention Team by the State Coordinator.
- 5 team members participated in Baby Easy Safe Sleep training provided by the Health Department as part of Children and Youth Branch, Division of Public Health.
- Individual reports were completed on child deaths reviewed by the team and were forwarded to the State Coordinator.
- The Health Department continues to offer free car seats, Ready-Set-Baby classes for Breast-feeding mothers, as well as being Breast-feeding friendly facilities, Baby Easy Safe Sleep Training and pack-n-plays to all parents/caregiver, and be a Car Seat Checking Station to provide proper car seat training.

V. Conclusion

Thank you to the members of the HalifaxCounty Commissioners/Board of Health for the opportunity to share with you the successes and dedicated work of the local team as we continue to review child fatalities, make recommendations, and take actions to prevent future child deaths. Please feel free to contact the Health Director respectively, should you have any questions about this report.

Health Director

Chairperson

Date

March 2017



AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

FROM: Mary W. Duncan, Finance Director

PRESENTER: Mary W. Duncan, Finance Director

SUBJECT: Accounts Receivable Write-Offs

DATE: July 13, 2020 Regular Meeting

SUPPORTING INFORMATION:

Independent auditors have requested uncollectable debts to be written off in order to accurately reflect year-end receivables. All debts were incurred prior to July 1, 2018 and are in compliance with the Halifax County Write-Off Policy adopted 5-6-02.

Southern Credit Adjusters (SCA) will continue to pursue EMS, Water and Health Department collections through the State Debt Set-off program.

Health Write offs are valued at: \$ 984.72

EMS Write offs are valued at: \$1,037,565.39

Public Utilities:

Water Write offs are valued at: \$5,924.31

Solid Waste Write offs are valued at: \$5,902.24

ATTACHMENTS:

Description

- ☐ Health FY 20 Write Off
- ☐ EMS FY 20 Write Off
- ☐ Public Utilities - Water - FY 20 Write Off
- ☐ Public Utilities - Solid Waste - FY 20 Write Off

TOTAL COST:\$1,050,376.66

COUNTY COST:\$1,050,376.66

REQUEST: Authorize write-offs in the amount of \$1,050,376.66 in uncollected debts for Health, EMS, Public Utilities: Water & Solid Waste Divisions

8/31/2002		\$0.00	\$0.00	\$0.00	\$0.00	\$5.00	\$5.00	
11/13/1998		\$0.00	\$0.00	\$0.00	\$0.00	\$30.70	\$30.70	
10/14/1972		\$0.00	\$0.00	\$0.00	\$0.00	\$10.96	\$10.96	
2/15/1993		\$0.00	\$0.00	\$0.00	\$0.00	\$42.40	\$42.40	
11/13/1979		\$0.00	\$0.00	\$0.00	\$0.00	\$26.00	\$26.00	
9/27/1968		\$0.00	\$0.00	\$0.00	\$0.00	\$5.00	\$5.00	
7/16/1991		\$0.00	\$0.00	\$0.00	\$0.00	\$8.40	\$8.40	
10/3/1981		\$0.00	\$0.00	\$0.00	\$0.00	\$33.40	\$33.40	
3/18/1996		\$0.00	\$0.00	\$0.00	\$0.00	\$21.52	\$21.52	
5/28/1997		\$0.00	\$0.00	\$0.00	\$0.00	\$41.00	\$41.00	
9/9/1998		\$0.00	\$0.00	\$0.00	\$0.00	\$8.68	\$8.68	
2/13/2013		\$0.00	\$0.00	\$0.00	\$0.00	\$19.49	\$19.49	
3/11/1948		\$0.00	\$0.00	\$0.00	\$0.00	\$26.00	\$26.00	
							\$984.72	

Health write off



For the FY of: 2016/2017

(write off amounts for 12 month period of 7-1-17 to 6-30-18)

[illegible]

1764701A1	W39979	6/4/2018	432.08	432.08	0.00
1764615A1	W39978	6/4/2018	432.08	432.08	0.00
1764598A1	R69927	6/4/2018	435.50	435.50	0.00
1765824A1	W40001	6/4/2018	438.05	438.05	0.00
1860187A1	W40033	6/4/2018	444.85	444.85	0.00
1870002A1	W40041	6/4/2018	447.40	447.40	0.00
1870054A1	W40043	6/4/2018	447.95	447.95	0.00
1870052A1	W40042	6/4/2018	447.95	447.95	0.00
1766327A1	Q82837	6/4/2018	448.25	448.25	0.00
1762175A1	W39972	6/4/2018	449.10	449.10	0.00
1765566A1	W39994	6/4/2018	455.05	455.05	0.00
1760938A1	R88030	6/4/2018	461.52	461.52	0.00
1762609A1	W39973	6/4/2018	466.95	466.95	0.00
1721486A1	W39964	6/4/2018	481.12	481.12	0.00
1721555A1	W39965	6/4/2018	513.20	513.20	0.00
1720756A1	W25737	6/4/2018	529.35	529.35	0.00
1880137A1	W40051	6/4/2018	534.10	534.10	0.00
1770815A1	R88192	6/4/2018	605.85	535.10	70.75
1720627A1	W39960	6/4/2018	545.50	545.50	0.00
1820189A1	W40029	6/4/2018	546.00	546.00	0.00
1870056A1	W40042	6/4/2018	552.30	552.30	0.00 REMARKS
1830060A1	W40031	6/4/2018	552.80	552.80	0.00
1720366A1	W39959	6/4/2018	564.56	564.56	0.00
1880031A1	W40046	6/4/2018	564.70	564.70	0.00
1730618A1	W39967	6/4/2018	584.25	584.25	0.00
1770702A1	W40014	6/4/2018	587.65	587.65	0.00
1781239A1	W40021	6/4/2018	594.00	594.00	0.00
1781216A1	R25832	6/4/2018	596.15	596.15	0.00
1765021A1	W39987	6/4/2018	608.15	608.15	0.00
1731052A1	W39970	6/4/2018	609.75	609.75	0.00
1730988A1	X27481	6/4/2018	610.60	610.60	0.00
1730936A1	N74288	6/4/2018	639.50	639.50	0.00

971,012.92

Halifax Write-off Summary

1710398A1	V48549	11/30/2017	563.00	563.00	0.00
1710051A1	920574	8/14/2017	563.85	563.85	0.00
1610939A1	R52908	8/14/2017	565.05	565.05	0.00
1710135A1	V00552	8/14/2017	568.10	568.10	0.00
1610619A1	V00553	8/14/2017	578.50	578.50	0.00
1610807A1	V00554	8/14/2017	581.70	581.70	0.00
1710004A1	U30500	8/14/2017	626.75	582.75	44.00
1710670A1	W27014	5/3/2018	583.40	583.40	0.00
1510682A1	V48503	11/30/2017	587.00	587.00	0.00
1510478A1	V48502	11/30/2017	588.70	588.70	0.00
1710677A1	W27015	5/3/2018	597.85	597.85	0.00
1610854A1	V00555	8/14/2017	600.40	600.40	0.00
1710204A1	V00559	8/14/2017	612.65	602.65	10.00
1610910A1	V00556	8/14/2017	603.80	603.80	0.00
1710562A1	W27009	5/3/2018	603.80	603.80	0.00
1710708A1	Q80315	5/3/2018	604.65	604.65	0.00
1610474A1	V00557	8/14/2017	604.85	604.85	0.00
1510430A1	V00558	8/14/2017	609.10	609.10	0.00
1610847A1	V00560	8/14/2017	617.40	617.40	0.00
1610483A1	V00561	8/14/2017	626.10	626.10	0.00
1610665A1	V00563	8/14/2017	628.65	628.65	0.00
1710114A1	V00564	8/14/2017	633.55	633.55	0.00
1710559A1	W27008	5/3/2018	633.55	633.55	0.00
1710274A1	W26998	5/3/2018	634.40	634.40	0.00
1610311A1	V48504	11/30/2017	640.55	640.55	0.00
1610813A1	V00565	8/14/2017	644.60	644.60	0.00
1710055A1	V48513	11/30/2017	648.00	648.00	0.00
1610718A1	V00566	8/14/2017	652.45	652.45	0.00
1710636A1	W38790	5/3/2018	652.55	652.55	0.00
1710588A1	W39906	6/4/2018	653.95	653.95	0.00
1710273A1	V48534	11/30/2017	668.40	668.40	0.00
1610795A1	V00568	8/14/2017	670.10	670.10	0.00
1610459A1	V00569	8/14/2017	690.70	690.70	0.00
1610685A1	R52908	8/14/2017	693.40	693.40	0.00
1710080A1	V00570	8/14/2017	720.25	720.25	0.00

66,552.47

Waner Co Portion of 7418 write-off

Adjustment Edit List

FB	217700.0095	5/5/2020	0.00000	(\$86.40)	Active
FB	223400.0093	5/5/2020	0.00000	(\$32.40)	Active
FB	371900.0093	5/5/2020	0.00000	(\$29.76)	Active
FB	372800.0079	5/5/2020	0.00000	(\$49.60)	Active
FB	1149800.0093	5/5/2020	0.00000	(\$21.48)	Active
FB	2206400.0095	5/5/2020	0.00000	(\$5.40)	Active
FB	2208000.0098	5/5/2020	0.00000	(\$43.20)	Active
				(\$300.64)	

Grand Totals for Adjustment Batch 3691

Adj Code	Adjustment Description	Reason Code	Reason For Adjustment	Adj Amt
7	WA WRITE OFF	57	WRITE OFF	(\$5,623.67)
9	SW WRITE OFF	57	WRITE OFF	(\$300.64)
Grand Totals				(\$5,924.31)

The following criteria was selected for this report:

Show Comments True

Water

HALIFAX WATER UTIL

ACCOUNTS RECEIVABLE ADJUSTMENT EDIT LIST

3.02 DATE 05/05/2020 TIME 12:19:15 PAGE 0003

BATCH	DESCRIPTION	DATE	OPERATOR	CONTROL AMT	RUNNING AMT	ENTERED	VOIDED	CHK OFF	STATUS
2	WRITE OFFS 7/1/17-6/30/	05/05/2020	ELIZABETH BUFFALOE	5,902.24-	5,902.24-	17	0	0	BALANCED

BATCH TOTAL SUMMARY BY BILLING CODE

CODE	BILLING DESCRIPTION	CODE	DETAIL DESCRIPTION	TOTAL ADJUSTMENTS
3	SOLID WASTE BILLING			5,902.24-
	BATCH TOTAL - ALL BILLING CODES			5,902.24-

Solid waste



AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

FROM: M. Glynn Rollins, Jr., County Attorney

PRESENTER: M. Glynn Rollins, Jr., County Attorney

SUBJECT: Sale of County Property at 1027 E. 10th St., Roanoke Rapids, by Offer and Upset Bid

DATE: July 13, 2020 Regular Meeting

SUPPORTING INFORMATION:

The County has received an offer from Roanoke Valley Rentals, LLC, to purchase property located at 1027 E. 10th St., Roanoke Rapids, for the amount of \$16,200.00. Roanoke Valley Rentals, LLC, has paid the required 5% deposit on its offer. The Board must determine whether to authorize the sale of the property through the upset bid procedure set forth in G.S. 160A-269. The attached resolution describes the upset bid process.

ATTACHMENTS:

Description

- ▢ Offer to Purchase
- ▢ Resolution Authorizing Sale of Property
- ▢ Notice of Sale by Offer and Upset Bid

TOTAL COST:N/A

COUNTY COST:N/A

REQUEST: Consider adoption of the attached Resolution Authorizing Sale of Property by Offer and Upset Bid Pursuant to G.S. 160A-269.

OFFER TO PURCHASE HALIFAX COUNTY PROPERTY

OFFER: The undersigned Offeror hereby offers to purchase the property described below from Halifax County for the price of \$16,200.00.

PROPERTY: That certain lot or parcel of land, including all improvements thereon, situate in the City of Roanoke Rapids, Halifax County, North Carolina, with a physical address of 1027 East Tenth Street, Roanoke Rapids, North Carolina, identified as Tax Parcel No. 0919420, and more particularly described in that certain deed from M. Glynn Rollins, Jr., Commissioner, to Halifax County, dated March 3, 2020, and recorded in Book 2613, Page 392, Halifax Public Registry.

"AS IS" CONDITION; TITLE: The Offeror acknowledges that this offer is for the purchase of the property described above in its "as in" condition. Title will be conveyed by special warranty deed, free and clear of all liens or encumbrances except for those that do not impair the enjoyment and use of the property.

DEPOSIT: With this offer undersigned has deposited 5% of the proposed purchase price (\$810.00) with the county as required by law (refundable if offer is not accepted).

Proration of Property Taxes: Property taxes for the current year will be prorated at closing.

UPSET BID PROCEDURE: It is understood that this offer is subject to upset bid pursuant to GS 160A-269, and that no final action will be taken on acceptance of this offer until the upset bid period has expired. It is also understood that by law the County Board of Commissioners may reject this offer and any upset bid offers at any time.

ADVERTISING COST: If there are no upset bids on the property, the County will pay the advertising fees for the legal notice required under GS 160A-269. If there are upset bids, the successful bidder will reimburse all advertising fees at closing, even if the undersigned Offeror is the ultimate successful bidder.

This 4 day of June, 2020.

OFFEROR:

ROANOKE VALLEY RENTALS, LLC

BY: 

Timothy C. Robinson, Manager

Address: P. O. Box 847
Roanoke Rapids, NC 27870



RECEIVED

6-4-20

GR
LEGAL

RESOLUTION AUTHORIZING SALE OF PROPERTY
BY OFFER AND UPSET BID PURSUANT TO G. S. 160A-269

WHEREAS, Halifax County (the County) owns certain real property located at 1027 East Tenth Street, Roanoke Rapids, North Carolina, identified as Tax Parcel No. 0919420, and more particularly described in that certain deed from M. Glynn Rollins, Jr., Commissioner, to Halifax County, dated March 3, 2020, and recorded in Book 2613, Page 392, Halifax Public Registry (the "Property"); and

WHEREAS, G.S. 160A-269 permits the sale of the Property by upset bid, after receipt of an offer for the Property; and

WHEREAS, the County has received an offer to purchase the Property in the amount of \$16,200.00, submitted by Roanoke Valley Rentals, LLC, a copy of which is attached to this resolution; and

WHEREAS, Roanoke Valley Rentals, LLC, has paid the required 5% deposit on its offer; and

NOW, THEREFORE, the Halifax County Board of Commissioners (the Board) resolves that:

1. The Board authorizes the sale of the Property through the upset bid procedure set forth in G.S. 160A-269.

2. The Clerk to the Board shall cause a notice of the proposed sale to be published. The notice shall describe the property and the amount of the offer, and shall state the terms under which the offer may be upset.

3. Those wishing to upset the offer that has been received shall submit a sealed bid to the County Attorney within 10 days after notice of the sale is published. At the conclusion of the 10-day period, the County Attorney shall open the bids, if any, and the highest bid will become the new offer. If there is more than one bid in the highest amount, the first such bid received will become the new offer.

4. If a qualifying higher bid is received, the Clerk to the Board shall cause a new notice of upset bid to be published, and shall continue to do so until a 10-day period has passed without any qualifying upset bid having been received. At that time, the amount of the final high bid shall be reported to the Board.

5. A qualifying higher bid is one that raises the existing offer by not less than ten percent (10%) of the first \$1,000.00 of that offer and five percent (5%) of the remainder of that offer.

6. A qualifying higher bid must also be accompanied by a deposit in the amount of five percent (5%) of the bid. The County will return the deposit on any bid not accepted, and will

return the deposit on an offer subject to upset if a qualifying higher bid is received. The County will return the deposit of the final higher bidder at closing.

7. The terms of the final sale are:

- a. the Board must approve the final high offer before the sale is closed, action on which will be taken within 30 days after the final upset bid period has passed.
- b. the buyer must pay with cash or certified funds at closing.
- c. all terms and conditions stated in the initial offer shall apply.

8. The Board reserves the right to withdraw the Property from sale at any time before the final high bid is accepted and the right to reject at any time all bids.

Adopted this 13th day of July, 2020.

Vernon J. Bryant, Chairman
Halifax County Board of Commissioners

Andrea H Wiggins, MMC,
Clerk to the Board

OFFER TO PURCHASE HALIFAX COUNTY PROPERTY

OFFER: The undersigned Offeror hereby offers to purchase the property described below from Halifax County for the price of \$16,200.00.

PROPERTY: That certain lot or parcel of land, including all improvements thereon, situate in the City of Roanoke Rapids, Halifax County, North Carolina, with a physical address of 1027 East Tenth Street, Roanoke Rapids, North Carolina, identified as Tax Parcel No. 0919420, and more particularly described in that certain deed from M. Glynn Rollins, Jr., Commissioner, to Halifax County, dated March 3, 2020, and recorded in Book 2613, Page 392, Halifax Public Registry.

"AS IS" CONDITION; TITLE: The Offeror acknowledges that this offer is for the purchase of the property described above in its "as in" condition. Title will be conveyed by special warranty deed, free and clear of all liens or encumbrances except for those that do not impair the enjoyment and use of the property.

DEPOSIT: With this offer undersigned has deposited 5% of the proposed purchase price (\$810.00) with the county as required by law (refundable if offer is not accepted).

Proration of Property Taxes: Property taxes for the current year will be prorated at closing.

UPSET BID PROCEDURE: It is understood that this offer is subject to upset bid pursuant to GS 160A-269, and that no final action will be taken on acceptance of this offer until the upset bid period has expired. It is also understood that by law the County Board of Commissioners may reject this offer and any upset bid offers at any time.

ADVERTISING COST: If there are no upset bids on the property, the County will pay the advertising fees for the legal notice required under GS 160A-269. If there are upset bids, the successful bidder will reimburse all advertising fees at closing, even if the undersigned Offeror is the ultimate successful bidder.

This 4 day of June, 2020.

OFFEROR:

ROANOKE VALLEY RENTALS, LLC

BY: 

Timothy C. Robinson, Manager

Address: P. O. Box 847
Roanoke Rapids, NC 27870



RECEIVED

6-4-20

GR
LEGAL

COUNTY OF HALIFAX
NOTICE OF SALE BY OFFER AND UPSET BID

Halifax County has received an offer for the purchase of certain county property more particularly described as follows:

That certain lot or parcel of land, including all improvements thereon, situate in the City of Roanoke Rapids, Halifax County, North Carolina, with a physical address of 1027 East Tenth Street, Roanoke Rapids, North Carolina, identified as Tax Parcel No. 0919420, and more particularly described in that certain deed from M. Glynn Rollins, Jr., Commissioner, to Halifax County, dated March 3, 2020, and recorded in Book 2613, Page 392, Halifax Public Registry (the "Property").

The offer to purchase the Property is for a price of \$16,200.00, in "as is" condition, with title to be conveyed by special warranty deed, free and clear of all liens or encumbrances except for those that do not impair the enjoyment and use of the property. Property taxes for the current year will be prorated at closing.

Pursuant to G.S. 160A-269, those wishing to upset this offer shall submit a sealed bid to the Halifax County Attorney by actual delivery to his office at 10 North King Street, Halifax, NC, by 5:00 p.m., July 27, 2020. The highest qualifying bid will become the new offer. If there is more than one bid in the highest amount, the first bid received will become the new offer. The new offer will be re-advertised for upset bids as required by law. Bids will not be received electronically. Bidders using a delivery service, including U.S. mail, do so at the risk of actual delivery in a timely manner.

An upset bid price must be at least \$17,060.00 to be a qualifying bid. Upset bids shall be accompanied by a deposit in the amount of 5% of the upset bid price. The County will return the deposit on any bid not accepted, and on any offer that is upset due to a later qualifying higher upset bid. If a final upset bid is accepted by the county, the purchaser must also reimburse the cost of all legal notices associated with this transaction at closing.

The Halifax County Board of Commissioners must approve the final upset bid offer. The Board reserves the right to withdraw the property from sale at any time prior to such approval.

The submission of an upset bid shall constitute acceptance of all conditions stated in this notice. Further information may be obtained from the County Attorney's Office by calling (252) 583-3612 during regular business hours.

Andrea H. Wiggins, MMC
Clerk to the Board
Halifax County Commissioners

July 16, 2020



AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

FROM: Andrea H. Wiggins, MMC, NCCCC, Clerk to the Board/Assistant to the County Manager

PRESENTER: County Commissioners

SUBJECT: Board Appointments

DATE: July 13, 2020 Regular Meeting

SUPPORTING INFORMATION:

Attached, please find the Board Appointments.

ATTACHMENTS:

Description

- ▢ Board Appointments Requiring Action
- ▢ Board Vacancies Without Recommendations
- ▢ August 2020 Board Appointments

TOTAL COST:

COUNTY COST:

REQUEST: Approve the Board Appointments that require action.

BOARD APPOINTMENTS

- A. Economic Development Board
- B. Halifax County Council on Aging
- C. Halifax-Northampton Regional Airport Authority
- D. Lake Gaston Weed Control Council
- E. Library Board
- F. Tourism Development Authority
- G. Upper Coastal Plain Board of Directors
- H. Board Vacancies Without Recommendations
- I. August 2020 Board Appointments

MEMORANDUM

TO: HALIFAX COUNTY COMMISSIONERS

FROM: ANDREA H. WIGGINS, CLERK TO THE BOARD

SUBJECT: ECONOMIC DEVELOPMENT BOARD

According to our records, the Economic Development Board has one member that is appointed by the Board of Commissioners with a term that expired on June 30, 2020:

Samuel Robinson, Jr.

The following action is requested, if the Board so chooses:

- Defer action on this matter until the October 5, 2020 Regular Meeting. This will provide the Economic Development Board an opportunity to find a replacement for Samuel Robinson, Jr.

Economic Development Board

9	Samuel Robinson, Jr. <i>Littleton</i>	At-Large Member <i>Black Male</i>	7/1/2017 through 6/30/2020 <i>Term Number: 3</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
10	Hugh Bazemore <i>Roanoke Rapids</i>	At-Large Member <i>White Male</i>	7/1/2018 through 6/30/2021 <i>Term Number: 4</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
5	Johnny Draper, Jr. <i>Weldon</i>	Weldon <i>White Male</i>	7/1/2018 through 6/30/2021 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
6	Daniel Fouts, Jr. <i>Roanoke Rapids</i>	Roanoke Rapids <i>White Male</i>	7/1/2018 through 6/30/2021 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
4	J. Rives Manning, Jr. <i>Roanoke Rapids</i>	County Commissioner <i>White Male</i>	7/1/2018 through 6/30/2021 <i>Term Number: 4</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
11	Robert Sykes <i>Hobgood</i>	Hobgood <i>White Male</i>	7/1/2018 through 6/30/2021 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
8	Danny Hinnant <i>Halifax</i>	Halifax <i>White Male</i>	7/1/2019 through 6/30/2022 <i>Term Number: 3</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
1	Kris Neal, Jr. <i>Littleton</i>	Littleton <i>White Male</i>	7/8/2019 through 6/30/2022 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
7	Portia Shields <i>Scotland Neck</i>	Scotland Neck <i>Black Female</i>	7/1/2019 through 6/30/2022 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
3	Ronnie Locke <i>Enfield</i>	Enfield <i>White Male</i>	7/1/2020 through 6/30/2023 <i>Term Number: 4</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
2	Benjamin Sledge <i>Roanoke Rapids</i>	At-Large Member <i>Black Male</i>	7/1/2020 through 6/30/2023 <i>Term Number: 4</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>

MEMORANDUM

TO: HALIFAX COUNTY COMMISSIONERS

FROM: ANDREA H. WIGGINS, CLERK TO THE BOARD

SUBJECT: HALIFAX COUNTY COUNCIL ON AGING

According to our records, the Halifax County Council on Aging has three members that are appointed by the Board of Commissioners that have resigned:

Brenda Ausby, James Walden, and Gladys Walden

The following action is requested, if the Board so chooses:

- Receive nominations to appoint a replacement to fill the unexpired terms of Brenda Ausby, James Walden, and Gladys Walden

Halifax County Council on Aging

12	Carolyn Johnson <i>Littleton</i>	County Commissioner <i>Black Female</i>	through Term Number:	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
10	Jennifer Cooper (Vacant) <i>Enfield</i>	Member <i>Other Female</i>	7/1/2016 through 6/30/2019 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
11	Greg Browning <i>Roanoke Rapids</i>	Member <i>Black Male</i>	7/1/2018 through 6/30/2021 Term Number: 4	Appointed by: Halifax County Commissioners Eligible for reappointment? No
13	Undine Garner <i>Roanoke Rapids</i>	Member <i>White Female</i>	7/1/2018 through 6/30/2021 Term Number: 6	Appointed by: Halifax County Commissioners Eligible for reappointment? No
14	Marion Lewis <i>Littleton</i>	Member <i>Black Female</i>	7/1/2018 through 6/30/2021 Term Number: 7	Appointed by: Halifax County Commissioners Eligible for reappointment? No
3	Ernestine Ware <i>Scotland Neck</i>	Member <i>Black Female</i>	7/1/2018 through 6/30/2021 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment? No
15	Belinda Belfield <i>Halifax</i>	Member <i>Black Female</i>	7/1/2019 through 6/30/2022 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment? No
4	Katherine Lee <i>Halifax</i>	Member <i>Black Female</i>	7/1/2019 through 6/30/2022 Term Number: 9	Appointed by: Halifax County Commissioners Eligible for reappointment? No
7	Tillman Long <i>Roanoke Rapids</i>	Member <i>White Male</i>	7/1/2019 through 6/30/2022 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
1	William Mueller <i>Roanoke Rapids</i>	Member <i>White Male</i>	7/1/2019 through 6/30/2022 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
8	Sandra Rosser <i>Roanoke Rapids</i>	Member <i>Black Female</i>	7/1/2019 through 6/30/2022 Term Number: 4	Appointed by: Halifax County Commissioners Eligible for reappointment? No
6	Gladys Walden <i>Halifax</i>	Member <i>Black Female</i>	7/1/2019 through 6/30/2022 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment? No
5	Brenda Ausby <i>Roanoke Rapids</i>	Member <i>Black Female</i>	7/1/2020 through 6/30/2023 Term Number: 4	Appointed by: Halifax County Commissioners Eligible for reappointment? No
2	Helen Bush <i>Roanoke Rapids</i>	Member <i>White Female</i>	7/1/2020 through 6/30/2023 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
16	James Walden <i>Halifax</i>	Member <i>Black Male</i>	7/1/2020 through 6/30/2023 Term Number: 6	Appointed by: Halifax County Commissioners Eligible for reappointment? No
9	Gail Walker <i>Roanoke Rapids</i>	Member <i>White Female</i>	7/1/2020 through 6/30/2023 Term Number: 9	Appointed by: Halifax County Commissioners Eligible for reappointment? No

MEMORANDUM

TO: HALIFAX COUNTY COMMISSIONERS

FROM: ANDREA H. WIGGINS, CLERK TO THE BOARD

**SUBJECT: HALIFAX-NORTHAMPTON REGIONAL AIRPORT
AUTHORITY**

According to our records, the Halifax-Northampton Regional Airport Authority has one member that is appointed by the Board of Commissioners that has resigned:

Ian Bumgarner

- Receive nominations to appoint Christina Wells to replace Ian Bumgarner

Airport Authority

15	Vacant		Alternate Member		through Term Number:	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
14	Vacant		Alternate Member		through Term Number:	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
13	Vacant		Alternate Member		through Term Number:	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
12	Vacant		Alternate Member		through Term Number:	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
3	Ian Halifax	Bumgarner	Ex-Officio White Male		through Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
2	Mary Halifax	Duncan	Ex-Officio White Female		through Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
4	Nicole Rich Square	Boone	Black Female	3/18/2019	through 1/31/2020 Term Number: 0	Appointed by: Northampton County Commissioners Eligible for reappointment? Yes
1	Chris Roanoke Rapids	Canady	Member White Male	2/1/2017	through 1/31/2020 Term Number: 1	Appointed by: Roanoke Rapids City Council Eligible for reappointment? Yes
5	Andrew Rocky Mount	Roy	Member White Male	2/1/2017	through 1/31/2020 Term Number: 2	Appointed by: Halifax-Northampton Airport Authority Eligible for reappointment? Yes
9	Joyce Margarettsville	Buffaloe	Member Black Female	3/18/2019	through 1/31/2021 Term Number: 0	Appointed by: Northampton County Commissioners Eligible for reappointment? Yes
8	Calvin Roanoke Rapids	Potter	Secretary White Male	2/1/2018	through 1/31/2021 Term Number: 9	Appointed by: Roanoke Rapids City Council Eligible for reappointment? No
11	Vernon J. Roanoke Rapids	Bryant	Member Black Male	2/1/2019	through 1/31/2022 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
7	Ralph Roanoke Rapids	Johnson, Jr.	Member White Male	10/7/2019	through 1/31/2022 Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
6	Julia Weldon	Meacham	Member White Female	2/1/2019	through 1/31/2022 Term Number: 6	Appointed by: Halifax County Commissioners Eligible for reappointment? No
10	Robert Roanoke Rapids	Clark	Member Black Male	2/1/2020	through 1/31/2023 Term Number: 5	Appointed by: Halifax County Commissioners Eligible for reappointment? No

MEMORANDUM

TO: HALIFAX COUNTY COMMISSIONERS

FROM: ANDREA H. WIGGINS, CLERK TO THE BOARD

SUBJECT: LAKE GASTON WEED CONTROL COUNCIL

According to our records, the Lake Gaston Weed Control Council has one member that is appointed by the Board of Commissioners that has resigned:

Ian Bumgarner

The following action is requested, if the Board so chooses:

- Receive nominations to appoint Christina Wells to replace Ian Bumgarner

Lake Gaston Weed Control Council

2	J. Rives Roanoke Rapids	Manning, Jr.	Alternate White Male	through Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
5	Quinton Littleton	Qualls	Member White Male	3/1/2018 through 2/28/2021 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
3	Robert Littleton	Etheridge	Member White Male	3/1/2019 through 2/28/2022 Term Number: 5	Appointed by: Halifax County Commissioners Eligible for reappointment? No
4	Tony Halifax	Brown	Member Black Male	3/1/2020 through 2/28/2023 Term Number: 4	Appointed by: Halifax County Commissioners Eligible for reappointment? No
5	Ian Halifax	Bumgarner	Alternate White Male	3/1/2020 through 2/28/2023 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
1	Dia Halifax	Denton	Alternate White Female	3/1/2020 through 2/28/2023 Term Number: 4	Appointed by: Halifax County Commissioners Eligible for reappointment? No

MEMORANDUM

TO: HALIFAX COUNTY COMMISSIONERS

FROM: ANDREA H. WIGGINS, CLERK TO THE BOARD

SUBJECT: LIBRARY BOARD

According to our records, the Library Board has one member that is appointed by the Board of Commissioners that is deceased:

Margaret Phillips

The following action is requested, if the Board so chooses:

- Receive nominations to appoint Crystal Crawley to fill the unexpired term of Margaret Phillips

Library Board

6	Joseph Cotton, III <i>Scotland Neck</i>	Scotland Neck Library Branch <i>White Male</i>	6/1/2020 through 6/30/2021 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
7	Tessie Hofmann-Brady <i>Weldon</i>	Weldon Library Branch <i>White Female</i>	7/1/2018 through 6/30/2021 <i>Term Number: 4</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
5	C. K. Wilson <i>Roanoke Rapids</i>	Member <i>White Male</i>	7/1/2018 through 6/30/2021 <i>Term Number: 5</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
2	Margaret Phillips <i>Halifax</i>	Member <i>White Female</i>	7/1/2019 through 6/30/2022 <i>Term Number: 5</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
1	Marie Robinson <i>Littleton</i>	Member <i>Black Female</i>	7/1/2019 through 6/30/2022 <i>Term Number: 3</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
8	Judy Whitaker <i>Enfield</i>	Enfield Library Branch <i>Black Female</i>	7/1/2019 through 6/30/2022 <i>Term Number: 3</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
3	Betty Freuler <i>Littleton</i>	Littleton Library Branch <i>White Female</i>	7/1/2020 through 6/30/2023 <i>Term Number: 3</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
4	Delores Harvey-Amason <i>Halifax</i>	Member <i>Black Female</i>	7/1/2020 through 6/30/2023 <i>Term Number: 3</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>



Halifax County Library System

Brenda Faithful
Director

P.O. Box 97, 33 Granville St.
Halifax, NC 27839
Tel: (252) 583-3631
Fax: (252) 583-8661
millsb@halifaxnc.com

Dear Andrea,

Margaret Phillips who served as the Halifax Library Representative on the Halifax County Board of Trustees passed away on June 7th 2020. We would like to request that Crystal Gail Crawley replace Mrs. Phillips on our library board. The Term is 7/1/2019 through 6/30/2022.

I am enclosing Crystal Gail Crawley's application for the Board's consideration and approval.

Thank you,

Brenda Faithful

Brenda Faithful



State of North Carolina
County of Halifax

HISTORIC COURTHOUSE - PO BOX 38 - KING STREET - HALIFAX, NC 27839
252-583-1131 ~ FAX: 252-583-9921



Date Received 7-2-20

APPLICATION FOR: AUTHORITIES, BOARDS, COMMISSIONS, and COMMITTEES

Note: All information on this document will be released to the public on request.

Name: Crystal Gail Crawley Nickname: _____

ETHNIC BACKGROUND: African American ___ Caucasian ☒ Hispanic ___ Native American ___ Other ___

SEX: (M) ___ (F) ☒ AGE: Under 18 ___ 18-30 ___ 31-50 ☒ 50-65 ___ Over 65 ___

Home Phone Number: 252-584-6399 Home Fax Number: _____

Email Address: _____

Home Address: 16712 Justice Branch Rd. Littleton, nc 27850
street city state zip

Mailing Address: same as above

Are you a full-time resident of Halifax County? Yes ☒ No ___ Township: _____

Do you live within any corporate or town limits? Yes ___ No ☒ Which: _____

Employer: nc Department of Transportation

Business Address: 14194 Hwy. 903 Halifax nc 27839
street city state zip

Business Phone Number: 252-583-4230 Business Fax: 252-583-1008

Name of Authority/Board/Commission/Committee you are interested in:

Halifax County Library System Board

If Applicable - Specific category applying for: (e.g. Nurse, Attorney, At-Large, etc.)

n/a

Qualification for specific category: _____

Name of any Halifax County Board/Commission/Committee on which you presently serve:

n/a

If reapplying for a position you presently hold, how long have you served? _____

Based on your qualifications and experiences, briefly describe why your services on this Authority/ Board/Commission/Committee would be beneficial to the County:

I was employed with the library for 7 years, and I am passionate about the services the libraries in the system provide. Since leaving the library system, I have continued to patronize the library and served as a judge for the Quiz Bowl and planned on moderating Battle of the Books that was cancelled due to COVID 19.

Is your property tax listing current? Yes ☒ No ☐ Are your Halifax County property and motor vehicle taxes paid in full on a current basis? Yes ☒ No ☐

Do you have any delinquent Halifax County taxes? Yes ☐ No ☒

Other information you consider pertinent: (i.e., education, occupational background, civic memberships, related work experiences, etc.):

(If necessary, you may add additional pages - Check here if additional pages are added: ☐)

Note: All information on this document will be released to the public on request.

Date: 6/15/2020

Applicant's Signature: C. David Crowley

Return application to:

Clerk to the Board of County Commissioners
Halifax County Manager's Office
Post Office Box 38
Halifax, NC 27839

Fax: (252) 583-9921

MEMORANDUM

TO: HALIFAX COUNTY COMMISSIONERS

FROM: ANDREA H. WIGGINS, CLERK TO THE BOARD

SUBJECT: TOURISM DEVELOPMENT AUTHORITY

According to our records, the Tourism Development Authority has three members that are appointed by the Board of Commissioners with terms that will expire on July 31, 2020:

Sandra Bryant, James Carlisle, and Jessica Hedgepeth

The following action is requested, if the Board so chooses:

- Receive nominations to waive the term limits and reappoint Sandra Bryant and James Carlisle
- Receive nominations to reappoint Jessica Hedgepeth

Tourism Authority

4	Mary Halifax	Duncan	Ex-Officio White Female	through Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? No
1	Virginia Roanoke Rapids	Lewis	Ex-Officio White Female	through Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? No
2	Cathy Roanoke Rapids	Scott	Ex-Officio White Female	through Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? No
3	Arthur Halifax	Whitehead	Ex-Officio White Male	through Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? No
6	Kathy Roanoke Rapids	White (Vacant)	Member White Female	8/1/2016 through 7/31/2019 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment? No
10	Sandra Roanoke Rapids	Bryant	Member Black Female	8/1/2017 through 7/31/2020 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? No
9	James Roanoke Rapids	Carlisle	Member White Male	8/1/2017 through 7/31/2020 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? No
8	Jessica Roanoke Rapids	Hedgepeth	Member Indian Female	7/9/2018 through 7/31/2020 Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
13	Christina Roanoke Rapids	Gregory	Member White Female	8/1/2018 through 7/31/2021 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment? No
12	Brent Scotland Neck	Lubbock	Member White Male	6/3/2019 through 7/31/2021 Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
11	Percilla Roanoke Rapids	West	Member Black Female	8/1/2018 through 7/31/2021 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment? No
7	Yvonne Littleton	Thompson	Member White Female	8/1/2019 through 7/31/2022 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment? No
5	Curtis Roanoke Rapids	Wynn	Member Black Male	8/1/2019 through 7/31/2022 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? No



HALIFAX COUNTY

CONVENTION AND VISITORS BUREAU

260 Premier Blvd.
Roanoke Rapids, NC 27870
252-535-1687
800-522-4282

June 12, 2020

Ms. Andrea H. Wiggins, MMC, NCCCC
Clerk to the Board/Assistant to the County Manager
County of Halifax
P. O. Box 38
Halifax, NC 27839

Dear Andrea:

Thank you for your letter regarding board appointments to the Halifax County Tourism Development Authority. The Board of Directors respectfully requests the following actions be taken at the Halifax County Commissioner's July 13, 2020 meeting:

Waive term limits and reappoint:

			<u>Term</u>	<u>Term #</u>
Sandra Bryant -	Reappoint	Black Female	8/1/2020 through 7/31/2023	3
James Carlisle -	Reappoint	White Male	8/1/2020 through 7/31/2023	3

Please reappoint for her second term:

Jessica Hedgepeth -	Reappoint	Indian Female	8/1/2020 through 7/31/2023	2
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Thank you for your assistance with these important appointments. If you have any questions, please do not hesitate to call me at (252) 535-1687.

Best Regards,

Lori R. Medlin, CDME
President/CEO

LRM/scw

MEMORANDUM

TO: HALIFAX COUNTY COMMISSIONERS

FROM: ANDREA H. WIGGINS, CLERK TO THE BOARD

SUBJECT: UPPER COASTAL PLAIN BOARD OF DIRECTORS

According to our records, the Upper Coastal Plain Board of Directors has one member that is appointed by the Board of Commissioners with a term that expired on June 30, 2020:

Norlan Graves

The following action is requested, if the Board so chooses:

- At the June 1, 2020 Regular Meeting, it was recommended that a letter be sent to Norlan Graves regarding his desire to be reappointed. To date, there has been no response from Mr. Graves by mail or telephone.

Upper Coastal Plain Board of Directors

4	Norlan Graves (Vacant) <i>Roanoke Rapids</i>	At-Large/Private Sector <i>Black Male</i>	7/1/2018 through 6/30/2020 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
3	Tony Brown <i>Halifax</i>	County Manager <i>Black Male</i>	7/1/2020 through 6/30/2022 <i>Term Number: 7</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
6	Dia Denton <i>Halifax</i>	Alternate Member <i>White Female</i>	7/1/2020 through 6/30/2022 <i>Term Number: 5</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
1	Barbara Simmons <i>Enfield</i>	At-Large/Private Sector <i>Black Female</i>	7/1/2020 through 6/30/2022 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
5	Marcelle Smith <i>Scotland Neck</i>	Elected Official <i>Black Male</i>	7/1/2020 through 6/30/2022 <i>Term Number: 7</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
2	Christina Wells <i>Halifax</i>	Alternate Member <i>White Female</i>	7/1/2020 through 6/30/2022 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>



County of Halifax
State of North Carolina

Halifax County Historic Courthouse

10 North King Street, Post Office Box 38 Halifax, North Carolina 27839

252-583-1131 · Fax 252-583-9921

www.halifaxnc.com

Tony N. Brown
County Manager
brownt@halifaxnc.com

June 5, 2020

Mr. Norlan Graves
80 Pecan Drive, Apartment 101
Roanoke Rapids, North Carolina 27870

Dear Mr. Graves:

The Halifax County Board of Commissioners, meeting in Regular Session on June 1, 2020, requested that I contact you regarding your interest in continuing to serve on the Upper Coastal Plain Council of Governments Board of Directors and plan to attend the meetings. The next term of office would be July 1, 2020 through June 30, 2022.

I look forward to hearing from you soon. If there are any questions regarding this matter, please feel free to contact me at (252) 583-1131.

With kindest regards, I am

Sincerely,

Andrea H. Wiggins, MMC, NCCCC
Clerk to the Board/Assistant to the County Manager

UPPER COASTAL PLAIN
COUNCIL OF GOVERNMENTS

121 W. NASH STREET (27893)

P. O. BOX 9

WILSON, NORTH CAROLINA 27894

PHONE: 252.234.5952

www.ucpcog.org

June 12, 2019

Mr. Tony N. Brown
County Manager
PO Box 38
Halifax, NC 27839

Dear Mr. Brown:

Our records show that Mr. Norlan Graves represents Halifax County as an official At-Large member of the Upper Coastal Plain Council of Governments Board of Directors, with no alternate on file. As you know, in order to be an active member and to fully participate and take advantage of all our services, attendance is crucial. Our records indicate that Mr. Graves has not attended any meeting or sent a proxy for more than three consecutive meetings.

The Council of Governments Official By-Laws specifically state the following:


SECTION 4. ATTENDANCE AT MEETINGS

Upon failure of a Director to appear in person, by Alternate, or by properly executed proxy at three consecutive regular Board meetings or fifty percent (50%) of those held during the fiscal year, the Chairperson will notify the appropriate governing officials and request a replacement.

Therefore, we are officially requesting that a new Board Member and alternate be appointed to represent your county. Please notify our office to let us know when this has been done so that we can update our records.

Thank you for your cooperation and we look forward to working with you in the future.

Sincerely,



Doug Hughes
Chairman of the Board

CC: Mr. Vernon J. Bryant, Chairman

MEMORANDUM

TO: HALIFAX COUNTY COMMISSIONERS

FROM: ANDREA H. WIGGINS, CLERK TO THE BOARD

SUBJECT: BOARD VACANCIES WITHOUT RECOMMENDATIONS

For Information Only – No Action Required

No action is necessary at this time unless a member of the Board has a recommendation for an appointment.

According to our records, the **Adult Care Home Advisory Committee** has one position that is appointed by the Board of Commissioners that is vacant:

Fred Brown

According to our records, the **Community Child Protection Team** has two positions that are appointed by the Board of Commissioners that are vacant:

Susan Horrell and Lakeshia Jones

According to our records, the **Five County Community Operations Center Oversight Board** has one position that is appointed by the Board of Commissioners that is vacant:

Dean Smith

According to our records, the **Halifax County Board of Adjustment** has one position that is appointed by the Board of Commissioners that is vacant:

Thomas Myrick, Jr.

According to our records, the **Halifax County Council on Aging** has one position that is appointed by the Board of Commissioners that is vacant:

Jennifer Cooper

Continued

According to our records, the **Halifax County Human Relations Commission** has two positions that are appointed by the Board of Commissioners that are vacant:

George Branch, Jr. and Doris Richardson

According to our records, the **Halifax County Joseph Montfort Amphitheater Advisory Board** has two positions that are appointed by the Board of Commissioners that is vacant:

Christopher Mayo and Curtis Strickland

According to our records, the **Halifax-Northampton Regional Airport Authority** has four positions that may be appointed by the Board of Commissioners that are vacant:

Alternates

According to our records, the **Health Board** has one position that is appointed by the Board of Commissioners that is vacant:

Delisha Moore

According to our records, the **Industrial Facilities and Pollution Control Financing Authority** has one position that is appointed by the Board of Commissioners that is vacant:

Rick Gilstrap

According to our records, the **Juvenile Crime Prevention Council** has nine positions that are appointed by the Board of Commissioners that are vacant:

Diane Pridgen, Fred Draper, Ronna Graham, Linda Vaughan, Janyah Alston, Niasia Anthony,
Bettina Flood, Levi Scott, and Clarette Glenn

According to our records, the **Nursing Home Community Advisory Committee** has three positions that are appointed by the Board of Commissioners that are vacant:

Delores McGriff, Nannie Lynch, and Hattie Squire

According to our records, the **Roanoke Rapids Board of Adjustment** has one position that is appointed by the Board of Commissioners that is vacant:

Tillman Long

Continued

According to our records, the **Roanoke Rapids Planning Board** has two positions that are appointed by the Board of Commissioners that are vacant:

Tillman Long and Robert Moore, Jr.

According to our records, the **Solid Waste Advisory Board** has two positions that are appointed by the Board of Commissioners that are vacant:

Bill Dickens, John Lovett, and Danny Acree

According to our records, the **Tourism Authority** has one position that is appointed by the Board of Commissioners that is vacant:

Kathy White

According to our records, the **Upper Coastal Plain Board of Directors** has one position that is appointed by the Board of Commissioners that is vacant:

Norlan Graves

According to our records, the **Weldon Planning Board** has one position that is appointed by the Board of Commissioners that is vacant:

Edna Weeks

Adult Care Home Advisory Committee

3	Fred Brown (Vacant) <i>Roanoke Rapids</i>	Member <i>Black Male</i>	7/1/2016 through 6/30/2019 <i>Term Number: 6</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
1	Hattie Staton <i>Scotland Neck</i>	Member <i>Black Female</i>	7/1/2017 through 6/30/2020 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
5	Prudence Boseman <i>Littleton</i>	Member <i>White Female</i>	7/1/2018 through 6/30/2021 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
4	Ozie Ruffin <i>Weldon</i>	Member <i>Black Female</i>	7/1/2018 through 6/30/2021 <i>Term Number: 6</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
2	Alberta Greene <i>Weldon</i>	Member <i>Black Female</i>	7/1/2019 through 6/30/2022 <i>Term Number: 7</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>

Community Child Protection Team (CCPT)

5	Susan Horrell (Vacant) <i>Halifax</i>	Member <i>White Female</i>	4/1/2015 through 3/31/2018 <i>Term Number: 5</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
8	Lakeshia Jones (Vacant) <i>Roanoke Rapids</i>	Parent of Deceased Child <i>Female</i>	9/8/2015 through 3/31/2018 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
4	Magda Baligh <i>Roanoke Rapids</i>	Member <i>White Female</i>	4/1/2018 through 3/31/2021 <i>Term Number: 6</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
1	Florine Bell <i>Roanoke Rapids</i>	Citizen <i>Black Female</i>	4/1/2018 through 3/31/2021 <i>Term Number: 4</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
7	Kevin Kupietz <i>Roanoke Rapids</i>	Firefighter <i>White Male</i>	4/1/2018 through 3/31/2021 <i>Term Number: 3</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
6	Bobby Martin <i>Roanoke Rapids</i>	Law Enforcement <i>White Male</i>	4/1/2018 through 3/31/2021 <i>Term Number: 5</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
2	Shannon McAllister <i>Littleton</i>	Member <i>White Female</i>	4/1/2018 through 3/31/2021 <i>Term Number: 4</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
3	Michael Pittman <i>Halifax</i>	Member <i>Black Male</i>	4/1/2018 through 3/31/2021 <i>Term Number: 6</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>

Five County Community Oper. Center Oversight Board

1	Dean Smith (vacant) <i>Roanoke Rapids</i>	Consumer/Family Member of Co <i>White Male</i>	7/1/2012 through 6/30/2015 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
3	Marcelle Smith <i>Scotland Neck</i>	County Commissioner <i>Black Male</i>	7/1/2015 through 6/30/2018 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
2	Regina Dickens <i>Littleton</i>	Community Stakeholder/Citizen <i>White Female</i>	7/1/2016 through 6/30/2019 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>

Halifax County Board of Adjustment

2	Thomas <i>Littleton</i>	Myrick, Jr. (Vacant)	Alternate <i>White Male</i>	6/2/2014 through 2/28/2017 <i>Term Number: 0</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>
5	Jeffrey <i>Roanoke Rapids</i>	Faison	Alternate <i>White Male</i>	3/1/2017 through 2/20/2020 <i>Term Number: 1</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>
1	Lee <i>Roanoke Rapids</i>	Bone	Member <i>White Male</i>	3/1/2017 through 2/28/2020 <i>Term Number: 6</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? No</i>
4	Jason <i>Littleton</i>	Myrick	Member <i>White Male</i>	2/4/2019 through 2/28/2020 <i>Term Number: 0</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>
3	James <i>Enfield</i>	Whitaker	Member <i>Black Male</i>	2/5/2018 through 2/28/2020 <i>Term Number: 0</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>
7	James <i>Roanoke Rapids</i>	Burroughs, Jr.	Member <i>Black Male</i>	3/1/2018 through 2/28/2021 <i>Term Number: 2</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>
8	Levi <i>Enfield</i>	Scott	Alternate <i>Black Male</i>	3/1/2018 through 2/28/2021 <i>Term Number: 1</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>
6	John <i>Scotland Neck</i>	Smith	Member <i>Black Male</i>	7/1/2017 through 6/30/2021 <i>Term Number: 1</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>

Halifax County Council on Aging

12	Carolyn Johnson <i>Littleton</i>	County Commissioner <i>Black Female</i>	through Term Number:	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
10	Jennifer Cooper (Vacant) <i>Enfield</i>	Member <i>Other Female</i>	7/1/2016 through 6/30/2019 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
5	Brenda Ausby <i>Roanoke Rapids</i>	Member <i>Black Female</i>	7/1/2017 through 6/30/2020 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment? No
2	Helen Bush <i>Roanoke Rapids</i>	Member <i>White Female</i>	7/1/2017 through 6/30/2020 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
16	James Walden <i>Halifax</i>	Member <i>Black Male</i>	7/1/2017 through 6/30/2020 Term Number: 5	Appointed by: Halifax County Commissioners Eligible for reappointment? No
9	Gail Walker <i>Roanoke Rapids</i>	Member <i>White Female</i>	7/1/2017 through 6/30/2020 Term Number: 8	Appointed by: Halifax County Commissioners Eligible for reappointment? No
11	Greg Browning <i>Roanoke Rapids</i>	Member <i>Black Male</i>	7/1/2018 through 6/30/2021 Term Number: 4	Appointed by: Halifax County Commissioners Eligible for reappointment? No
13	Undine Garner <i>Roanoke Rapids</i>	Member <i>White Female</i>	7/1/2018 through 6/30/2021 Term Number: 6	Appointed by: Halifax County Commissioners Eligible for reappointment? No
14	Marion Lewis <i>Littleton</i>	Member <i>Black Female</i>	7/1/2018 through 6/30/2021 Term Number: 7	Appointed by: Halifax County Commissioners Eligible for reappointment? No
3	Ernestine Ware <i>Scotland Neck</i>	Member <i>Black Female</i>	7/1/2018 through 6/30/2021 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment? No
15	Belinda Belfield <i>Halifax</i>	Member <i>Black Female</i>	7/1/2019 through 6/30/2022 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment? No
4	Katherine Lee <i>Halifax</i>	Member <i>Black Female</i>	7/1/2019 through 6/30/2022 Term Number: 9	Appointed by: Halifax County Commissioners Eligible for reappointment? No
7	Tillman Long <i>Roanoke Rapids</i>	Member <i>White Male</i>	7/1/2019 through 6/30/2022 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
1	William Mueller <i>Roanoke Rapids</i>	Member <i>White Male</i>	7/1/2019 through 6/30/2022 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
8	Sandra Rosser <i>Roanoke Rapids</i>	Member <i>Black Female</i>	7/1/2019 through 6/30/2022 Term Number: 4	Appointed by: Halifax County Commissioners Eligible for reappointment? No
6	Gladys Walden <i>Halifax</i>	Member <i>Black Female</i>	7/1/2019 through 6/30/2022 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment? No

Halifax County Human Relations Commission

1	George Branch, Jr. (Vacant) <i>Roanoke Rapids</i>	Member <i>Black Male</i>	11/1/2010 through 10/31/2013 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
9	Doris Richardson (vacant) <i>Hollister</i>	Member <i>Indian Female</i>	11/1/2012 through 10/31/2015 <i>Term Number: 4</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
6	Robert Bigham <i>Tillery</i>	Member <i>White Male</i>	11/1/2015 through 10/31/2018 <i>Term Number: 3</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
5	Sandra Bryant <i>Roanoke Rapids</i>	Member <i>Black Female</i>	11/1/2016 through 10/31/2019 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
2	Sheldon Deaton <i>Roanoke Rapids</i>	Member <i>White Male</i>	11/1/2016 through 10/31/2019 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
3	Susie Hodges <i>Littleton</i>	Member <i>Black Female</i>	11/1/2016 through 10/31/2019 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
4	J. Rives Manning <i>Roanoke Rapids</i>	Member <i>White Male</i>	11/1/2016 through 10/31/2019 <i>Term Number: 4</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
8	Terry Buffaloe <i>Roanoke Rapids</i>	Member <i>Black Male</i>	11/1/2017 through 10/31/2020 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
7	Michael Felt <i>Roanoke Rapids</i>	Member <i>White Male</i>	11/1/2017 through 10/31/2020 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>

Amphitheater Advisory Board

9	Christopher Mayo (Vacant) Halifax	Member White Male	8/1/2016 through 3/31/2018 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
10	Curtis Strickland (vacant) Roanoke Rapids	Member White Male	4/1/2017 through 3/31/2020 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
3	Frances King Halifax	Member White Female	4/1/2018 through 3/31/2021 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
4	J. Rives Manning, Jr. Roanoke Rapids	Member White Male	4/1/2018 through 3/31/2021 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
11	W. Turner Stephenson III Roanoke Rapids	Member White Male	4/1/2018 through 3/31/2021 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
6	George Daniel Scotland Neck	Member White Male	4/1/2019 through 3/31/2022 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
5	Lori Medlin Roanoke Rapids	Member White Female	4/1/2019 through 3/31/2022 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
7	Richard Woodruff Roanoke Rapids	Member White Male	4/1/2019 through 3/31/2022 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
8	William Cox Roanoke Rapids	Member White Male	4/1/2020 through 3/31/2023 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment? No
2	Jeff Dickens Littleton	Member White Male	4/1/2020 through 3/31/2023 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment? No
1	Judy Evans-Barbee Roanoke Rapids	Member White Female	4/1/2020 through 3/31/2023 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment? No

Airport Authority

15	Vacant	Alternate Member		through Term Number:	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
14	Vacant	Alternate Member		through Term Number:	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
13	Vacant	Alternate Member		through Term Number:	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
12	Vacant	Alternate Member		through Term Number:	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
3	Ian Halifax	Bumgarner Ex-Officio White Male		through Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
2	Mary Halifax	Duncan Ex-Officio White Female		through Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
4	Nicole Rich Square	Boone Black Female	3/18/2019	through 1/31/2020 Term Number: 0	Appointed by: Northampton County Commissioners Eligible for reappointment? Yes
1	Chris Roanoke Rapids	Canady Member White Male	2/1/2017	through 1/31/2020 Term Number: 1	Appointed by: Roanoke Rapids City Council Eligible for reappointment? Yes
10	Robert Roanoke Rapids	Clark Member Black Male	2/1/2017	through 1/31/2020 Term Number: 4	Appointed by: Halifax County Commissioners Eligible for reappointment? No
5	Andrew Rocky Mount	Roy Member White Male	2/1/2017	through 1/31/2020 Term Number: 2	Appointed by: Halifax-Northampton Airport Authority Eligible for reappointment? Yes
9	Joyce Margarettsville	Buffaloe Member Black Female	3/18/2019	through 1/31/2021 Term Number: 0	Appointed by: Northampton County Commissioners Eligible for reappointment? Yes
8	Calvin Roanoke Rapids	Potter Secretary White Male	2/1/2018	through 1/31/2021 Term Number: 9	Appointed by: Roanoke Rapids City Council Eligible for reappointment? No
11	Vernon J. Roanoke Rapids	Bryant Member Black Male	2/1/2019	through 1/31/2022 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
7	Ralph Roanoke Rapids	Johnson, Jr. Member White Male	10/7/2019	through 1/31/2022 Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
6	Julia Weldon	Meacham Member White Female	2/1/2019	through 1/31/2022 Term Number: 6	Appointed by: Halifax County Commissioners Eligible for reappointment? No

Health Board

7	Delisha Moore (vacant) <i>Roanoke Rapids</i>	Optometrist <i>White Female</i>	1/1/2017 through 12/31/2019 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment? No
11	Justin Blackmon <i>Roanoke Rapids</i>	Engineer Position <i>White Male</i>	1/1/2019 through 12/31/2021 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
1	Donald Crowder <i>Roanoke Rapids</i>	At-Large Member <i>White Male</i>	1/1/2019 through 12/31/2021 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
3	Eloise P. Hardee <i>Roanoke Rapids</i>	Registered Nurse <i>White Female</i>	1/1/2019 through 12/31/2021 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
10	Belinda Hill <i>Roanoke Rapids</i>	At-Large Member <i>Black Female</i>	1/1/2019 through 12/31/2021 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment? No
9	Kimberly Mack <i>Littleton</i>	At-Large Member <i>Black Female</i>	1/1/2019 through 12/31/2021 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
2	Eric Nicholson <i>Roanoke Rapids</i>	Dentist <i>White Male</i>	1/1/2019 through 12/31/2021 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
8	Carol Anne Rupe <i>Roanoke Rapids</i>	Physician <i>White Female</i>	1/1/2019 through 12/31/2021 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
6	Melissa Woodruff <i>Weldon</i>	Pharmacist <i>White Female</i>	1/1/2019 through 12/31/2021 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
4	Carolyn Johnson <i>Littleton</i>	County Commissioner <i>Black Female</i>	1/1/2020 through 12/31/2022 Term Number: 6	Appointed by: Halifax County Commissioners Eligible for reappointment? No
5	Louis V. Mann, III <i>Roanoke Rapids</i>	Veterinarian <i>White Male</i>	1/1/2020 through 12/31/2022 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes

Industrial Facilities & Pollution Control

5	Kenny Deloatch Roanoke Rapids	Member White Male	2/1/2013 through 1/31/2019 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
6	Carl Ferebee Roanoke Rapids	Member Black Male	3/11/2013 through 1/31/2019 Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
7	G. Wayne Long Roanoke Rapids	Member White Male	2/1/2013 through 1/31/2019 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
1	Rick Gilstrap (Vacant) Roanoke Rapids	Member White Male	2/1/2015 through 1/31/2021 Term Number: 5	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
2	Clay Shields Scotland Neck	Member White Male	2/1/2015 through 1/31/2021 Term Number: 4	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
3	Michael Knudson Roanoke Rapids	Member White Male	2/1/2017 through 1/31/2023 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
4	Marvin Newsom, III Littleton	Member White Male	2/1/2017 through 1/31/2023 Term Number: 4	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes

Juvenile Crime Prevention Council

9	Diane Pridgen (Vacant) Scotland Neck	Substance Abuse Professional White Female	2/1/2010 through 1/31/2012 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
7	Fred Draper (Vacant) Roanoke Rapids	Non-Profit or United Way Repres White Male	2/1/2011 through 1/31/2013 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
25	Ronna Graham (Vacant) Halifax	At-Large Member White Female	2/1/2013 through 1/31/2015 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
16	Linda Vaughan (Vacant) Roanoke Rapids	At-Large Member White Female	5/6/2013 through 1/31/2015 Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
10	Janyah Alston (Vacant) Scotland Neck	Representative under 18 years ol Black Female	3/10/2014 through 1/31/2016 Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
5	Niasia Anthony (Vacant) Scotland Neck	Representative under 18 years ol Black Female	2/1/2014 through 1/31/2016 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
1	Bettina Flood (Vacant) Halifax	Juvenile Defense Attorney Black Female	2/1/2014 through 1/31/2016 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
26	Levi Scott (Vacant) Enfield	Business Community Member Black Male	8/3/2015 through 1/31/2016 Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
12	Clarette Glenn (Vacant) Henderson	Mental Health Representative Black Female	2/1/2017 through 1/31/2019 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
14	Valerie Asbell Halifax	District Attorney White Female	2/1/2019 through 1/31/2021 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
20	Brenda Branch Roanoke Rapids	District Court Judge Black Female	2/1/2019 through 1/31/2021 Term Number: 6	Appointed by: Halifax County Commissioners Eligible for reappointment? No
13	Tony N. Brown Halifax	County Manager Black Male	2/1/2019 through 1/31/2021 Term Number: 6	Appointed by: Halifax County Commissioners Eligible for reappointment? No
23	Terry Buffaloe Roanoke Rapids	At-Large Member Black Male	2/1/2019 through 1/31/2021 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
24	Eric Cunningham Halifax	School Superintendent Designee Black Male	2/1/2019 through 1/31/2021 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
11	Robin Johnson Halifax	Social Services representative White Female	2/1/2019 through 1/31/2021 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
2	Teresa King Enfield	At-Large Member Black Female	2/1/2019 through 1/31/2021 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes

21	Sonynia <i>Halifax</i>	Leonard	Chief Court Counselor <i>Black Female</i>	2/1/2019 through 1/31/2021 <i>Term Number: 2</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>
17	Bobby <i>Roanoke Rapids</i>	Martin, Jr.	Police Chief <i>Black Male</i>	10/7/2019 through 1/31/2021 <i>Term Number: 0</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>
15	Angela <i>Roanoke Rapids</i>	Moody	Public Health Representative <i>White Female</i>	2/1/2019 through 1/31/2021 <i>Term Number: 1</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>
22	Barbara <i>Weldon</i>	Plum	At-Large Member <i>Black Female</i>	2/1/2019 through 1/31/2021 <i>Term Number: 3</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>
19	Marcelle <i>Scotland Neck</i>	Smith	County Commissioner <i>Black Male</i>	2/1/2019 through 1/31/2021 <i>Term Number: 6</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? No</i>
18	Stephanie <i>Roanoke Rapids</i>	Smith	At-Large Member <i>Black Female</i>	4/6/2020 through 1/31/2021 <i>Term Number: 0</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>
3	Ellen <i>Roanoke Rapids</i>	Burnette	At-Large Member <i>White Female</i>	2/1/2020 through 1/31/2022 <i>Term Number: 7</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? No</i>
6	Anzell <i>Halifax</i>	Harris	Halifax Sheriff Office <i>Black Male</i>	2/1/2020 through 1/31/2022 <i>Term Number: 3</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>
8	Joe <i>Halifax</i>	Long	Parks & Recreation Representati <i>White Male</i>	2/1/2020 through 1/31/2022 <i>Term Number: 12</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? No</i>
4	Joseph <i>Weldon</i>	Sandoval	Faith Community Representative <i>White Male</i>	2/1/2020 through 1/31/2022 <i>Term Number: 4</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>

Nursing Home Advisory Committee

5	Carolyn Littleton	Johnson	Ex-Officio Black Female		through Term Number:	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
3	Delores Enfield	McGriff (vacant)	Member Other Female	9/3/2013	through 6/30/2014 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
1	Nannie Hollister	Lynch (vacant)	Member Black Female	7/1/2012	through 6/30/2015 Term Number: 4	Appointed by: Halifax County Commissioners Eligible for reappointment? No
7	Hattie Roanoke Rapids	Squire (Vacant)	Member Black Female	7/1/2012	through 6/30/2015 Term Number: 4	Appointed by: Halifax County Commissioners Eligible for reappointment? No
6	Prudence Littleton	Boseman	Member White Female	2/1/2016	through 6/30/2018 Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
2	Clarence Scotland Neck	Pender	Member Black Male	7/1/2017	through 6/30/2020 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
4	Isabelle Scotland Neck	Pender	Member Black Female	7/1/2017	through 6/30/2020 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes

Roanoke Rapids Board of Adjustment

- | | | | | |
|---|--|--------------------------------|--|---|
| 1 | Tillman Long (vacant)
Roanoke Rapids | ETJ Member
White Male | 6/1/2011 through 5/31/2014
Term Number: 4 | Appointed by: Halifax County Commissioners
Eligible for reappointment? No |
| 2 | Greg Browning
Roanoke Rapids | Alternate Member
Black Male | 6/1/2018 through 5/31/2021
Term Number: 6 | Appointed by: Halifax County Commissioners
Eligible for reappointment? No |

Roanoke Rapids Planning Board

2	Tillman Long (Vacant) Roanoke Rapids	ETJ Member White Male	6/1/2011 through 5/31/2014 Term Number: 8	Appointed by: Halifax County Commissioners Eligible for reappointment? No
3	Robert Moore, Jr. (Vacant) Roanoke Rapids	ETJ Member Black Male	6/1/2017 through 5/31/2020 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
4	Greg Browning Roanoke Rapids	ETJ Member Black Male	6/1/2018 through 5/31/2021 Term Number: 6	Appointed by: Halifax County Commissioners Eligible for reappointment? No
1	Terry Campbell Roanoke Rapids	ETJ Member Black Male	6/1/2019 through 5/31/2022 Term Number: 4	Appointed by: Halifax County Commissioners Eligible for reappointment? No

Solid Waste Advisory Board

5	Bill <i>Enfield</i>	Dickens (Vacant)	Enfield <i>White Male</i>	2/1/2011 through 1/31/2014 Term Number: 4	Appointed by: Halifax County Commissioners Eligible for reappointment? No
11	John <i>Halifax</i>	Lovett (Vacant)	Member <i>White Male</i>	2/1/2011 through 1/31/2014 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment? No
2	Danny <i>Roanoke Rapids</i>	Acree (Vacant)	Roanoke Rapids <i>White Male</i>	2/1/2017 through 1/31/2020 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
8	Gregory <i>Enfield</i>	Griffin	Ex-Officio <i>White Male</i>	2/1/2020 through 1/31/2023 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
3	James <i>Scotland Neck</i>	Gunnells	Scotland Neck <i>White Male</i>	2/1/2020 through 1/31/2023 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment? No
6	Lindberg <i>Weldon</i>	Harlow	Weldon <i>White Male</i>	2/1/2020 through 1/31/2023 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
7	Al <i>Littleton</i>	Haskins	At-Large Member <i>White Male</i>	2/1/2020 through 1/31/2023 Term Number: 5	Appointed by: Halifax County Commissioners Eligible for reappointment? No
1	Ann <i>Littleton</i>	Jackson	At-Large Member <i>White Female</i>	2/1/2020 through 1/31/2023 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
9	John <i>Scotland Neck</i>	Smith	At-Large Member <i>Black Male</i>	2/1/2020 through 1/31/2023 Term Number: 8	Appointed by: Halifax County Commissioners Eligible for reappointment? No
4	Robert <i>Hobgood</i>	Sykes, Jr.	Hobgood <i>White Male</i>	2/1/2020 through 1/31/2023 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment? No
10	Betty <i>Littleton</i>	Willis	Littleton <i>White Female</i>	2/1/2020 through 1/31/2023 Term Number: 6	Appointed by: Halifax County Commissioners Eligible for reappointment? No

Tourism Authority

4	Mary Duncan <i>Halifax</i>	Ex-Officio <i>White Female</i>	through Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? No
2	Cathy Scott <i>Roanoke Rapids</i>	Ex-Officio <i>White Female</i>	through Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? No
1	Jim Trzinki <i>Littleton</i>	Ex-Officio <i>White Male</i>	through Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? No
3	Arthur Whitehead <i>Halifax</i>	Ex-Officio <i>White Male</i>	through Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? No
6	Kathy White (Vacant) <i>Roanoke Rapids</i>	Member <i>White Female</i>	8/1/2016 through 7/31/2019 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment? No
10	Sandra Bryant <i>Roanoke Rapids</i>	Member <i>Black Female</i>	8/1/2017 through 7/31/2020 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? No
9	James Carlisle <i>Roanoke Rapids</i>	Member <i>White Male</i>	8/1/2017 through 7/31/2020 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? No
8	Jessica Hedgpeth <i>Roanoke Rapids</i>	Member <i>Indian Female</i>	7/9/2018 through 7/31/2020 Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
13	Christina Gregory <i>Roanoke Rapids</i>	Member <i>White Female</i>	8/1/2018 through 7/31/2021 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment? No
12	Brent Lubbock <i>Scotland Neck</i>	Member <i>White Male</i>	6/3/2019 through 7/31/2021 Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
11	Percilla West <i>Roanoke Rapids</i>	Member <i>Black Female</i>	8/1/2018 through 7/31/2021 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment? No
7	Yvonne Thompson <i>Littleton</i>	Member <i>White Female</i>	8/1/2019 through 7/31/2022 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment? No
5	Curtis Wynn <i>Roanoke Rapids</i>	Member <i>Black Male</i>	8/1/2019 through 7/31/2022 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? No

Upper Coastal Plain Board of Directors

3	Tony <i>Halifax</i>	Brown	County Manager <i>Black Male</i>	7/1/2018 through 6/30/2020 <i>Term Number: 6</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
2	Ian <i>Halifax</i>	Bumgarner	Alternate Member <i>White Male</i>	7/1/2018 through 6/30/2020 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
6	Dia <i>Halifax</i>	Denton	Alternate Member <i>White Female</i>	7/1/2018 through 6/30/2020 <i>Term Number: 4</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
4	Norlan <i>Roanoke Rapids</i>	Graves (Vacant)	At-Large/Private Sector <i>Black Male</i>	7/1/2018 through 6/30/2020 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
1	Barbara <i>Enfield</i>	Simmons	At-Large/Private Sector <i>Black Female</i>	7/1/2018 through 6/30/2020 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
5	Marcelle <i>Scotland Neck</i>	Smith	Elected Official <i>Black Male</i>	7/1/2018 through 6/30/2020 <i>Term Number: 6</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>

Weldon Planning Board

3	Edna Weldon	Weeks (Vacant)	ETJ Member White Female	6/1/2018 through 5/31/2021 Term Number: 6	Appointed by: Halifax County Commissioners Eligible for reappointment? No
4	Debra Weldon	Williams	ETJ Member Black Female	6/1/2018 through 5/31/2021 Term Number: 5	Appointed by: Halifax County Commissioners Eligible for reappointment? No
1	Angela Weldon	Boone	ETJ Member Black Female	6/1/2020 through 5/31/2023 Term Number: 5	Appointed by: Halifax County Commissioners Eligible for reappointment? No
2	Zenobia Weldon	Cofield	ETJ Member Black Female	6/1/2020 through 5/31/2023 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes

MEMORANDUM

TO: HALIFAX COUNTY COMMISSIONERS

FROM: ANDREA H. WIGGINS, CLERK TO THE BOARD

SUBJECT: AUGUST 2020 BOARD APPOINTMENTS

For Information Only – No Action Required

No action is necessary at this time because Boards have until the middle of this month to make recommendations regarding these appointments.

According to our records, the Littleton Board of Adjustment has two members that are appointed by the Board of Commissioners with terms that will expire on August 31, 2020:

Richard Brown and Marie Robinson

According to our records, the Littleton Planning Board has one member that is appointed by the Board of Commissioners with a term that will expire on August 31, 2020:

Richard Brown

According to our records, the Voluntary Agriculture District Board has two members that are appointed by the Board of Commissioners with terms that will expire on August 31, 2020:

Chris Braddy and Michael Morris

Littleton Board of Adjustment

2	Richard <i>Littleton</i>	Brown	ETJ Member <i>Black Male</i>	9/1/2017 through 8/31/2020 <i>Term Number: 5</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
1	Marie <i>Littleton</i>	Robinson	ETJ Alternate <i>Black Female</i>	9/1/2017 through 8/31/2020 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>

Littleton Planning Board

3 **Richard** **Brown**
 Littleton

ETJ Member
Black Male

9/1/2017 through 8/31/2020
Term Number: 3

Appointed by: Halifax County Commissioners
Eligible for reappointment? **No**

Voluntary Agriculture District Board

0	James Davis, III <i>Scotland Neck</i>	Ex-Officio <i>Black Male</i>	through Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
0	Judy Evans-Barbee <i>Halifax</i>	Ex-Officio <i>White Female</i>	through Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
0	Doris Hawkins <i>Halifax</i>	Ex-Officio <i>White Female</i>	through Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
0	Will Mann <i>Halifax</i>	Ex-Officio <i>White Male</i>	through Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
0	Chris Rountree <i>Halifax</i>	Ex-Officio <i>White Male</i>	through Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
0	Arthur Whitehead <i>Halifax</i>	Ex-Officio <i>White Male</i>	through Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
3	Chris Braddy <i>Scotland Neck</i>	Member <i>White Male</i>	9/1/2017 through 8/31/2020 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment? No
4	Michael Morris <i>Roanoke Rapids</i>	Member <i>White Male</i>	9/1/2017 through 8/31/2020 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment? No
6	Tony Francis <i>Enfield</i>	Member <i>Black Male</i>	9/1/2018 through 8/31/2021 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment? No
0	Raymond Garner, Jr. <i>Roanoke Rapids</i>	Member <i>White Male</i>	9/1/2018 through 8/31/2021 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment? No
5	Haywood Harrell <i>Halifax</i>	Member <i>Black Male</i>	3/11/2019 through 8/31/2021 Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
2	Troy Fulkerson <i>Enfield</i>	Member <i>White Male</i>	9/1/2019 through 8/31/2022 Term Number: 4	Appointed by: Halifax County Commissioners Eligible for reappointment? No
1	Mike Hale <i>Littleton</i>	Member <i>White Male</i>	9/1/2019 through 8/31/2022 Term Number: 4	Appointed by: Halifax County Commissioners Eligible for reappointment? No



AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

FROM: C. Renee Perry - Interim HRM Director

PRESENTER: Tony N. Brown, County Manager

SUBJECT: Retirement Resolution - Dora A. Carter, Department of Social Services

DATE: July 13, 2020 Regular Meeting

SUPPORTING INFORMATION:

Please recognize Dora A. Carter with the attached retirement resolution for her years of service to Halifax County Government.

ATTACHMENTS:

Description

- ▢ Retirement Resolution - Dora A. Carter - Department of Social Services

TOTAL COST:

COUNTY COST:

REQUEST: Retirement Resolution - Dora A. Carter, Department of Social Services

Resolution

- ✧ **WHEREAS, DORA A. CARTER**, decided to retire as a County Social Services Director with the Halifax County Department of Social Services effective June Thirtieth of the Year Two Thousand and Twenty; and
- ✧ **WHEREAS**, she has spent Thirty years with local and State government; Dora has also served in many positions of honor in the community and State, as well as being a dedicated public servant to the citizens of Halifax County.
- ✧ **NOW THEREFORE BE IT RESOLVED** that on this day, Monday, July Thirteenth of the Year Two Thousand and Twenty, the Halifax County Board of Commissioners did honor Dora A. Carter with formal adoption of this resolution, to be recorded in the minutes of the meeting of this day.

Vernon J. Bryant, Chairman
Halifax County Board of Commissioners

ATTEST:

Andrea H. Wiggins
Clerk to the Board



AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

FROM: Tony N. Brown, County Manager

PRESENTER: Tony N. Brown, County Manager

SUBJECT: NCACC Annual Conference - Designation of Voting Delegate

DATE: July 13, 2020 Regular Meeting

SUPPORTING INFORMATION:

Attached, please find the Designation of Voting Delegate form. Please appoint a Voting Delegate to represent the County at the NCACC Annual Conference.

ATTACHMENTS:

Description

- ▢ NCACC Annual Conference - Designation of Voting Delegate

TOTAL COST:

COUNTY COST:

REQUEST: Approve a Voting Delegate in reference to the NCACC Annual Conference.



Designation of Voting Delegate to NCACC Annual Conference

I, _____, hereby certify that I am the duly designated voting delegate for _____ County at the 113th Annual Conference of the North Carolina Association of County Commissioners to be held during the **virtual*** Annual Business Session on August 6, 2020, at 11 a.m.

Voting Delegate Name: _____

Title: _____

In the event the designated voting delegate is unable to attend, _____ has been selected as _____ County's alternate voting delegate.

Alternate Voting Delegate Name: _____

Title: _____

Article VI, Section 2 of our Constitution provides:

"On all questions, including the election of officers, each county represented shall be entitled to one vote, which shall be the majority expression of the delegates of that county. The vote of any county in good standing may be cast by any one of its county commissioners who is present at the time the vote is taken; provided, if no commissioner be present, such vote may be cast by another county official, elected or appointed, who holds elective office or an appointed position in the county whose vote is being cast and who is formally designated by the board of county commissioners. These provisions shall likewise govern district meetings of the Association. A county in good standing is defined as one which has paid the current year's dues."

Please return this form to Alisa Cobb via email by **Monday, August 3, 2020** close of business:

Email: alisa.cobb@ncacc.org

***Please note – due to the COVID-19 pandemic, the 113th NCACC Annual Conference will be held virtually with voting taking place via an electronic platform.**

Andrea Wiggins

From: Alisa Cobb <alisa.cobb@ncacc.org>
Sent: Thursday, June 11, 2020 1:45 PM
To: County Managers; County Clerks
Cc: Alisa Cobb
Subject: Designation of Voting Delegate to NCACC's 113th Annual Conference, August 2020
Attachments: Voting delegate form 2020.doc

Follow Up Flag: Follow up
Flag Status: Flagged

Good afternoon County Managers and Clerks to the Board,

The NCACC 113th Annual Conference Business Session will be held by **virtual** platform **on Thursday, August 6, at 11 a.m.** Each county will be entitled to one vote on items that come before the membership, including the election of the NCACC Second Vice President.

In order to facilitate the voting process, we ask that each county designate one voting delegate (*and also may assign one alternate voting delegate*) prior to Annual Conference using the attached Designation of Voting Delegate form.

Please note that voting will take place via an electronic format and more information will follow regarding this process as we get closer to the date of the Business Session.

Please return the completed form to Alisa Cobb via email by close of business **Monday, August 3, 2020**. Should you have any questions, please contact Alisa Cobb at alisa.cobb@ncacc.org.

Thank you for your assistance and we appreciate all you do to help us make this a successful event.



Alisa Cobb
North Carolina Association of County Commissioners
323 W. Jones Street, Suite 500 | Raleigh, NC 27603
Phone (919) 715-2685 | Fax (919) 733-1065
www.ncacc.org
www.welcometoyourcounty.org





AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

FROM: Tony N. Brown, County Manager

PRESENTER: Tony N. Brown, County Manager

SUBJECT: Easter Seals Request

DATE: July 13, 2020 Regular Meeting

SUPPORTING INFORMATION:

Easter Seals leases county-owned property located at 1710 Watkins Dr, Weldon, and serves individuals with developmental disabilities. Due to Covid-19, Easter Seals is requesting reduced or forgiven rent for a few months to help reduce its expenses.

Attached is the letter from Easter Seals and a memo from the county attorney regarding what options the board has under the general statutes.

ATTACHMENTS:

Description

- ▢ Easter Seals Request Letter
- ▢ County Attorney Memo

TOTAL COST:\$21,600 - Revenue

COUNTY COST:\$21,600 - Revenue

REQUEST: Provide staff direction regarding request from Easter Seals.



E. Glenn Echerd
1710 Watkins Drive
Weldon, NC 27890
May 21, 2020

Tony Brown
County Manager
Halifax County Government
10 North King Street
Halifax, NC 27839

Dear Tony,

As you know we have been serving individuals with developmental disabilities out of the Weldon facility for over 30 years and we have never experienced anything like COVID-19 before. Easter Seals took over for RiverStone back in 2004 and I have been able to provide services and not have a year that I lost money in all of those years. We had to close our program on March 27th when the governor put the stay at home order in place and we have been closed ever since. I have had to lay-off over 20 people. March was not a good month because people had already started staying home. We have been closed all of April and May. Opening up on June 1st to only about 20% of our individuals. With the addition of paying rent over this past year and COVID-19 we are going to lose money this year. I am checking in with you to see if there is anything that the county can do as far as forgiving or reducing our rent for a few months to reduce our expenses and help us through this difficult time. Our goal is to provide the individuals we serve a meaningful day. A meaningful day is defined as a 6hour day outside of the home that includes structured activities inside the facility and activities out in the community. Our fiscal year ends June 30th and we are looking at a loss and we will be beginning the new fiscal year losing money. As you know it is hard to continue to serve people when you are losing money. Our desire is to continue serving the individuals with disabilities in Halifax County for a long time. Thank you for your time and attention to this matter.

Sincerely,

A handwritten signature in black ink that reads "E. AL ECHERD". The signature is stylized with a large "E" and a circular flourish at the end.

E. Glenn Echerd
Program Supervisor
252-536-1558



Office of the County Attorney

MEMO TO: Board of County Commissioners and Management Team

FROM: M. Glynn Rollins, Jr., County Attorney

C: Michelle Moseley

DATE: July 6, 2020

RE: Legal Authority to Provide Free or Reduced Rent to Easter Seals/UPC

The County currently leases property at 1710 Watkins Drive, Weldon, NC, to Easter Seals UCP North Carolina & Virginia, Inc. (Easter Seals). This lease term began on July 1, 2019, and terminates on June 30, 2021, unless it is renewed by Easter Seals pursuant to the terms of the lease. The current rent is \$1,800.00 per month. The rent is to increase by 5% for each renewal term. The County Manager has received a letter from Easter Seals requesting that the current rent be “forgiven” or reduced for several months due to the impact of the COVID-19 pandemic. Whether you are allowed to waive or reduce rent depends upon whether Easter Seals is providing a public service or benefit that the county might provide directly.

Article I, Section 32 of the North Carolina Constitution reads:

Sec. 32. Exclusive emoluments.

No person or set of persons is entitled to exclusive or separate emoluments or privileges from the community but in consideration of public services.

Under this constitutional limitation, the county is required to receive adequate consideration for any conveyance of its property, including leases of its property. That consideration may be in the form of *money* (\$\$), *public services* (such as fire protection), *public benefit* (such as economic development) or some combination of all three.

Bear in mind that a decision by you to waive rent, in whole or in part, for any period of time under this lease is tantamount to an appropriation of public funds to Easter Seals that in the amount of rent that is waived. Constitutionally, whether you can make such an appropriation depends on whether Easter Seals is performing a public service or benefit. But is also depends on whether you have the statutory authority to spend (appropriate) money for that service or benefit.

The North Carolina Constitution permits the General Assembly to authorize local governments to “contract with and appropriate money to any person, association, or corporation for accomplishment of public purposes only.” All expenditures of public funds must satisfy this public purpose requirement. N.C. Const. Art. V, Sect. 2(1) requires that all public funds, no

matter what their source, be expended for the benefit of the citizens of a unit generally, and not solely for the benefit of particular persons or interests.

But, satisfying the constitutional “public purpose” requirement is not enough. A local government also must have statutory authority to expend public funds for a particular purpose. Under GS 153A-449, the General Assembly has authorized counties to “contract with and appropriate money to any person, association, or corporation . . .” However, those appropriations ultimately must be used to “carry out [a] public purpose that the county is authorized by law to engage in.”

If the county has statutory authority to appropriate monies for a particular program, service or activity, then it may appropriate public monies to a private entity to fund that program, service, or activity. But, a county may not grant public monies to any private entity, including non-profit agencies or other community or civic organizations, if the monies ultimately will be spent on a program, service, or activity that the county could not, by statute, fund directly. Counties may contract with private entities to operate government programs or provide government services. Counties may also support private entities, to the extent that those private entities provide programs, services, or activities that the county could, by statute, provide directly.

What purpose, function or program does Easter Seals provide in the property that is currently leased to it by the county? Is that a purpose, function or program that the county could, by statute, provide directly?

According to the letter from Easter Seals dated May 21, 2020, their goal is to provide the individuals they serve (individuals with developmental disabilities) with a meaningful day, meaning a 6-hour day outside the home that includes structured activities inside the facility and activities out in the community. Specifically, Easter Seals provides Supportive Employment Training (SET”), or what used to be called a “sheltered workshop.” Is the county statutorily authorized to provide such services directly? If not, then support of this program is not available from the county (even in the form of free or reduced rent).

To answer this question, one should look to the “authorized purposes” for which property taxes may be appropriated, which may be found in G.S. 153A-149. Specifically, one should look to that purpose listed under subsection (c)(22):

(22) Mental Health. – To provide for the county's share of the cost of maintaining and administering services offered by or through the area mental health, developmental disabilities, and substance abuse authority.

“Mental Health”, as defined in the statute, refers only to expenditures “for the county's share of the cost of maintaining and administering services offered by or through the area mental health, developmental disabilities, and substance abuse authority.” The county has no other statutory authority to appropriate and spend tax dollars on mental health. So, if the county wanted to have a SET facility in Halifax County, it would have to be coordinated through our LME, Cardinal Innovations. The expense of that county SET program would come from county

dollars appropriated to Cardinal, then directed by Cardinal to the support of the county SET program. The county could not provide direct appropriations for a SET facility. Likewise, the county cannot appropriate public funds to Easter Seals for this service. Thus, the county cannot provide assistance to Easter Seals in the form of free or significantly reduced rent.

The county probably can defer rent payments for a limited period of time, with collection of the deferred rent on a schedule to be set forth in an agreement with Easter Seals. But this would have to be a bona fide agreement for the repayment of deferred rent. It would be unwise to enter into such an arrangement if it was apparent that Easter Seals would not be in a position to repay the deferred rent within a reasonable period of time.



AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

FROM: M. Glynn Rollins, Jr., County Attorney

PRESENTER: M. Glynn Rollins, Jr., County Attorney

SUBJECT: Approval of Commercial Tower License Agreement with CloudWyze

DATE: July 13, 2020 Regular Meeting

SUPPORTING INFORMATION:

During your March 9, 2020, meeting officials from CloudWyze, Inc., Shaun Olsen and Chris Utesh, addressed the Board concerning their plans to provide high-speed internet access to rural areas of Halifax County under the terms of a Growing Rural Economies with Access to Technology grant ("GREAT" grant). After that presentation, you were advised that staff was finalizing the terms of a tower access agreement with CloudWyze. The final agreement is attached for your approval. Because this Agreement involves the lease of space on public utilities property, the USDA is required to approve this agreement under our revenue bond order. That consent has been obtained. After reviewing similar arrangements in other jurisdictions, staff determined that an access fee of \$50 per month per tower was a reasonable fee under this Agreement. Under the terms of the USDA revenue bond order, all access fees received by the County must be deposited to the Surplus Fund established under the bond order.

ATTACHMENTS:

Description

- ▯ Commercial Tower License Agreement

TOTAL COST:N/A

COUNTY COST:N/A

REQUEST: Approve the attached Commercial Tower License Agreement with CloudWyze, Inc. and authorize the County Manager and other appropriate staff to execute same.



COMMERCIAL TOWER LICENSE AGREEMENT

THIS COMMERCIAL TOWER ACCESS AGREEMENT (including the Exhibits hereto, this “**Agreement**”) made this ____ day of _____, 20__ (the “**Effective Date**”), by and between CLOUDWYZE, INC., a North Carolina corporation (“**Operator**”) and COUNTY OF HALIFAX, NORTH CAROLINA (“**County**”).

WHEREAS, Operator has been contracted to provide certain Services (as defined below) and County has agreed to allow Operator to install equipment upon and use structures (the “**Towers**”) located and erected upon that real property described in Exhibit “A” (the underlying land and all improvements located thereon from time to time are herein the, “**Property**”).

WHEREAS, in order to enable Operator’s provision of the Services (defined below), Operator requires access to and use of the Towers to install infrastructure pertaining to the provision of such Services Operator and County desire to provide for the terms and conditions for access to and use of the Property as more specifically set forth herein.

NOW THEREFORE, in consideration of the covenants and agreements hereinafter set forth to be performed by the parties hereto, and the provision by Operator of Services to serve a public purpose, it is agreed by and between County and Operator as follows:

1. **SERVICES.** County and Operator desire to accomplish the public purpose of making certain Services available to various of County’s residents and/or other persons who are underserved by access to Internet technology and utilities (collectively, “**Residents**”), in accordance with the terms and conditions of this Agreement. “**Services**” means Operator’s fixed wireless high-speed data or other dedicated Internet access services, voice telecommunications services, digital phone service, and any other services that Operator can provide to Residents by way of the System (as defined below). County is not responsible for any fees or charges owing to Operator incurred by Residents. This is not a service agreement, nor is Operator obligated to provide Services to Residents unless and until the System has been constructed on the Property. Following the execution of this Agreement by the parties, Operator shall determine in its discretion the appropriate date to begin construction and/or installation of the System on the Property to provide Services to County’s Residents, said activities to be in compliance with that GROWING RURAL ECONOMIES WITH ACCESS TO TECHNOLOGY PROGRAM agreement between Operator and North Carolina Department of Information Technology the dated July 8, 2019 and amended October 21, 2019 (“**Grant Agreement**”).

County and Operator mutually acknowledge that the consideration described herein is sufficient to support the rights and privileges of each provided in this Agreement. County acknowledges that the benefits which it is to receive from the Grant Agreement are furthered by the execution of this Agreement and that entering into this Agreement is material to receiving or realizing such benefits.

While this Agreement is in effect, Operator shall have the sole discretion over the use of the System, including using the System as a repeater building module, receiver building module, commercial subscriber module, residential subscriber module, repeater pole module/microcell, primary tower module, or secondary tower module, so long as such use is in compliance with the Grant Agreement. Operator shall have such discretion over the use of the System so long as (i) Operator is in compliance with the Grant Agreement, (ii) Operator’s ability to provide Services to Residents is not impaired, and (iii) such use does not violate any applicable law or agreement which Operator may have with Owner or the Residents.

2. **INSTALLATION OF SYSTEM; REMOVAL.** Operator shall, at its sole cost, install the System on the roof of the Towers, in accordance with generally accepted industry standards, applicable law, and regulations (“**Laws**”), and construction plans agreed upon by County and Operator (the “**Plans**”) as shall be attached hereto and

incorporated herein as **Exhibit "B"** upon finalization. No work shall commence until County and County's Water Tank Maintenance Contractor have approved the Plans, which approval shall not be unreasonably withheld or delayed. Operator shall secure all permits necessary for the construction, installation, operation, or removal of the System, and County shall cooperate as is necessary to facilitate the same. County shall provide available drawings of the Property to assist Operator in designing and installing the System and preparing the Plans. "System" means Operator's mounted transmission antennas and all accompanying hardware, external Towers distribution wiring, internal Towers wiring, if necessary as determined in Operator's sole discretion, conduit, molding, cabinets, enclosing equipment, and all other facilities as further described in the Plans and that Operator installs on the Property, regardless of whether such components are in use at any given time. Operator shall at all times own and have the exclusive right to access and use the System, provided, however, that Operator shall not alter the System without obtaining prior approval from County and County's Water Tank Maintenance Contractor, which approval shall not be unreasonably withheld or delayed. Except in an emergency, County shall not knowingly permit any third party to access, move, use, or interfere with any part of the System. The System is not and shall not be deemed to be affixed to or a fixture of the Property. Upon the expiration or proper earlier termination of this Agreement, Operator shall retain ownership of, and for 90 days after such expiration, be required to remove all of the components of the System. Notwithstanding anything to the contrary in this Agreement, Operator shall obtain prior approval from County before any construction of the System is performed.

3. **GRANT OF ACCESS; TERM.** So long as Operator is in compliance with Section 2 of this Agreement, County grants to Operator during the Term, a revocable license for entry, over, under, across, and through the Property, and over and upon the Towers, together with all rights of access, ingress, and egress for the purpose of permitting Operator and its contractors to design, construct, install, operate, maintain, upgrade, repair, replace, and remove antenna(e) and related support equipment, which shall include hardware accompanying the antenna(e), external Towers distribution wiring and all other facilities further described in the Plans and which Operator installs upon the Towers, regardless of whether such components are in use at any given time (together, the "System"), and all as described in the attached Exhibit B (the "Plans"), and subject to the terms and conditions of this Agreement. County shall use commercially reasonable efforts to also provide to Operator, adequate space for installation and operation of the System, in accordance with the Plans. The Term of this Agreement commences on the Effective Date and, unless terminated earlier by County due to default by Operator or pursuant to provisions of Section 14, shall continue in full force and effect a period of 12 months (the "Term"). The Term shall automatically renew for successive periods of 12 months unless until the Grant Agreement expires or is sooner terminated.

4. **COUNTY REPRESENTATIONS & WARRANTIES.** County hereby represents and warrants as follows:

a. As of the Effective Date, County is the legal and equitable fee simple owner of the Property and County has the authority to execute this Agreement and neither the execution of nor the performance under this Agreement shall cause County to be in violation of any agreement, instrument, contract, law, rule or regulation by which County is bound.

5. **MAINTENANCE.**

a. At Operator's sole expense, Operator will (A) maintain, repair, and operate the System in accordance with Laws and generally accepted industry standards and (B) repair and restore all portions of the Property damaged by Operator (regardless of whether such damage occurred during installation, repair, or removal of the System, normal wear and tear and damages not caused by Operator excepted) to its condition immediately prior to such damage. Operator's maintenance of the Systems shall be in compliance with all applicable laws and regulations.

b. County shall keep and maintain the Property in such condition as to permit Operator's continued usage thereof as contemplated in this Agreement. County shall not permit interference with the System or with Operator's use of the Property to provide Services.

6. **EMERGENCY TWO-WAY RADIO INTERFERENCE.** Should at any time Lessee's equipment create radio transmit or receive interference with the County's Emergency Services Two-Way Radio Communications System, Operator shall immediately correct the problem or shall immediately adjust or remove all owned equipment from the site.

7. **RELOCATION.** In the event either County or Operator desire to relocate the System during the Term, such desiring party shall send a written request to relocate the System to the other party. The non-requesting party shall respond to such request to relocate, in writing, within 21 days of receiving such relocation request. If the parties agree to relocate the System, then this Agreement and the Plans shall be amended to reflect the same. Both County and Operator hereby expressly acknowledge and agree that the party requesting the relocation shall be responsible for the all costs and expenses of the other party, including, but not limited to, engineering and contractor fees, and reasonable attorneys' fees, incurred in connection with relocating the System.

8. **ACCESS FEE.** The Operator will pay a monthly access fee to the County during the Term of the Agreement. The monthly rate will be a flat rate of \$50.00 per tower per month, which shall not increase for any reason during the Term once Operator's obligation to pay the fee commences. The fee shall be payable to County on the first day of each month during the Term, commencing in the month following the month in which Operator first installs the System upon a Tower according to the Plans.

9. **UTILITIES.** As Operator requires, Operator shall provide for the AC electrical power necessary for the operation of Operator's System as set forth under the Plans.

10. **INSURANCE.** Operator maintains standard insurance coverages in connection with its provision of services to all properties in the geographic area served by the Operator network, including the Property. Operator agrees to maintain commercial general liability insurance coverage of not less than: Five Hundred Thousand Dollars (\$500,000.00) per occurrence for personal injury and not less than One Million Dollars (\$1,000,000.00) for property damage resulting from any one accident. Operator may utilize an umbrella liability insurance policy to satisfy policy limits required in this section. At request of County, County shall be named as an additional insured in the insurance policy. Prior to cancellation or termination of any insurance coverage, Operator shall provide County with 30 days' notice.

11. **COUNTY NOT LIABLE FOR SYSTEM.** In no event shall County be liable for any damage to the System unless such damage is caused by the negligence or willful misconduct of County.

12. **INDEMNIFICATION.** Except for claims arising from the negligence or willful misconduct of County, Operator will defend, indemnify, and hold harmless County from and against all claims, liabilities, losses, costs, or damages (collectively, "Losses"), incurred by the County and arising out of (i) Operator's installation, maintenance, or operation of the System, except for any Losses resulting solely from any pre-existing conditions at the Property, including environmental hazards; or (ii) bodily injury or property damage caused by the negligence or conduct of Operator or its employees or agents. County shall indemnify and hold harmless Operator for any losses arising out of the negligence or willful misconduct of County.

13. **LIENS.** Operator shall not cause, suffer, or permit any lien, claim, or other encumbrance to be filed against the Property in connection with Operator's construction, installation, maintenance, use or repair of the System or the exercise of any right or privilege of Operator hereunder. If County notifies Operator that such a lien has been filed

against the Property by Operator or any of its contractors performing work at the Property, then Operator shall cause the same to be canceled or discharged of record by bond or otherwise within 30 days after the filing thereof. Should Operator fail to discharge such lien within such 30 day period, then; (i) County may discharge the same, in which event Operator, upon demand by County, shall reimburse County for the amount of the lien or the amount of the bond, if greater; (ii) Operator shall reimburse County all direct and documented reasonable administrative costs incurred by County in connection therewith; (iii) Operator shall provide County free and clear title to all equipment, System, System components and gross revenue related to the System until County has been reimbursed for such lien and all expenses associated thereto.

14. **DEFAULT: REMEDIES.**

a. **Material Breaches.** The following shall constitute material breaches of this Agreement: (i) a party materially breaches or fails to meet or perform any material representation, warranty, covenant or other obligation contained in this Agreement and then fails to cure such matter within 30 days after receiving notice from the other party that details the breach in a manner sufficient to permit its cure, unless such breach is not reasonably curable within such period, in which case the breaching party shall not be deemed to be in breach so long as it has commenced a cure within such period and diligently pursues such cure to completion; (ii) a party becomes a debtor in a bankruptcy proceeding or similar action or proceeding that is not permanently dismissed within 60 days; or (iii) a party becomes insolvent.

b. **Remedies.** Except as specifically provided otherwise in this Agreement, County shall be entitled to seek all remedies available at law or in equity with respect to a breach under this Agreement by Operator (including injunctive relief and specific performance in cases where a breach is causing or would cause irreparable damage or where no adequate remedy at law is available), and termination of the Agreement. Such rights and remedies shall be cumulative. If County fails to cure a breach as provided in this Agreement, then Operator, as its sole and exclusive remedy, may, terminate this Agreement by giving 45 days' notice to the breaching party.

15. **TRANSFERABILITY.**

a. This Agreement shall be assignable by County upon written notice of Assignment to Operator. Upon the new County's written assumption of all of County's obligations and duties under this Agreement, County will be relieved of any further liability or obligations to Operator attributable to periods from and after the effective date of such assumption. If a new County declines to assume this Agreement, Operator shall have a continuing license under this Agreement, provided there has been no material breach by Operator in accordance with Section 14(a) of this Agreement.

b. Operator shall not assign this Agreement without the prior written consent of County. Notwithstanding the foregoing, Operator shall be entitled, without the prior written consent of the County, to assign its rights under this Agreement to (i) any assignee acquiring substantially all of the assets of Operator, (ii) any assignee directly or indirectly acquiring all or substantially all of the capital stock or other equity interest of Operator, (iii) a business entity with which Operator, or a parent or subsidiary of Operator, merges or consolidates, or (iv) any affiliate, parent, or subsidiary of Operator.

16. **NOTICES.** All notices, requests, approvals, demands, consents, and other communications that are required to be or may be given under this Agreement shall be (A) in writing, (B) delivered by facsimile (where the facsimile number provided by the recipient under this Agreement is current) and by a nationally-recognized, traceable delivery service (e.g., overnight courier, U.S. mail with return receipt, etc.) to a party's address stated at the end of this

Agreement (but not to the Property address), and (C) deemed properly given upon receipt by the addressed recipient or refusal of delivery. If questioned, the sender of the notice shall have the burden of producing written documentation proving delivery and receipt. Either party may change its notice information by providing notice to the other in accordance with this Section.

17. **BINDING EFFECT.** This Agreement shall be binding upon and shall inure to the benefit of the parties and their respective successors and permitted assigns.

18. **MODIFICATION; WAIVER; SCOPE OF AGREEMENT; GOVERNING LAW; MISCELLANEOUS.** This Agreement constitutes the entire agreement between County and Operator with respect to, and supersedes all other agreements relating to, the subject matter contained herein. This Agreement can be modified or changed only by a written instrument signed by both parties. A party's waiver of enforcement of any of the terms or conditions of this Agreement will be effective only if in writing. This Agreement is governed by and shall be interpreted under the Laws of the State of North Carolina. If either party sues or brings any other type of enforcement action in connection with this Agreement, then the prevailing party shall be entitled to recover its reasonable attorneys' fees and other costs in connection with such enforcement. In the event that any portion of this Agreement is held to be invalid or unenforceable, the invalid or unenforceable portion shall be construed in accordance with Laws as nearly as possible to reflect the original intentions of the parties set forth herein and the remainder of this Agreement shall remain in full force and effect. Each of the parties acknowledge that no other party, nor any agent or attorney of any such party, has made any promise, representation or warranty whatever, express or implied, not contained in this Agreement, to induce them to execute this Agreement. Each of the parties further acknowledges that it is not executing this Agreement in reliance on any promise, representation, or warranty not contained in this Agreement. The assent of each Party shall be indicated by their signature below. Each Party warrants and represents that it has full authority to enter into this Agreement. This Agreement may be executed in any number of counterparts, each of which shall be considered an original.

[Signatures on following page]

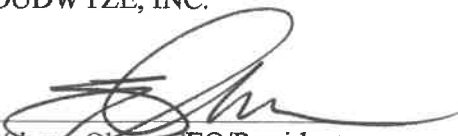
[Commercial Access Agreement Signature Page]

The individuals signing below represent, warrant and covenant to each other, to County and to Operator that they are duly authorized to execute and deliver this Agreement on behalf of the entity for which they have signed. If an agent or a manager is signing this Agreement on behalf of County, such individual also represents, warrants and covenants that it has provided Operator with a complete copy of its current, valid and enforceable agency or management agreement signed by County granting such person actual authority to negotiate, execute, and deliver this Agreement on behalf of County.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first written above.

OPERATOR

CLOUDWYZE, INC.

By: 
Shaun Olsen, CEO/President

Notice Address:

Cloudwyze, Inc.
503 Olde Waterford Way, Suite 205
Leland, NC 28451
Attn: Shaun Olsen

With a copy to:
Forrest Firm, P.C.
105 Grace Street, Suite 101
Wilmington, NC 28401
Attn: Andy R. Jones

COUNTY

COUNTY OF HALIFAX, NORTH CAROLINA

By: _____
Tony N. Brown, County Manager

Notice Address:

County of Halifax
P. O. Box 38
10 N. King St.
Halifax, NC 27839
Attn: County Manager

CONTRACT SIGNATURE PAGE

CONTRACTOR: Cloudwyze, Inc.

COUNTY DEPARTMENT: CM

SUBJECT OF CONTRACT: License Agreement

DATE/TERM OF CONTRACT: 7-1-20 - 6-30-21

This instrument has been preaudited in the Manner
Required by the Local Government Budget and
Fiscal Control Act

Approved as to Form and Legality

Finance Officer

County Attorney

Date: _____

Date: _____

EXHIBIT A

<u>STRUCTURE NAME</u>	<u>TYPE</u>	<u>CAPACITY (GALLONS)</u>	<u>HEIGHT (FEET)</u>	<u>GROUND (FEET)</u>	<u>OVERFLOW (FEET)</u>	<u>ADDRESS</u>	<u>TAX PARCEL ID</u>
Aurelian Springs	Elevated	250,000	117.00	331.00	450.00	17831 Justice Branch Rd.	
Halifax	Elevated	200,000	127.50	104.50	234.00	412 Hwy. 301 South	
Halifax	Ground	1,000,000	28.00	112.67	141.67	8764 Hwy. 301 South	
Hollister	Elevated	75,000	108.50	284.00	387.00	52 Wren Ln.	
I-95	Elevated	250,000	166.00	155.96	325.00	10664 Hwy. 903	
MEDOC	Elevated	250,000	112.50	272.50	387.00	2792 Medoc Mountain Rd.	
Roanoke Rapids	Elevated	500,000	96.00	227.00	325.00	113 Madge Ln.	
SE High School	Elevated	250,000	112.00	120.00	234.00	2814 Old 125 Rd.	
Summit	Elevated	250,000	135.50	312.50	450.00	9120 Hwy. 158	
Scotland Neck	Elevated	250,000	172.50	96.50	234.00	36160 Hwy. 903	

EXHIBIT B

PLANS

B.1 - Visual representation of system installation on water tower roof



B.2 – Visual representation of system installation at water tower base. Cabling will be run up the side of the tower, connecting the tower base installation to the tower roof installation.



CONTRACT ADDENDUM
FOR CONTRACTS WITH ANY DEPARTMENT OF
HALIFAX COUNTY GOVERNMENT

CONTRACTOR: Cloud Wyze, Inc.
SUBJECT OF CONTRACT: Commercial Tower Access Agreement
DATE/TERM OF CONTRACT: 12 months from DEPARTMENT: County Management
date

Notwithstanding any provision contained in the above referenced Contract or Agreement which may be to the contrary, the following provisions are incorporated and shall apply, supplant and control:

Non-appropriation clause. Contractor acknowledges that Halifax County is a governmental entity, and the contract validity is based upon the availability of public funding under the authority of its statutory mandate. In the event that public funds are unavailable and not appropriated for the performance of Halifax County's obligations under this contract, then this contract shall automatically expire without penalty to Halifax County thirty (30) days after written notice to Contractor of the unavailability and non-appropriation of public funds. It is expressly agreed that Halifax County shall not activate this non-appropriation provision for its convenience or to circumvent the requirements of this contract, but only as an emergency fiscal measure during a substantial fiscal crisis, which affects generally its governmental operations. In the event of a change in the Halifax County's statutory authority, mandate and mandated functions, by state and federal legislative or regulatory action, which adversely affects Halifax County's authority to continue its obligations under this contract, then this contract shall automatically terminate without penalty to Halifax County upon written notice to Contractor of such limitation or change in Halifax County's legal authority.

Dispute Resolution/Jurisdiction/Venue. Any dispute arising under this Agreement may be settled by mediation in the State of North Carolina in accord with such procedures as may be available to units of local government under state law. No other dispute resolution procedures shall apply. Jurisdiction for any legal proceedings concerning this contract or agreement shall be state courts in the State of North Carolina. Venue for such proceedings shall be Halifax County.

No pledge of taxing authority. No deficiency judgment may be rendered against Halifax County or any agency of Halifax County in any action for breach of a contractual obligation under this contract. The taxing power of the Halifax County is not pledged directly or indirectly to secure any monies due under this contract, including indemnification.

No waiver of governmental immunity; Violation of law. Except for waiver of governmental immunity resulting from the execution of a valid contract, Halifax County makes no other waiver of governmental immunity. If any provision of the Contract or Agreement is in violation of any legal, statutory or state constitutional prohibition, then such provision(s) shall be unenforceable against Halifax County.

Conflict of Interest: The Contractor will not enter into contracts or agreements with third parties that may present a potential for conflict of interest between Halifax County and such third parties regarding the subject matter of this Contract or Agreement.

Compliance with E-Verify requirements: The Contractor and any of its subcontractors shall comply with the requirements of Article 2 of Chapter 64 of the North Carolina General Statutes, if applicable, which requires employers to verify the work authorization of each newly hired employee through the federal E-Verify program operated by the United States Department of Homeland Security and other federal agencies.

Restricted Companies Lists. Contractor represents that it is not included on the list of restricted companies determined to be engaged in a boycott of Israel created by the State Treasurer pursuant to N.C. Gen. Stat. § 147-86.81

Public Record. This Contract or Agreement is subject to disclosure under the public records laws of the State of North Carolina.

For the CONTRACTOR: _____ Title: _____

For HALIFAX COUNTY: _____ Title: _____

Revised by County Attorney on 7-22-19



AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

FROM: Andrea H. Wiggins, MMC, Clerk to the Board/Assistant to the County Manager

PRESENTER: County Commissioners

SUBJECT: Approval of Closed Session Minutes

DATE: July 13, 2020 Regular Meeting

SUPPORTING INFORMATION:

The draft minutes of the April 6, 2020, April 20, 2020, April 27, 2020, and May 11, 2020 Closed Session Meetings have been previously provided for your review and approval. A copy of these minutes will also be provided during the meeting.

ATTACHMENTS:

Description

No Attachments Available

TOTAL COST:

COUNTY COST:

REQUEST: Approve the Closed Session Minutes.