

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 February 5, 2018 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 Refunds and Releases - January 2018
- D. Report of 2017 Property Tax Liens and Request to Advertise

2. Community Issues

- A. Moira Underwood, Lake Gaston Association

Moira Underwood, Lake Gaston Association

3. Agenda Items

- A. FY 2018-2019 Community Services Block Grant Anti-Poverty Work Plan
- B. Atlantic Coast Pipeline Easement Agreement
- C. Emergency Management Performance Grant
- D. Tier II Local Emergency Planning Committee Grant

Sallie P. Surface, CADA Executive Director

Bruce McKay, Dominion Energy

Buddy Wrenn, Emergency Management Coordinator

Buddy Wrenn, Emergency Management Coordinator

4. Board Appointments

- A. Board Appointments

County Commissioners

- | | | |
|-----|------------------------------------|---|
| B. | Board Appointments | County Commissioners |
| 5. | Economic Development Report | |
| A. | Economic Development Report | Cathy A. Scott, Economic Development Report |
| 6. | County Manager's Report | |
| 7. | County Attorney's Report | |
| 8. | Other Business | County Commissioners |
| 9. | Closed Session | County Commissioners |
| 10. | Adjourn | |

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, Clerk to the Board/Assistant to the County Manager

SUBJECT: Approval of Minutes

DATE: February 5, 2018 Regular Meeting

SUPPORTING INFORMATION:

Attached, please find the draft minutes of the February 6, 2017 Regular Meeting, March 6, 2017 Regular Meeting, and March 20, 2017 Regular Meeting.

ATTACHMENTS:

Description

- ▢ February 6, 2017 Regular Meeting
- ▢ March 6, 2017 Regular Meeting
- ▢ March 20, 2017 Regular Meeting

TOTAL COST:

COUNTY COST:

REQUEST: Approve the draft minutes as presented.

**MINUTES
COUNTY OF HALIFAX
BOARD OF COMMISSIONERS
REGULAR MEETING
February 6, 2017**

***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, February 6, 2017, 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
Cheryl Warren, Human Resources Management Director
Ian Bumgarner, Senior Management Analyst
Michelle F. Moseley, Paralegal

Call to Order

Chairman Bryant called the meeting to order.

Invocation and Pledge of Allegiance

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

Adoption of the Agenda

Commissioner Manning requested that Item D. Kate B. Reynolds Charitable Trust Fund Grant listed under Item 1. Consent Agenda be removed and listed as Item 2. Kate B. Reynolds Charitable Trust Fund Grant and that all other items be numbered consecutively.

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.

1. Consent Agenda

Commissioner Manning moved to approve the consent agenda as follows:

A. Approval of Minutes

The draft minutes of April 4, 2016 Regular Meeting, April 11, 2016 Special Meeting and April 18, 2016 Regular Meeting were approved.

B. Tax and Solid Waste Releases and Refunds

January 2017 Refunds

- (1) Taxpayer: Jennifer Keeter Mabrey, 437 Williams Street, Roanoke Rapids, North Carolina 27870

Tags were turned in.

Account 146909 Plate BLW-2151

G01	\$20.77	2013
HAL	16.80	
HAF	2.92	
SWL	<u>5.19</u>	
Total	\$45.68	

Total \$45.68

-
- (2) Taxpayer: Charles Gregory and Daphne B. Williams, 1934 Williams Road, Hollister, North Carolina 27844

The taxpayer was charged for two solid waste fees after the mobile home was removed.

Parcel 01-02425

SWF	\$155.86	2015
ASF	<u>57.76</u>	
Total	213.62	

Total \$213.62

Grand Total \$259.30

In accordance with G. S. §105-380 and G. S. §105-381, the following figures were the tax bills that required release during the month of January 2017, but did not require a refund. Approval of the releases was required for the records to stand corrected.

Number of Accounts With Release Activity: 23

- 8 Assessing Corrections – Real Property
Four releases were to correct data errors that resulted in incorrect bills. One release was for solid waste fees from a property that did not have a habitable dwelling. Three releases were for present use value applications approved during the Board of Commissioners January 3, 2017 Regular Meeting.
- 15 Assessing Corrections – Personal Property
Twelve releases were to release bills that were created in error due to a discovery billing process in September. Two releases were to release bills for a business that provided documentation regarding the timeframe they were actually operating. One release was to release solid waste fees from a property that did not have a habitable dwelling.

Years With Releases:	2015-2016
Total County Levy:	\$3,124.99
Total Solid Waste Fees:	\$311.72
Total Solid Waste Availability Fees:	\$118.50

A detailed report of the releases is on file in the County Manager's Office with the Clerk to the Board.

C. 2016 Advertising and Reporting of Tax Liens

Doris B. Hawkins, Tax Collector, requested that the Board approve advertising the tax liens during the week of April 17, 2017 or as close to that date as the newspapers can publish.

Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

2. **Kate B. Reynolds Charitable Trust Fund Grant**

Arthur Whitehead, Cooperative Extension Director, requested that the Board approve the submission of the Kate B. Reynolds Charitable Trust Fund Grant application and the receipt of funds, if awarded, and authorize the appropriate staff to execute the documents.

Commissioner Manning requested clarification regarding the submission of the Kate B. Reynolds Charitable Trust Fund Grant application in the amount of \$150,000 for a playground. He inquired if bids had been received or was the \$150,000 an estimate. M. Glynn Rollins, County Attorney, responded that the time had not come to receive bids as Mr. Whitehead was applying for the grant and the \$150,000 was an estimate. He further stated that once the grant was awarded and the design and specifications were completed the project would go through the bidding process. Commissioner Manning stated that in reviewing the documents, it appeared that some designs had been completed as there was a pond to be located on the property adjacent to the area that had erosion issues. He inquired if the design was complete.

Joe Long, Cooperative Extension, addressed the Board stating that the Kate B. Reynolds Grant application in the amount of \$150,000 was due on February 14, 2017. He further stated that the funds would be used to enhance the playground facility that entailed a new playground, an upgrade of the trail adjacent to the playground, and additional elements that would include active living and play for adults. He advised that in order to apply for the grant there had to be some long-range planning, which was included as a draft in the proposal. He further stated that a request for bids would be completed once the grant was awarded.

Commissioner Manning moved to approve the submission of the Kate B. Reynolds Charitable Trust Fund Grant application and the receipt of funds, if awarded, and authorize the appropriate staff to execute the documents. Commissioner Smith seconded the motion, which passed unanimously by voice vote.

3. Budget Amendments

Mary W. Duncan, Finance Director, addressed the Board and presented the budget amendments as follows:

- | | | |
|----|---|-----------|
| 1. | County Management - Appropriate Fund Balance for Christmas Bonus | \$ 691.80 |
| 2. | Human Resources - Appropriate Fund Balance for Christmas Bonus | 691.82 |
| 3. | Transfer and Support Services - Appropriate Fund Balance for EMS Christmas Bonus | 7,494.58 |
| 4. | Transfer and Support Services - Appropriate Fund Balance for Health Christmas Bonus | 7,552.18 |
| 5. | Transfer and Support Services - Appropriate Fund Balance for Central Communications Christmas Bonus | 2,017.76 |
| 6. | Transfer and Support Services - Appropriate Fund Balance for miscellaneous grants Christmas Bonus | 749.46 |
| 7. | Transfer and Support Services - Appropriate Fund Balance for DSS Christmas Bonus | 19,139.82 |

8.	Transfer and Support Services - Reverse estimated original budget as should have been a Carry Forward	26,158.00
9.	Finance - Appropriate Fund Balance for Christmas Bonus	807.10
10.	Tax - Appropriate Fund Balance for Christmas Bonus	2,306.00
11.	Tax Revaluation - Appropriate Fund Balance for Christmas Bonus	288.26
12.	Legal - Appropriate Fund Balance for Christmas Bonus	288.26
13.	Elections - Appropriate Fund Balance for Christmas Bonus	288.26
14.	Register of Deeds - Appropriate Fund Balance for Christmas Bonus	576.50
15.	ITS - Appropriate Fund Balance for Christmas Bonus	461.20
16.	Sheriff - Appropriate Fund Balance for Christmas Bonus	7,552.18
17.	Jail - Appropriate Fund Balance for Christmas Bonus	3,689.60
18.	Emergency Management - Appropriate Fund Balance for Christmas Bonus	115.30
19.	Central Permitting and Inspections - Appropriate Fund Balance for Christmas Bonus	576.52
20.	Operations - Appropriate Fund Balance for Christmas Bonus	2,075.42
21.	Economic Development - Appropriate Fund Balance for Christmas Bonus	230.60
22.	Cooperative Extension - Appropriate Fund Balance for Christmas Bonus	57.66
23.	NRCS - Appropriate Fund Balance for Christmas Bonus	345.90
24.	Library - Appropriate Fund Balance for Christmas Bonus	1,210.66
25.	Sheriff - Budget insurance reimbursement proceeds from a motor vehicle accident involving an animal	1,775.24
26.	Sheriff - Budget insurance reimbursement proceeds from a motor vehicle accident involving an animal (supplemental)	805.95
27.	Sheriff - Budget insurance reimbursement proceeds from a motor vehicle accident involving an animal	1,987.40
28.	Sheriff - Budget insurance reimbursement proceeds from a motor vehicle accident involving an animal	4,073.81

29.	Central Communications - Appropriate Fund Balance for Christmas Bonus	2,017.76
30.	Health - Appropriate Fund Balance for Christmas Bonus	7,552.18
31.	Health - Infant Mortality - 100% State funds - Budget additional funds for Program Specific Supplies	3,500.00
32.	DSS - Appropriate Fund Balance for Christmas Bonus	19,139.82
33.	DSS - Budget additional revenue for Childcare per State Funding Authorization, January reallocation	181,337.00
34.	DSS - Budget additional revenue for SHIFT NC per State Funding Authorization, quarterly reallocation	6,000.00
35.	DSS - Budget additional revenue for Energy Share per State Funding Authorizations 7 and 8	432.00
36.	Cooperative Extension - Extension Agent Program - Budget additional funds from fees	145.00
37.	Cooperative Extension - County Extension Program - Budget additional revenue from Winter Wonderland Program	205.00
38.	Cooperative Extension - 4-H Account - Budget additional revenue from fees and projects	1,121.00
39.	Cooperative Extension - Farmer's Market - Budget additional revenue	230.00
40.	EMS - Appropriate Fund Balance for Christmas Bonus	7,494.58
41.	EMS - Budget insurance proceeds from a not-at-fault motor vehicle accident	22,939.97
42.	ADM - Public School Capital Building Fund - Appropriate Fund Balance to refund accumulated project sales tax for future use	2,000.68
43.	Public Utilities - Water Division - Appropriate Fund Balance for Christmas Bonus	1,614.20
44.	Public Utilities - Solid Waste Division - Appropriate Fund Balance for Christmas Bonus	1,383.70
45.	Economic Development Incentive Program - Appropriate Fund Balance for 2016 Halifax Linen Retention Agreement	7,345.00
46.	DSS - Reduce LIEAP client distribution to actual per final authorization	64,748.00

47. DSS - Increase Childcare Client distribution to actual per funding 72,900.00 authorization dated January 27, 2017

Commissioner Manning moved to approve the budget amendments. Commissioner Qualls seconded the motion, which passed unanimously by voice vote.

4. Special Recognitions

- A. Retirement Resolution – Captain Charles L. Hendricks, Sheriff’s Office Jail

Commissioner Smith read and presented the following retirement resolution to Captain Charles L. Hendricks, Sheriff’s Office Jail, as follows:

RESOLUTION

WHEREAS, Charles L. Hendricks, decided to retire as a Jail Captain with the Halifax County Sheriff’s Office, effective January 31, 2017; and

WHEREAS, he has spent 26 years with local government; Charles 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, February 6, 2017, the Halifax County Board of Commissioners did honor Charles L. Hendricks with formal adoption of this resolution, to be recorded in the minutes of the meeting of this day.

Commissioner Smith moved to adopt the retirement resolution honoring Captain Charles L. Hendricks. Commissioner Manning seconded the motion, which passed unanimously by voice vote.

- B. 2017 Social Work Month Proclamation “Social Workers Stand Up!”

Norma C. Merriman, Department of Social Services Director, addressed the Board requesting the adoption of the Social Work Month 2017 Proclamation “Social Workers Stand Up!”

She stated that the proclamation recognized the County’s social workers for the numerous contributions made to ensure the health, safety, and well-being of County citizens that included the most vulnerable, which were the children, disabled, and senior citizens.

Ms. Merriman requested that the Board adopt the Social Work Month 2017 Proclamation “Social Workers Stand Up!” as follows:

**PROCLAMATION
2017 Social Work Month Proclamation
“Social Workers Stand Up!”**

WHEREAS, the primary mission of the social work profession is to enhance well-being and help meet the basic needs of all people, especially the most vulnerable in society; and

WHEREAS, social workers embody this year's Social Work Month Theme, "Social Workers Stand Up!", by serving, advocating, and empowering millions of Americans each day; and

WHEREAS, social workers embody the theme of this year's World Social Work Day on March 21, 2017, "Promoting Community and Environmental Sustainability," by working with individuals, organizations, and local and federal government to improve communities and protect the environment; and

WHEREAS, social work is one of the fastest growing careers in the United States, with almost 650,000 members of the profession; and

WHEREAS, social workers work in all areas of our society to improve happiness, health and prosperity, including in government, schools, universities, social service agencies, communities, the military, and mental health and healthcare facilities; and

WHEREAS, social workers have pushed for decades to ensure equal rights for all, including women, African Americans, Latinos, people who are disabled, people who are LGBTQ and various ethnic, cultural, and religious groups; and

WHEREAS, social workers have been behind and continue to advocate for legislation and policies that reduce racial discord, including renewal of the Voting Rights Act, The Violence Against Women's Act, The Civil Rights Act, the Affordable Care Act, Medicaid, unemployment insurance, workplace safety, and Social Security benefits; and

WHEREAS, social workers are the largest group of mental healthcare providers in the United States, and work daily to help people overcome substance use disorders and mental illnesses such as depression and anxiety; and

WHEREAS, social workers deploy across the United States and the world, helping people overcome earthquakes, floods, wars, and other disasters and return to peace and prosperity.

NOW, THEREFORE, in recognition of the numerous contributions made by Halifax County Social Workers, we the Halifax County Board of County Commissioners proclaim the month of March 2017 as National Social Work Month and call upon all citizens to join with the National Association of Social Workers and Halifax County Department of Social Services in celebration and support of the social work profession.

Commissioner Manning moved to adopt the Social Work Month 2017 Proclamation "Social Workers Stand Up!". Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

- C. Resolution in Memory and Honor of Kenneth E. Brantley, Former Halifax County Commissioner

Chairman Bryant read and presented the following resolution to Joanne Parrott, daughter of Kenneth E. Brantley, former Halifax County Commissioner, as follows:

**RESOLUTION
IN MEMORY AND HONOR OF
KENNETH E. BRANTLEY
FORMER HALIFAX COUNTY COMMISSIONER
HALIFAX, NORTH CAROLINA**

WHEREAS, the Halifax County Board of Commissioners, pauses in its deliberations, to note with great sadness the passing of Kenneth E. Brantley; and

WHEREAS, Mr. Brantley served as a dedicated member of the Halifax County Board of Commissioners from July 2, 1990 until December 1, 2002; and

WHEREAS, during his tenure as an elected official, he was involved in many decisions affecting the character of the community; each time exhibiting sound judgment and concern for the education, health, safety, welfare, and economic development of Halifax County and its citizens during his decision making process; and

WHEREAS, Mr. Brantley was honored, respected, and held in the highest esteem by everyone who knew him for his many contributions and untiring efforts while serving on numerous boards and commissions that has indeed left an indelible mark on Halifax County, the State, and the nation, which he served well; and

WHEREAS, Halifax County mourns the loss and extends to his family its sincere sympathy and deepest appreciation for his leadership, foresight, and unselfish contributions in meeting the needs of the citizens and improving Halifax County's unique quality of life.

NOW, THEREFORE, BE IT RESOLVED, that the Halifax County Board of Commissioners, on behalf of a grateful community, does hereby express great sorrow at the passing of Kenneth E. Brantley, former Halifax County Commissioner, who personified a distinguished career in local government and whose life and memory we are proud to honor.

BE IT FURTHER RESOLVED, that the original of this resolution be presented to the family of Kenneth E. Brantley and orders that a copy of this resolution be spread upon the minutes of the Halifax County Board of Commissioners this 6th day of February, 2017.

Commissioner Bryant moved to adopt the resolution in memory and honor of Kenneth E. Brantley, former Halifax County Commissioner. Commissioner Manning seconded the motion, which passed unanimously by voice vote.

5. **Community Issues - William Hodge, Coalition for Education and Economic Security**

Commissioner Manning stated that the Coalition for Education and Economic Security currently had a lawsuit against Halifax County. He inquired if it was appropriate for the Board to receive information from the organization. Attorney Rollins responded that it was completely acceptable to hear from the organization under Community Issues, which was part of the agenda.

William H. Hodge, Coalition for Education and Economic Security, addressed the Board and read the following:

How healthy is Halifax County's economy? Today our organization wants to make sure Commissioners are aware of a poor record of jobs growth in Halifax County over a ten year period. The record shows Halifax has a job famine despite the fact job growth seems to be a top priority for this Board. Indeed, job growth is a frequent and important topic at your meetings with significant tax dollars allocated for projects. Economists have identified December 2007 as a robust economy just before the Great 2008 Recession. Between then and January 2010, Halifax County lost 3,160 jobs. Peak unemployment for Halifax County was January 2010 when the unemployment rate was an astonishing 16.1%, highest rate recorded since 1990-2016. Now, seven year later, current employment data shows we have added only 16 more jobs than we had in January 2010. In other words, actual job growth was less than three jobs per year. It is shocking to us that so much effort has produced so little progress.

Halifax County has a job crisis. Let's look at the state and our neighboring counties' job data. How is Halifax County different? North Carolina Economy. During 2008 Great Recession, the North Carolina unemployment rate skyrocketed to 11.3%. Although the State's economic recovery has been slow and uneven across the state, last year the North Carolina unemployment rate equaled the national rate, 4.6% to 5.0%, last achieved in 2007. What about Halifax County? Chart II at the end of the presentation list employment data for Halifax and six neighboring counties. All local counties lost jobs from December 2007 to November 2016. Halifax lost the most 3,144 jobs. This was more than Warren 619 jobs, Northampton 1,079 jobs, Bertie 258 jobs and Edgecombe 822 jobs combined. Halifax County lost 32% of the regional job losses even though Halifax's population is only 18% of the region.

Halifax and Neighboring Counties Recovery chart at the end of the presentation provides data on new jobs added growth. Halifax's unemployment rate peaked in January 2010, 16.1% while Northampton and Nash recessions did not reach their zenith until 18 months later. Halifax should have had a head start in job growth, but did not. Not only has our painful drop in jobs been deeper than our neighbors, growth to Halifax County has not returned. Falling Unemployment Rates. Today, all seven counties have seen their unemployment rates fall to approximately half the peak values due mostly to a large reduction of the number of unemployed workers. In other words, our current feel good 7.6% unemployment rate disguises the harsh reality of the high number of workers who have lost their jobs without regaining them. Four counties did noticeably increase employment from peak recession lows.

Summary of Local County Economies. Nash, Edgecombe, Warren, and Bertie counties economies have recovered faster than Halifax, Martin, and Northampton counties. Halifax had the biggest job losses and has created only a few new jobs. Ten Poorest Places in the Tar Heel State. A survey published in 2016 ranked North Carolina towns with populations over 2,000 and

took into account poverty level, median household income, and unemployment. Sadly, Enfield was ranked at the top of the list, poorest of the poor with a poverty level of 43.2% and an unemployment rate of 34.2%. Enfield could be the canary in the coalmine. Their plight may forecast what is in store for Halifax's citizens without new meaningful job growth policies.

Population Growth. The North Carolina Department of Commerce, Labor and Economic Analysis Division, issued a report on economic factors which influenced local economies. Population growth was one of four critical factors. The report ranked all 100 counties. Halifax County had the largest population lost 3.2% over a three-year period, 2012-2015, worst in the State. Make no mistake, the population loss is a telling symptom of the decline in our local economy. The magnitude of the decline highlights the seriousness and urgency of Halifax's job crisis.

Our local economy has not recovered from the Great Recession. Current efforts at job creation are clearly not working. Continuing to do what we've done for years is highly unlikely to produce different results. We must reform programs and devise new strategies.

6. FY 2017-2018 Community Services Block Grant

Gail Walker, Choanoke Area Development Association, Inc., addressed the Board regarding the 2017-2018 Community Services Block Grant.

She provided the Board with a draft copy of the proposed FY 2017-2018 Community Services Block Grant that would be provided to the Office of Economic Opportunity at the North Carolina Department of Health and Human Services. She briefly reviewed the plan and requested that the Board certify that it had reviewed the proposed FY 2017-2018 Community Services Block Grant Refunding Application. She distributed a copy of the Community Service Block Grant Programs to be discussed at a future meeting.

Commissioner Manning moved to approve that the Board reviewed the proposed FY 2017-2018 Community Services Block Grant. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

7. North Carolina Department of Transportation, Division of Highways, Request for Abandonment from the State Maintained Secondary Road System Resolution – River Road, Weldon

Ronald L. Keeter, Jr., District Engineer, North Carolina Department of Transportation, addressed the Board and requested the adoption of a resolution regarding the North Carolina Department of Transportation, Division of Highways, abandonment of a portion of River Road located in Weldon from the State Maintained Secondary Road System as follows:

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

North Carolina
County of Halifax
Road Description: A portion of SR 1150, River Road

WHEREAS, the attached petition has been filed with the Board of County Commissioners of the County of Halifax requesting that the above described road, the last 150 feet as shown on the attached map, be abandoned from the Secondary Road System; and

WHEREAS, the Halifax County Commissioners are of the opinion that the above described road should be abandoned from the Secondary Road System.

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

Certificate

The foregoing resolution was duly adopted by the Board of Commissioners of the County of Halifax at a meeting on the 6th day of February, 2017

Witness my hand and official seal this the 6th day of February, 2017.

After a brief discussion was held, Commissioner Manning moved to adopt a resolution regarding the North Carolina Department of Transportation, Division of Highways, abandonment of a portion of River Road located in Weldon from the State Maintained Secondary Road System Commissioner Qualls seconded the motion, which passed unanimously by voice vote.

8. 2013 Community Development Block Grant Infrastructure Project – Small Purchase Request

J. Michael Scott, Progressive Resources and Opportunities, addressed the Board requesting the approval of the 2013 Community Development Block Grant Infrastructure Project small purchase request.

He stated that on December 14, 2016, the County staff prepared and provided a request for quotes to provide a Trihalomethane Analyzer necessary for the startup of the 2013 Community Development Block Grant Infrastructure Project. He further stated that the equipment was necessary for testing purposes during the installation of the post treatment aeration and mixing equipment at two water storage tanks on the County's water system. He advised that the equipment would also be utilized to conduct testing after the project was completed. He further advised that, upon recommendation by the County's project engineer, it was determined that the purchase and availability of this equipment would be necessary at the time construction started, as opposed to waiting for the equipment to be ordered and delivered, which would save approximately 10% to 15% of the cost if the selected contractor included this item in their bid. He explained that the County solicited quotes from three qualified suppliers and two of the suppliers declined to submit quotes as follows: Combs Associates and Tilley, Inc., declined to submit quotes and Premier

Water, LLC, provided a quote in the amount of \$43,169.13.

Mr. Scott stated that the procurement was handled using the Community Development Block Grant small purchase guidelines, which required that the item or service being purchased be specifically described and cost no more than \$90,000. He further stated that a detailed set of equipment specifications were provided to all three suppliers. He advised that the guidance of the North Carolina Division of Environmental Quality, Water Infrastructure Division, was used on the procurement of the equipment and had fully reviewed the process, as well as the results. He further advised that the Division had concurred that all guidelines had been met and the County could move forward with awarding the contract to purchase the equipment.

He recommended that the Board award the contract to Premier Water, LLC, for the purchase of the Trihalomethane Analyzer in the amount of \$43,169.13.

Commissioner Smith moved to award the contract to Premier Water, LLC, for the purchase of a Trihalomethane Analyzer in the amount of \$43,169.13 for the 2013 Community Development Block Grant Infrastructure Project. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

9. Kate B. Reynolds Coordinated Approach to Child Health Grant

Rhonda Hubbard, Health Department, addressed the Board requesting the approval of the submission of the Kate B. Reynolds Coordinated Approach to Child Health Grant application for an additional three years of funding.

She stated that the Health Department was applying for a three-year grant to continue the implementation of the Coordinated Approach to Child Health Program, extending the program to KIPP Halifax, Pre-K sites and after school programs. She further stated that the Health Department would continue the partnership with the three local school systems to include Halifax County Schools, Roanoke Rapids Graded School District, and Weldon City Schools, to target approximately 5,500 elementary and middle school aged children. She advised that the goals of the Coordinated Approach to Child Health Program were to: increase the knowledge and understanding of health, nutrition, and physical activity; increase the amount of time students were physically active; increase the number of parents that support healthy eating; and increase community awareness about the importance of making healthy food choices and physical activity.

Ms. Hubbard requested that the Board approve the submission of the Kate B. Reynolds Coordinated Approach to Child Health Grant application and the receipt of funds, if awarded, and authorize the appropriate staff to execute the documents.

Commissioner Manning moved to approve the submission of the Kate B. Reynolds Coordinated Approach to Child Health Grant application and the receipt of funds, if awarded, and authorize the appropriate staff to execute the documents. Commissioner Qualls seconded the motion, which passed unanimously by voice vote.

10. Tax Department Requests

C. Shane Lynch, County Assessor, addressed the Board stating that at the request of the Board, all 100 North Carolina counties were contacted regarding whether its board had adopted a resolution defining good cause in accordance with G. S. §105-277.4(a1).

He stated that only six counties responded, which was a true reflection of how sensitive the subject was and how opinions varied from county to county. He further stated that two counties had adopted resolutions, which consisted of Pender and Scotland counties. He advised that the four remaining counties had not adopted a resolution, which consisted of Pitt, Caldwell, Forsyth, and Washington counties. He further advised that Pitt and Forsyth counties had presented resolutions to its boards; however, the resolutions were not adopted. He explained the boards cited too many variables and being boxed in as reasons not to adopt the proposed resolutions. He further explained that the UNC School of Government recommended that each board be consistent and that if a county routinely accepted a majority of late applications, it may be tough to justify a sudden switch to a more strict definition of good cause.

After a brief discussion was held, Chairman Bryant stated that the Board had been consistent in its deliberations and there was no need to adopt a resolution.

A. Robert D. Belle

C. Shane Lynch, County Assessor, addressed the Board regarding a 2016 late application for present use value for parcel 04-00371 owned by Robert D. Belle.

He stated 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. He further stated that the County listing period for 2016 was from January 1 until February 1. He advised that Mr. Belle visited the Tax Department in November 2016 inquiring about present use value and the application process. He further advised that on December 21, 2016, Mr. Belle submitted a completed application and a letter addressed to the Halifax County Board of Commissioners. He explained that the Board's approval for a late application was the only recourse Mr. Belle had to be able to receive present use value status for the 2016 tax year.

Mr. Lynch stated that the property owner did meet all of the present use value requirements, other than meeting the annual application deadline. He further stated that if received on time, the application would have been approved. He advised that if approved, the owner was aware that the application was only good for 2016 and he would have to submit a timely application for 2017.

He requested that the Board determine whether to accept the 2016 late application for present use value for parcel 04-00371 owned by Robert D. Belle.

Commissioner Manning moved to deny the late 2016 application for present use value for parcel 04-00371 owned by Robert D. Belle. The motion died for the lack of a second.

Commissioner Smith moved to approve 2016 late present use value application for parcel 04-00371 owned by Robert D. Belle. Commissioner Johnson seconded the motion.

The votes were as follows:

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

B. Lizzie Smith Heirs

C. Shane Lynch, County Assessor, addressed the Board regarding a 2016 late application for present use value for parcel 04-02428 owned by Lizzie Smith heirs in care of Louise Francis.

He stated 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. He further stated that the County's listing period for 2016 was from January 1 until February 1. He advised that Ms. Francis submitted a letter and application on behalf of Lizzie Smith heirs on December 29, 2016 that stated that her aunt, who previously handled the farm business, had reached her eighties and was not aware of the present use value program. He further advised that the Board's approval of a late application for the 2016 tax year was the only recourse the Lizzie Smith heirs had to be able to receive present use value status for this tax year. He explained that the property owner did meet all of the present use value requirements, other than meeting the annual application deadline. He further explained that if received on time, the application would have been approved.

Mr. Lynch stated that if approved, the owners were aware that this application was only for 2016 and would have to submit a timely application for 2017. He requested that the Board determine whether to accept the 2016 late application for present use value for parcel 04-02428 owned by Lizzie Smith heirs.

Commissioner Brewer moved to approve the 2016 late present use value application for parcel 04-02428 owned by Lizzie Smith Heirs. Commissioner Johnson seconded the motion.

The votes were as follows:

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

C. B. D. Lynch Heirs and Lillie B. Lynch Heirs

C. Shane Lynch, County Assessor, addressed the Board regarding a 2016 late application for present use value for parcel 01-01340 owned by B. D. Lynch heirs and parcels 01-01406, 01-01405 and 01-01404 owned by Lillie B. Lynch heirs, both in care of Archable Lynch.

He stated 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. He further stated that the County's listing period for 2016 was from January 1 until February 1. He advised that Archable Lynch and his daughter visited the Tax Department in October 2016 inquiring about any form of tax relief for the parcels at which time he explained the present use value application process. He further advised that on December 29, 2016, Mr. Lynch submitted completed applications for both heir accounts and a late approval request letter. He explained that the Board's approval for a late application to be submitted for the 2016 tax year was the only recourse B. D. Lynch heirs and Lillie B. Lynch heirs had to be able to receive present use value status. He further explained that the property owners did meet all of the present use value requirements, other than meeting the annual application deadline.

Mr. Lynch stated that if the application was received on time, it would have been approved. He further stated that if approved, the owners were aware that the applications were only good for 2016 and that they would have to submit timely applications for 2017. He requested that the Board determine whether to accept the 2016 late applications for present use value for parcels 01-01340 owned by B. D. Lynch heirs and parcels 01-01406, 01-01405 and 01-01404 owned by Lillie B. Lynch heirs, both in care of Archable Lynch.

Commissioner Johnson moved to approve the 2016 late application for present use value for parcel 01-01340 owned by B. D. Lynch heirs and parcels 01-01406, 01-01405 and 01-01404 owned by Lillie B. Lynch heirs. Commissioner Smith seconded the motion.

The votes are as follows:

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

D. Grover and Betty Whitley

C. Shane Lynch, County Assessor, addressed the Board regarding the 2016 late application for the disabled veteran property tax relief exclusion for parcel 08-01016.

He stated that North Carolina excluded from property taxes a portion of the appraised value of a permanent residence owned and occupied by North Carolina residents who had been certified with a total and permanent service-connected disability. He further stated that applications for the disabled veteran exclusion were due June 1 of the tax year. He advised that the Whitley's application for exemption was received by the Tax Department on December 22, 2016 along with

a letter dated December 22, 2016 requesting consideration for late approval. He further advised that the Tax Department had reviewed the application and had it been received before the deadline, it would have been approved. He explained that the Board's approval for a late application for the 2016 tax year was the only recourse the Whitleys had to obtain property tax relief. He further explained that if received on time, the application would have been approved.

Mr. Lynch stated that if the late application was approved, the Whitleys were aware that the application was only good for 2016 and would have to submit a timely application for 2017. He requested that the Board decide whether to accept the 2016 late application for the disabled veteran property tax relief exclusion for Grover and Betty Whitley, parcel 08-01016.

Commissioner Qualls moved to approve the 2016 late application for the disabled veteran property tax relief exclusion for Grover and Betty Whitley, parcel 08-01016. Commissioner Manning seconded the motion, which passed unanimously by voice vote.

11. Board Appointments

Enfield Board of Adjustment

Commissioner Manning moved to reappoint Lester Shields to serve on the Enfield Board of Adjustment, term expiring February 28, 2019. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

Commissioner Manning moved to appoint Tony E. Silver to replace Phenious Daniels, Jr. on the Enfield Board of Adjustment, term expiring February 28, 2019. Commissioner Qualls seconded the motion, which passed unanimously by voice vote.

Enfield Planning Board

Commissioner Qualls moved to appoint Tony E. Silver to replace Phenious Daniels, Jr., on the Enfield Planning Board, term expiring February 28, 2019. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

Commissioner Qualls moved to waive the term limits and reappoint Calvin Pittman to serve on the Enfield Planning Board, term expiring February 28, 2019. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

Halifax County Board of Adjustment

Commissioner Qualls moved to waive the term limit and reappoint Lee Bone to serve on the Halifax County Board of Adjustment, term expiring February 28, 2020. Commissioner Manning seconded the motion, which passed unanimously by voice vote.

Commissioner Johnson moved to reappoint Jeffery Faison and Ashley Mohorn to serve on the Halifax County Board of Adjustment, terms expiring February 28, 2020. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

Halifax County Planning Board

Commissioner Smith moved to waive the term limits and reappoint Neal Davis and Tyrone Hewlin to serve on the Halifax County Planning Board, terms expiring February 28, 2020. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

Commissioner Manning moved to reappoint Bentley Mohorn to serve on the Halifax County Planning Board, term expiring February 28, 2020. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

Lake Gaston Weed Control Council

Commissioner Manning moved to reappoint Tony Brown, Ian Bumgarner and Dia Denton to serve on the Lake Gaston Weed Control Council, terms expiring February 28, 2020. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

Commissioner Manning moved to appoint Quinton Qualls to fill the unexpired term of Tommy Winebrenner on the Lake Gaston Weed Control Council, term expiring February 28, 2018. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

12. Economic Development Report

Cathy A. Scott, Economic Development Director, addressed the Board and reviewed the Halifax County Economic Development Commission Activity Report (See Attachment A).

Mrs. Scott requested that the Board approve a change order with S&ME, Inc., Geotechnical Services Agreement for Klausner Lumber Two, Rail Spur Construction Project, which was complete. She stated that the original contract amount was approved by the Board during the May 2, 2016 Regular Meeting in the amount of \$50,000 and the value of work performed to date was in the amount of \$50,700.25. She further stated that the overage incurred was as a result of a directive from Civil Smith, Engineer, to check the sub-ballast depths, which revealed stone depths of 10 inches instead of six inches required by specifications at certain points in the spur track and the contractor billing for additional stone. She provided the Board with the Klausner Rail Construction Project total cost as of January 31, 2017.

Commissioner Qualls moved to approve the change order with S&ME, Inc., Geotechnical Services Agreement for Klausner Lumber Two, Rail Spur Construction Project. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

13. County Manager's Report

Tony N. Brown, County Manager, addressed the Board stating that Sheriff Wes Tripp was requesting approval of the submission of the Governor's Crime Commission Grant application and the receipt of funds, if awarded, and authorize the appropriate staff to execute the documents.

Sheriff Tripp, Sheriff's Office, addressed the Board and requested approval of the submitted Governor's Crime Commission Grant application, which would be used to purchase eight Motorola 4000VIPER portable radios in the amount of \$24,000.

Commissioner Qualls moved to approve the submission of the Governor's Crime Commission Grant application and the receipt of funds, if awarded and authorize the appropriate staff to execute the documents. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

14. County Attorney's Report

M. Glynn Rollins, Jr., County Attorney, addressed the Board and provided an update regarding an option with the Andrew Max Boggs, Jr., property.

He stated that at the August 1, 2016 Regular Meeting, the Board adopted a resolution regarding an amendment to lease, with option to purchase and other related documents regarding the Andrew Max Boggs, Jr., property that was located adjacent to the Roanoke Valley Chamber of Commerce, Inc. He further stated that at that time, it was anticipated that the Chamber would receive a loan in the amount of \$437,330. He advised that the resolution adopted in August was still in effect and that staff was ready to move forward. He further advised the Chamber was going to receive a zero interest loan that was going to fund most of the purchase. He explained that the County would assign its option to the Chamber which would exercise the option to purchase the property and under that loan arrangement would not have to make payments for one year; however, during that year would refinance all the debt that was now on the Chamber building along with the purchase of the new property, which would change the lease payments that the County paid to the Chamber and reduce the current lease payment. He further explained that the loan amount of \$437,330 was considerably less totaling \$398,000.

Commissioner Manning moved to authorize that staff continue to move forward with the purchase. Commissioner Brewer seconded the motion.

The votes are as follows:

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

Attorney Rollins requested the adoption of a resolution authorizing the lease of property for more than one year pursuant to G. S. §160A-272(a) and (a1) regarding the Halifax Corporate Park Tracts and the approval of a lease between the County and Harris Family Farms, LLC, effective February 6, 2017, for the sole purpose of farming.

He stated that the parties desired to specify the terms and conditions of the current farm lease in writing in regards to rent. He further stated that the real property subject to this lease was known as FSA Farm No. 9218, Tract 3350, Tract 3351, and Tract 3352, located on the northern side and southern side of Highway 561, and on the northern and southern side of J. S. Pope Road, Halifax, consisting of 305 acres of cultivated land, more or less, located within the Halifax County Corporate Park. He advised that the area under the lease excluded certain sections of uncultivated open land fronting on NC Highway 561, the approximate locations of which were shown on the site plan of the Halifax Corporate Park. He explained that the term of the lease was for a period beginning on the effective date of the lease, and terminating on December 31, 2019. He further explained that the rent to be paid in the amount of \$135 per acre, based upon the acreage certified to the USDA Farm Service Agency as the acreage being farmed for each calendar year of the lease, which shall be provided to the lessor on or before June 1 of each year and in no event shall the acreage for which rent was paid be less than 250 acres in a calendar year, regardless of whether that amount of acreage was actually farmed by lessee and rent would be due on November 15 of each year.

Attorney Rollins stated that as often as requested by the lessor, the lessee would mow the uncultivated open land located in the Halifax County Corporate Park. He further stated that the lessee would keep a record of the expenses incurred for mowing and advise the County and receive a credit against rent for mowing, which shall not exceed \$7,000 without prior approval of the County. He advised that the agreement may be early terminated in whole or in part by either party upon 15 days written notice. He further advised that in the event that a termination by the County occurred before all crops had been harvested by the lessee, then the County would pay the lessee for the crops according to the payment schedule for damaged or unharvested crops.

Attorney Rollins stated that the lessee agreed to manage and to keep the property in as good condition as existed on the date of possession and shall not suffer any waste thereof; the lessee, in his occupancy of the property would comply with all laws, ordinances, and regulations of all governmental entities applicable thereto, including but not limited to environmental laws and regulations, and shall not use the property for any unlawful purpose or in violation of any law, ordinance or regulation; the lessee shall indemnify and hold harmless the County, its successors and assigns, from any loss, costs, claims, damages and expenses of any nature resulting from any accident or claim arising out of lessee's use of the property.

RESOLUTION
AUTHORIZING THE LEASE OF PROPERTY FOR MORE THAN ONE YEAR
Pursuant to G. S. §160A-272(a) and (a1)
(The Halifax Corporate Park Tracts)

WHEREAS, Halifax County (the County) owns certain real property located in Halifax Township that includes 328 acres, more or less, of tillable property located on Highway 561 east of Halifax, North Carolina, which is a portion of the property known as the Halifax County Corporate Park, and designated as FSA Farm 9218, Tracts 3350, 3351 and 3352 (the Property); and

WHEREAS, the County does not presently have use for the Property and it is not anticipated that the County will have use for the Property during the term of the lease described below; and

WHEREAS, the County and Harris Family Farms, LLC, (Harris Family Farms) have agreed upon a farm lease for the Property under which Harris Family Farms will lease the Property for a term not to exceed December 31, 2019, for a consideration of \$135.00 per acre per year, to be paid on or before November 15 of each year of the lease; and

WHEREAS, G. S. §160A-272(a) and (a1) authorizes the County to enter into leases of more than one year but less than ten years upon resolution of the board of county commissioners adopted at a regular meeting after thirty (30) days public notice; and

WHEREAS, the required notice has been published and the board of commissioners is this day convened in a regular meeting.

NOW, THEREFORE, THE HALIFAX COUNTY BOARD OF COMMISSIONERS RESOLVES, that the lease of the county property described above to Harris Family Farms, LLC, is approved and the appropriate county officers and staff are directed to execute any instruments necessary to the lease.

Adopted this 6th day of February, 2017.

Commissioner Qualls moved to adopt the resolution authorizing the lease of property for more than one year pursuant to G. S. §160A-272(a) and (a1) regarding the Halifax Corporate Park Tracts and to approve the adoption of a resolution authorizing the lease of property for more than one year pursuant to G. S. §160A-272(a) and (a1) regarding the Halifax Corporate Park Tracts and to approve a lease between the County and Harris Family Farms, LLC, effective February 6, 2017, for the sole purpose of farming. Commissioner Manning seconded the motion, which passed unanimously by voice vote.

Attorney Rollins requested that the Board adopt a resolution authorizing the conveyance of real property to another governmental unit pursuant to G. S. §160A-274 regarding the Enfield-Inborden School Property to Halifax County Board of Education and to approve the special warranty deed.

He stated that the County and the Board of Education entered into a plan for the construction of an educational facility now known as the Enfield-Inborden School, including site improvements and related equipment, in the amount of \$17,000,000 in financing obtained by the County through the issuance of certificates of participation. He further stated that the Board of Education conveyed the land to the County. He advised that the County and the Board of Education entered into an Administrative Agreement on February 1, 2006 provided for the construction of the improvements, the lease of the site and the improvements by the County to the Board of Education, and for the encumbrance of the site and the improvements as security for the repayment of the moneys advanced under the terms of an installment financing agreement evidencing the loan of \$17,000,000 used for the construction of the improvements. He further

advised that Section 13 of the Administrative Agreement provided that upon termination of the Installment Financing Agreement the County shall re-convey the site and improvements to the Board of Education. He explained that on December 15, 2016, the then unpaid balance of the \$17,000,000 loan evidenced by the Installment Financing Agreement was refinanced by the County with a new loan that did not require encumbrance of the site and improvements as security for the new loan. He further explained that although the County continued to repay funds related to the construction of the improvements under the refinancing, the Installment Financing Agreement was paid in full and terminated on December 20, 2016.

Attorney Rollins stated that under G. S. §160A-274 a governmental unit was authorized to convey real property to another governmental unit with or without consideration. He requested that Board adopt the resolution authorizing the re-conveyance of the site and improvements to the Board of Education pursuant to G. S. §160A-274 and in compliance with Section 13 of the Administrative Agreement.

RESOLUTION
AUTHORIZING THE CONVEYANCE OF REAL PROPERTY TO ANOTHER
GOVERNMENTAL UNIT PURSUANT TO G. S. §160A-274
(Enfield-Inborden School Property to Halifax County Board of Education)

WHEREAS, on or about February 1, 2006, Halifax County (the County) and the Halifax County Board of Education (the Board of Education) entered into a plan for the construction of an educational facility now known as the Enfield-Inborden School, including site improvements and related equipment (together, the “Improvements”), with \$17,000,000.00 in financing obtained by the County through the issuance of certificates of participation; and

WHEREAS, in furtherance of such plan, the Board of Education conveyed the land described herein (the “Site”) to the County as evidenced by that certain deed recorded on May 26, 2004, in Book 2032, Page 147, Halifax Public Registry; and

WHEREAS, in furtherance of such plan the County and the Board of Education entered into that certain agreement entitled “Administrative Agreement by and between The Halifax County Board of Education and Halifax County, North Carolina dated as of February 1, 2006” (the Administrative Agreement) which, among other things, provided for the construction of the Improvements, the lease of the Site and the Improvements by the County to the Board of Education, and for the encumbrance of the Site and the Improvements as security for the repayment of the moneys advanced under the terms of an Installment Financing Agreement evidencing the loan of \$17,000,000.00 used for the construction of the Improvements; and

WHEREAS, Section 13 of the Administrative Agreement provides that upon termination of the Installment Financing Agreement the County shall re-convey the Site and Improvements to the Board of Education; and

WHEREAS, on December 15, 2016, the then unpaid balance of the \$17,000,000.00 loan evidenced by the Installment Financing Agreement was refinanced by the County with a new loan that did not require encumbrance of the Site and Improvements as security for the new loan; and

WHEREAS, although the County continues to repay moneys related to the construction of the Improvements under the refinancing, the Installment Financing Agreement reference above was paid in full and terminated on December 20, 2016;

WHEREAS, the County, in order to comply with Section 13 of the Administrative Agreement between the parties, desires to convey the Site and Improvements to the Board of Education pursuant to G. S. §160A-274, which permits a governmental unit to convey real property to another governmental unit with or without consideration;

NOW, THEREFORE, BE IT RESOLVED, that pursuant to G. S. 160A-274, and in compliance with Section 13 of the Administrative Agreement between the parties, the Halifax County Board of Commissioners hereby authorizes the conveyance of the Enfield-Inborden School Property to the Halifax County Board of Education and further authorizes the Board Chairman and the Clerk to the Board to execute such documents as may be necessary to make such conveyance.

Adopted this 6th day of February, 2017.

Commissioner Brewer moved to adopt the resolution authorizing the conveyance of real property to another governmental unit pursuant to G. S. §160A-274 regarding Enfield-Inborden School Property to Halifax County Board of Education and approve the Special Warranty Deed. Commissioner Qualls seconded the motion, which passed unanimously by voice vote.

15. Other Business

Commissioner Manning stated that a meeting was held with Commissioner Johnson, Commissioner Qualls, Dia H. Denton, Deputy County Manager, M. Glynn Rollins, Jr., County Attorney, and himself regarding the proposed Highway Hunting Safety and Property Protection Act, which was reviewed as follows:

1. It is unlawful in Halifax County to take deer with the aid of a boat or floating device in the Roanoke River between U. S. 17 and U. S. 301. Amendment: It is unlawful in Halifax County to take deer with the aid of a boat or floating device in the Roanoke River between U. S. 17 and U. S. 301 or to take or attempt to take deer or bear in Fishing Creek between the Warren County line, east to the point where it is no longer on the Halifax County line and goes 100% into Edgecombe County. Remove the following: Fishing Creek Road, SR 1338 and Bellamy Mill Road, SR1222.

2. It is unlawful in Halifax County to hunt with a firearm from the right-of-way of a public road. Amendment: It is unlawful in Halifax County to hunt, take, or kill or attempt to hunt, take or kill any wild animal or wild bird with a firearm, bow and arrow, or crossbow, on, from, or across the right-of-way of any state maintained road or to discharge any firearm, bow and arrow, or crossbow on the right-of-way of any state maintained road or highway. The "long gun" weapons of hunters lawfully recovering dogs must remain fully unloaded, in the passenger area of the vehicle while on state right-of-way or unloaded, in a locked gun case or unloaded, in a locked tool box in the back of a truck or other vehicle when parked beside POSTED or purple paint marked land, if they don't have written permission to hunt that land.

3. It is unlawful in Halifax County to discharge a firearm on or across a public road. Amendment: It is unlawful in Halifax County to have possession of a loaded shotgun or centerfire rifle while on the right-of-way including the traveled portion of any public road or highway while inside or outside of the confines of the passenger area of a vehicle. Loaded means with a shell or cartridge in the chamber, clip, or magazine of a shotgun or centerfire rifle.

Commissioner Manning further reviewed the proposed additions as follows: 1. It is unlawful in Halifax County to hunt deer or other wild animals with dogs unless the dog has a collar with the owner's name, address, and telephone number. 2. It is unlawful in Halifax County to chase deer or other wild animals with dogs, or permit a dog to chase deer or other wild animals between April 1 and June 30, except wild game pens are exempt. 3. It is unlawful in Halifax County to release a dog or dogs with the intent of hunting the property of another without having on one's person the written permission of the owner or lessee of that property. 4. It is unlawful in Halifax County to hunt or take wildlife or attempt to take wildlife on the land of another, or fish on the land of another, without having on one's person while hunting, taking or attempting to take or fishing, the written permission, signed and dated for the current hunting, trapping or fishing season, by the land owner or lessee or the landowner's or lessee's designee. 5. It is unlawful in Halifax County to hunt deer or other wild animals with a centerfire rifle, except from a stand with a shooting height of at least eight feet from the ground. 6. These game laws can be enforced in Halifax County by any law enforcement officer or Wildlife Resources Commission Game Warden. 7. Deer, bear, fox, or coyote hunters, hunting with dogs, must have in their possession written proof of permission to hunt on the property where the dogs are released and must keep on file the current hunting season's records of leases or written permission, with the maps printed off from the Halifax County GIS website and may be kept in a central location, available to law enforcement upon request of adjoining lands making up at least a 300-acre tract that they have permission to hunt on. Records shall include the names and contact information, including telephone number(s) of the landowner or lessee of hunting rights of the adjoining lands to be in compliance. 8. It is requested that violation of these trespass and hunting laws bear the following mandatory fines: first offense \$250 fine, second offense \$500 fine, third and subsequent offenses \$500, plus confiscation of the firearm(s) in possession at the time of the offense.

After a brief discussion was held for clarification of the proposed Highway Hunting Safety and Property Protection Act, Commissioner Johnson stated that there was a lot of discussion during the meeting regarding the proposed document. She further stated that the draft document was to be used for further discussions with various representatives from the hunt clubs to ask questions and provide input regarding hunting. She stated that the document was not a recommendation from the Board of Commissioners. Commissioner Manning stated the final document would have to be enacted by legislation or the North Carolina Wildlife Resources Commission.

Commissioner Qualls stated that there were some matters in the proposed document that he would agree with and other matters that he did not agree with such as the fine structure. He further stated that the draft document was being proposed to stop hunters from hunting on land without the permission of the owner which has been clearly posted. He advised that it was his desire to ask the State to allow the County to use their existing law regarding the Landowner Protection Act. He further advised that after discussing this matter with Michael H. Wray, North Carolina House of Representatives, it was recommended that a letter be drafted in support of a

special penalty schedule to allow a county to enforce the following: 1. The first offense of the law would result in a fine in the amount of \$1,000 along with the loss of hunting privileges for one year. 2. The second offense of the law, within a five-year period, would result in a fine in the amount of \$5,000 along with the loss of hunting privileges for five years. He explained that the special penalty schedule would not be used as a means of generating revenue, but as means to maintain the safety and wellbeing of the citizens.

After a brief discussion was held, it was the consensus of the Board to authorize the Chairman to execute a letter on behalf of the Board as recommended by Commissioner Qualls.

Tony N. Brown, County Manager, reminded the Board of the annual Youth Leadership Mock Board Meeting scheduled on February 22, 2017 at 9:00 A. M.

16. Closed Session

There were no items for discussion under Closed Session.

17. Adjourn until the March 6, 2017 Regular Meeting

With there being no further matters to come before the Board, Commissioner Smith moved to adjourn the meeting until the March 6, 2017 Regular Meeting at 9:30 A. M. in the Historic Courthouse. Commissioner Johnson 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



ECONOMIC DEVELOPMENT MEETINGS

- ▶ Center for Energy Education Board Meeting – January 10
- ▶ NCDOT Meeting – January 10
- ▶ Halifax Horizons Board Meeting – January 11
- ▶ Roanoke Valley Chamber Board Meeting – January 12
- ▶ NC Works Eastern Region Presentation – January 12
- ▶ HCCVB Board Meeting – January 17
- ▶ Meeting with Town of Enfield – January 23
- ▶ Northeast Collaboration Meeting – January 24
- ▶ HCEDC Board of Directors Meeting – January 26
- ▶ Daily Herald Reader Advisory Meeting – January 31

Tweets Tweets & replies Media

Halifax County BOD @HCFOD · 12h
2 projects important to Halifax County on President Trump's Priority Infrastructure List. I-95 & ACP. <https://t.co/4Hk6v2> @POTUS

EXCLUSIVE: Trump team compiles infrastructure priority list
President Donald Trump's team has compiled a list of about 50 infrastructure projects nationwide, totaling at least \$137.5 billion, as the R...

5. I-95 Critical Highway Repairs, North Carolina

1. Description: This was one of the first sections of I-95 built and is ranked by the Federal Highway Administration as a top priority and one of the most critical highway repairs needed. I-95 is the busiest interstate in the nation, and this section is a major freight corridor.

2. Authority: NC DOT

3. Cost: \$5.5 million

4. Jobs: 5,400 Direct Jobs

5. Status:

- 1.1 Engineering: in progress
- 1.2 Permitting: in progress
- 1.3 Funding: seeking Federal

FERC HEARING
WEDNESDAY
FEBRUARY 15
Hilton Garden Inn
Roanoke Rapids
5 – 9 p.m.

20. Atlantic Coast Pipeline

1. Description: The Atlantic Coast Pipeline (ACP) is an innovative natural gas pipeline that will serve multiple public utilities and their urgent energy needs in Virginia and North Carolina.

2. Authority: Dominion Energy

3. Cost: \$4.5 - \$5 billion

4. Jobs: 10,000 direct job years

5. Status:

- 1.1 Engineering - done
- 1.2 Permitting - done
- 1.3 Funding - private/utility

CENTER FOR ENERGY EDUCATION (C4EE)

- ▶ C4EE hosted Solar Science Day on January 28 in Enfield.
- ▶ Programming for 2017 underway.
- ▶ C4EE Chairman, Georg Vail, says construction will be completed this summer.

KLAUSNER INFRASTRUCTURE CONSTRUCTION

- ▶ Sewer – Contractor waiting for electrical extension to pump station
- ▶ Rail – Contractor is completing final items outlined by engineer
- ▶ Water is complete
- ▶ Requisitions for grant funds underway
- ▶ EDA Representative plans site visit on February 9th

MID-ATLANTIC EYE CENTER PROJECT

- ▶ Site visit today by Commerce as a part of Economic Infrastructure Application review.
- ▶ Rural Infrastructure Authority will make funding decisions on February 18th

Attachment A

SAFELITE INDUSTRIAL BUILDING

- ▶ Building continues to generate interest
- ▶ Safelite has signed 60-day option agreement with Binswanger (real estate group)
- ▶ 7 Inquiries in the month of January
- ▶ Project Fill visit on 1/11/17
- ▶ Project Fill visit on 1/27



HALIFAX CORPORATE PARK



- ▶ Patton Mechanical purchase of two-acre site complete
- ▶ Company is finalizing permitting required to begin construction

LITTLETON INDUSTRIAL BUILDING



- ▶ Interest in Littleton Building continues!!!
- ▶ Most recent upset bid is for purchase at \$370,700

FLAMBEAU & SONRISE PROPERTIES

FLAMBEAU BUILDING
ADVERTISING BEGINS IN MARCH



DEQ STILL REVIEWING BROWNFIELDS
APPLICATION (11 MONTHS)



ACTIVE PROJECTS

785 jobs
\$220 M

- Project Horizon**
 - 92 jobs
 - \$50 million investment
- Project TG**
 - 35 jobs
 - \$5.2 million investment
- Project Bio**
 - 20 Jobs
 - \$2 million investment

- Project Treat**
 - 65 jobs
 - \$25 million investment
- Project Rhino**
 - 40 jobs
 - \$8 million investment
- Project Falcon**
 - 80 jobs
 - \$9 million investment
- Project Pill**
 - 367 jobs
 - \$25 million investment

Project Berta

- 20 jobs
- \$2 million investment

- Project FreeBird**
 - 50 jobs
 - \$55 million investment
- Project PAK-DITZ**
 - 16 jobs
 - \$48 million investment

Project Bridge

- 155 jobs
- \$5.7 million investment

UPCOMING ECONOMIC DEVELOPMENT MEETINGS

- ▶ NCEDA Networking Luncheon with Commerce Secretary Tony Capeland – February 2
- ▶ Meeting with ECU regarding Industrial Hemp and Plant Extraction projects – February 6
- ▶ Halifax-Norhampton Regional Airport Authority – February 7
- ▶ Roanoke Valley Chamber Board – February 9
- ▶ US Highway 158 Planning Meeting with Warren County – February 13
- ▶ Center for Energy Education Board Meeting – February 14
- ▶ CCX Intermodal Project Meeting – February 15
- ▶ Turning Point Workforce Development Board – February 16
- ▶ Roanoke Valley Chamber Annual Dinner – February 16
- ▶ IEDC - Economic Development Marketing & Attraction – February 23-24
- ▶ NCEDA Mid-Winter Conference – March 14-15



Halifax County Economic Development Commission
250 Premier Boulevard
Roanoke Rapids, NC 27870
Phone: 252-619-2930
E-Mail: edc@halifaxdevelopment.com
Website: www.halifaxdevelopment.com

www.HalifaxCorporatePark.com
www.LittletonIndustrialBuilding.com
www.FlambeauBuilding.com

**MINUTES
COUNTY OF HALIFAX
BOARD OF COMMISSIONERS
REGULAR MEETING
March 6, 2017**

***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, March 6, 2017, 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
Ian Bumgarner, Senior Management Analyst
Mary W. Duncan, Finance Director
Cheryl Warren, Human Resources Management 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 Smith moved to approve the agenda as presented. Commissioner Manning 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. 2017 Halifax County Legislative Meeting

Chairman Bryant stated that each year the North Carolina Association of County Commissioners established three to five main goals during its Short Session. He further stated that this year, the Association had identified five main goals that the Board would be reviewing with its legislators, Honorable Angela R. Bryant, North Carolina Senate and Honorable Michael H. Wray, North Carolina House of Representatives. He thanked both Senator Bryant and Representative Wray on behalf of the Board of Commissioners and the citizens of Halifax County for all their hard work at the General Assembly.

He then reviewed the following 2017 North Carolina Association of County Commissioners Goals with Senator Bryant and Representative Wray:

Chairman Bryant stated that the first goal was to seek legislation to establish a new state-county partnership to address statewide public school capital challenges including but not limited to maintenance, renovation, construction, and debt through a dedicated, stable funding stream that was consistent from county to county and sufficient to meet the school facility needs of all 100 counties.

Chairman Bryant stated that the North Carolina Education Lottery Fund was established in 2005 with the purpose of assisting North Carolina 115 public school districts with capital needs. He further stated that he served on the State Committee for Education and the initial funding had decreased from 40% to approximately 16% - 17%. He advised that if the funding was returned to its original allocation, it would assist the Halifax County boards of education in addressing school capital needs.

Senator Bryant stated that she was in support of the goal to increase the share of lottery funds back to 40% for school construction that had been allocated to other areas of educational funding. She further stated that funds had been allocated to fund teachers, teacher assistants and need-based scholarships. She advised that the Governor's budget left the lottery capital funding at the current level of 17%. She further advised that the Governor was strongly in favor of a major 100 county solution to the school construction issue; however, she was disappointed that this issue was left out of the formal bond package recently passed. She explained that there were legislative committees who were reviewing the school capital issues and considering the difference in needs between rural and urban communities and the different amounts of tax base that could be used. She further explained that lottery funding was a complicated issue and that it was important to push the issue in the legislative session for a resolution.

She stated that even if the lottery funding was returned to 40%, it would not solve the major issues with the public schools aging infrastructure. She further stated that another challenge was the issue of charter schools, which were not eligible for capital funding. She advised that whatever the solution, it would probably have to include a solution that addressed the capital needs of charter schools.

Representative Wray stated that the General Assembly was facing the challenges of having new members, new Governor, new State school superintendent, school vouchers, charter schools, and the dismantling of the public school systems. He further stated that every child was important and deserved an opportunity. He advised that the State had to work on infrastructure and work on our schools. He further advised that the General Assembly had dealt with some public/private partnerships as far as charter schools, but the most important thing was to keep it moving forward and stay the course. He explained that it was going to be a tough road, but they would stay actively engaged.

Senator Bryant stated that if county commissioners could get support from key community partners regarding this issue, it would strengthen their presence towards a solution. She further stated that she would advise the Board in terms of what the movement was in the General Assembly on this issue.

Mr. Tony Brown, County Manager, stated that the Board had been engaging the school systems and the community college concerning the challenges the County faced regarding capital needs. He further stated that it was important to continue to work with the school systems and the community college as partners in trying to address the lost revenue for capital needs. He advised that there were many needs and the lottery funds would be of great assistance.

Chairman Bryant stated that the second goal was to seek legislation to repeal the statutory authority under North Carolina General Statute §115C-431(c) that allows a local school board to file suit against a county board of commissioners over county appropriations for education.

Representative Wray stated that anytime the county manager could sit down with school board leadership to work through the funding process, instead of resorting to costly litigation that it was better to work together.

Senator Bryant concurred with Representative Wray and stated that there had not been an alternative presented for the repeal of the statute. She inquired what a school district should do if the county commissioners would not fund their system at a level that would provide a quality education for each child in North Carolina, which was a constitutional right. She further stated that if this statute was repealed, it would not keep county governments from being sued. She advised that the statute provided a process that in some ways controlled the expense of litigation as there were some concrete steps that had to be performed before moving into full litigation. She further advised that this statute could be repealed; however, there needed to be a solution beyond a lawsuit, particularly on constitutional grounds. She explained that she understood the concern regarding the expense; however, there needed to be a balanced remedy.

Mr. Brown stated that the statute was a statewide issue. He further stated that the Board had a very good working relationship with all three school systems and the community college. He advised that meetings were held with all school systems to get an understanding of their school needs and challenges of the County before presenting those needs to the Board, which helped over the years to better understand the needs of both entities. He advised that his recommendation would be to have all of the counties have a forced conversation with their school boards before getting to the point of having a final budget decision and before the negotiations reached an impasse.

Commissioner Manning stated that even after the schools had presented their capital needs to the Board for funding, when meetings were held the art of negotiation dwindled into approving the request or be sued, which was of no benefit to students.

Chairman Bryant stated that the third goal was to support efforts to preserve and expand the existing local revenue base of counties, and oppose efforts to divert to the state fees or taxes currently allocated to the counties to the state. Oppose efforts to erode existing county revenue streams and authorize local option revenue sources already given to any other jurisdiction.

Senator Bryant stated that they watch very carefully for anything that caused county governments to lose money and that they have a strong base of support in the legislature in that regard. She further stated that what might hurt county governments more would be when State revenues would be reduced, funding for programs at the county level would also be reduced. She advised that there were some efforts to look at increasing revenue to the counties, particularly tier one counties. She further advised that there were continuing conversations regarding the formula for the distribution of sales taxes, etc. She explained that she supported the redistribution that occurred during the last biennium, which helped towns tremendously and that other options would continue to be explored.

Representative Wray stated that some members of the General Assembly had signed pledges to not increase taxes even on a local level. He further stated that other revenue streams should be sought out to ensure that the tax revenue decrease would not be passed on to county governments.

Senator Bryant stated that whenever issues such as these arose, this information would be passed along as early as possible to local governments to receive feedback regarding the local impact.

Representative Wray stated that even though there was a super majority in the General Assembly, there was still some bi-partisan support. He further stated that North Carolina was approximately the third fastest growing state in the United States and the ultimate end was that the General Assembly represented all citizens.

Chairman Bryant stated that the fourth goal was to support increased state funding for transportation constructions and maintenance needs, and support legislation to ensure that the STI funding formula recognizes that one size does not fit all and that projects in both rural and urban areas are prioritized and funded.

Representative Wray stated that he served on the Transportation Committee. He further stated that I-95 was one of the top 50 national projects across the United States; therefore, he was trying to be involved on a federal level. He advised that there were transportation needs in the County and he was working closely with Representative John A. Torbett, who was the senior chair on the Transportation Committee in the House of Representatives. He further advised that the Committee was going to look at the formula for urban versus rural because rural areas transportation needs were as important as urban areas transportation needs. He explained that there had been efforts to try to expand to the port of Chesapeake, opening up eastern North Carolina with a new road system. He further explained that Highway 64 had been designated as a federal highway.

Senator Bryant stated that transportation was an area where the new administration could really be helpful. She further stated that the Board should advised James Trogon, III, Secretary of the Department of Transportation, to make him aware of the County's needs and to convey the understanding that the current Strategic Transportation Investments formula did not work to the County's advantage.

Representative Wray stated that he and Senator Bryant were successful in getting funding for Halifax Community College in the amount of \$500,000 to construct a second entrance and exit on County Club Road. He further stated that with the construction of the second entrance, the Community College was an asset that could be used in case of a natural disaster.

Chairman Bryant stated that the fifth goal was to support legislation and funding to raise the age of Juvenile Jurisdiction from 16 to 18 with the exception of felony crimes.

Senator Bryant stated that she and Representative Wray were very happy to see the County's support. She further stated that juvenile justice issues was a movement she had been involved with the ten years that she has been in the General Assembly. She advised that she started with trying to prevent children from being shackled in court and then moved on from there. She further advised that she was somewhat disappointed that the County wanted the legislation limited to misdemeanors knowing that lower level, non-violent felonies, were the charges that hindered life chances for our children. She explained that the County's children were exposed to these types of felony convictions even in schools in relationship to the school resource officer. She further explained that our judicial system was completely out of sync with what a child in Virginia would experience in a similar situation because they were protected; whereas, children in North Carolina were not protected from lower level felony charges. She stated that she was happy for the support given and hoped that the legislation had bi-partisan support. She further stated that this legislation was the top priority of the North Carolina Supreme Court and the Administrative Office of the Courts. She advised that the district attorneys and the sheriffs were also supporting this legislation. She further advised that she was hopeful that the change in legislation would be what was advocated for, plus a little more relief for our young people by getting increased services for youth, which would need to be available if the age was raised. She explained that there would have to be support for the schools in terms of keeping children in school and proceeding on to a community college for a degree. She further explained that this issue was at the top of her list and was hopeful that the legislation would pass this session.

Representative Wray stated that the felony issue was something that should be reviewed as every child deserved an opportunity. He further stated that when going through teenage years and even as adults, sometimes wrong decisions were made. He advised that if someone was in a situation where they were guilty by association, that it should not be that way. He further advised that he and Senator Bryant wanted all children to have opportunities as they would rather have them be productive citizens, as it costs about \$90,000 to incarcerate a juvenile. He explained that people made mistakes and sometimes they should not be crucified for the rest of their lives for something that was a minor infraction.

Senator Bryant stated that this legislation did not eliminate, on the felony side, the discretion of the district attorney and the judge to charge a child as an adult for an offense that they deemed would be the appropriate path.

Commissioner Manning stated that he supported this legislation 100%, but believed the age threshold should be considered only in the criminal justice system and not in the school system.

Chairman Bryant thanked Representative Wray and Senator Bryant for participating in the 2017 Halifax County Legislative Meeting.

2. Consent Agenda

Commissioner Manning moved to approve the consent agenda as follows:

A. Tax and Solid Waste Releases and Refunds

February 2017 Refunds

- (1) Taxpayer: Gary S. and Deborah Pittman, 2525 Three Bridges Road, Roanoke Rapids, North Carolina 27870

A 2006 21' Monterey boat was double billed.

Parcel 12-03277

G01	\$146.00	2015
FRH	14.10	
SWL	<u>36.36</u>	
Total	\$196.46	

Total \$196.46

Grand Total \$196.46

In accordance with G. S. §105-380 and G. S. §105-381, the following figures were the tax bills that required release during the month of February 2017, but did not require a refund. Approval of the releases was required for the records to stand corrected.

Number of Accounts With Release Activity: 18

- 14 Assessing Corrections – Real Property
Six corrections were related to present use value deferrals regarding either late applications previously approved by the Board of Commissioners, data corrections or double-billings of rollbacks created in error by the billing software system. Three releases were for elderly/disabled or veterans exemptions that did not calculate correctly for billing. Four releases were to correct data for solid waste fees related to dwellings. One release was to correct a data entry error to the proper taxable value.
- 4 Assessing Corrections – Personal Property
Two releases were to correct ownership of mobile homes. One release was for a mobile home that was repossessed and documentation was provided. One release was to correct the value of business personal property per the proper depreciation schedule.

Years With Releases:	2015-2016
Total County Levy:	\$9,188.30
Total Solid Waste Fees:	\$1,246.88
Total Solid Waste Availability Fees:	\$413.26

A detailed report of the releases is on file in the County Manager's Office with the Clerk to the Board.

B. Request to Accept Grant Funds from Safe Kids North Carolina

Norma C. Merriman, Department of Social Services Director, requested that the Board approve the acceptance of grant funds from Safe Kids North Carolina as funds were issued to Safe Kids Halifax.

C. Request to Accept a Monetary Donation

Sheriff S. Wes Tripp, Sheriff's Office, requested that the Board approve the acceptance of a monetary donation from Calvary Baptist Church in the amount of \$1,800.

D. FY 2017-2018 Juvenile Crime Prevention Council - Operation Restart Grant

Arthur Whitehead, Cooperative Extension Director, requested that the Board approve the submission of the FY 2017-2018 Juvenile Crime Prevention Council - Operation Restart Grant application, the receipt of funds if awarded, and authorize the appropriate staff to execute the necessary documents.

Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

3. **Budget Amendments**

Mary W. Duncan, Finance Director, addressed the Board and presented the following budget amendments for approval.

1. General Government - Transfer surplus QSCB funds and close project \$ 66,884.65
2. Commodity Food Program - Reduce Fund Balance appropriation due to program ending December 31, 2016 9,329.00
3. Transfer and Support Services - Transfer funds from balance sheet to general budget for Unity and Success fundraising use 724.55
4. Home and Community Care Block Grant - Adjust budget per revision one 25,659.00
5. Sheriff - Budget insurance proceeds for an at-fault incident totaling patrol car 1,925.00
6. Health - WIC - Budget additional State funds 3,426.00
7. DSS - Reverse and reallocate Home and Community Care Block Grant per revision one 31,326.00
8. Cooperative Extension - Extension Agent Program - Budget donations for Cotton and Livestock Programs 1,575.00
9. Cooperative Extension - Extension Agent Program - Budget donations for Expanded Food Nutrition Education Program 2,000.00
10. Cooperative Extension – 4-H Program - Budget revenues from 4-H activities and arena rental 295.00
11. EMS - Budget 3% of Medicaid Supplement reimbursement for NCACC administrative fees 19,263.00
12. Reassessment Fund - Transfer funds for FY 2017 Operations 402,386.00
13. White Goods Handling Facility Project - Transfer surplus funds to General Fund and closeout project 21,205.27
14. QSCB - Transfer excess funds to General Fund and close out project 66,884.65
15. Water Construction Phase XI-A - Transfer excess funds to Water Department and closeout project 129,859.53
16. Transfer Station Project - Transfer excess funds to Solid Waste and closeout project 7,159.93

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|-----|---|------------|
| 17. | CWSRF Sanitary Sewer Project - Transfer excess funds to Water Department and close out project | 13,491.09 |
| 18. | White Goods Disposal Fund - Transfer surplus funds to General Fund and closeout project | 21,205.27 |
| 19. | Public Utilities - Water Department - Transfer excess funds to Water Department and closeout project | 129,859.53 |
| 20. | Public Utilities - Water Department - Transfer excess funds to Water Department and closeout project | 13,491.09 |
| 21. | Public Utilities - Water Department - Budget insurance proceeds related to damages of a water hydrant | 3,090.00 |
| 22. | Public Utilities - Solid Waste - Transfer excess funds to Solid Waste and closeout project | 7,159.93 |

Commissioner Qualls requested that the budget amendments be placed under the Consent Agenda in the future.

After a brief discussion was held regarding Reassessment Fund, Commissioner Smith moved to approve the budget amendments. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

4. Special Recognition - Reverend George E. Battle, Sr., Walnut Grove Missionary Baptist Church

Commissioner Johnson read and presented a letter of honor and commendation to Reverend George E. Battle, Sr., Walnut Grove Missionary Baptist Church, for his exemplary and dedicated service of 56 years as he retires as Pastor.

Commissioner Johnson moved to approve the letter of honor and commendation regarding Reverend George E. Battle, Sr., Walnut Grove Missionary Baptist Church. Commissioner Manning seconded the motion, which passed unanimously by voice vote.

5. Community Issues - William Hodge, Coalition for Education and Economic Security

William Hodge, Coalition for Education and Economic Security, addressed the Board and read the following:

The Coalition for Education and Economic Security presented data last month showing our county added only 2.3 jobs per year in the last seven years, an alarming public policy failure contributing to a job crisis in Halifax County. Two economic development reports provided county data which enable us to analyze North Carolina counties investment practices

compared to Halifax County. The North Carolina Association of County Commissioners showed in a recent budget and tax survey that North Carolina counties spent an average of \$683,000 per year on economic development. Halifax County reported it spent \$2,164,000, the eighth highest in the State, and the third highest per capita for the 15 counties which reported more than \$1,000,000 economic development expenditures. How did Halifax's investment compare to our neighboring counties? With the exception of Martin County, which had a one-time major expense, \$1,500,000, for a building, Halifax's economic development expenses were double the combined total of our six neighboring counties less the special \$1.5 Million expense. Data from the economic development survey showed that Halifax totals were more than the seven counties which had similar populations to Halifax, within 5,000 of Halifax's population. Astonishingly, we spent 73% more than the other seven counties combined.

Economic Incentives - County by County. In a separate study published in 2015, the authors document economic development incentive payments funded exclusively with county tax revenue over a five-year period. The report listed both approved agreements but not yet paid and paid incentive contracts. Halifax County had approved nine agreements valued at \$8.2 Million which was the eighth highest in the State and more than double the \$4.0 Million per 13 agreements, funding of our six neighboring counties combined. The Halifax agreements represented a \$151 per capita economic development commitment for county taxpayers, the third highest in the State. Halifax paid out \$1.68 Million compared to our neighboring counties combined total of \$1.5 Million.

6. Halifax County Parks and Recreation Advisory Board Presentation

Chester B. Williams, Halifax County Parks and Recreation Advisory Board Chairman, addressed the Board and provided a brief PowerPoint presentation regarding the Halifax County Parks and Recreation Advisory Board.

He stated that the Parks and Recreation Master Plan created a countywide recreation network, established a Parks and Recreation Advisory Board, and created a parks and recreation department. He further stated that over the past year the Parks and Recreation Advisory Board had completed the following: visited three proposed project sites, strategic planning with Rural Forward North Carolina, aligned support and communications with municipal parks and recreation departments, built relationships with recreation stakeholders, promoted and shared recreation opportunities, and initiated a Partners Approach to Community Health workgroup. He advised that the priority sites consisted of the Southeastern Halifax Communitywide Park which was the proposed Dawson School, Medoc Mountain State Park which was a State and regional park, and the 4-H Rural Life Center which was a district-wide park.

Mr. Williams stated that for the Southeastern Halifax Community Park the Board was considering the former Dawson School site, exploring a partnership hub model to provide multiple services for students and families, and a potential site for a communitywide park. He further stated that the Medoc Mountain State Park had a statewide bond referendum passed, planned community center building, proposed playground area, water and spray park, outdoor sports such as basketball and volleyball, enhancements to walking and bike trails, and a letter of support from the County for grant applications. He advised that the 4-H Rural Life Center

planned improvements to equestrian center, pond development, intergenerational fitness park, ballparks, fields and trails, boost economic development and tourism, positive impact on overall health and wellness, and would need support from Board of County Commissioners. He further advised that the Board was recommending the establishment of a county-wide parks and recreation department, hire a parks and recreation director and coordinator and establish three parks, start a County park foundation, make parks and recreation an annual funded budget item, financially support plans for 4-H Rural life Center to leverage other funding and matching opportunities. He recommended as a last resort the a one-cent tax increase that would render a return of approximately \$300,000 annually, which would fund the development of a parks and recreation department, coordination of existing parks and recreation assets and resources along with the initial programming. He noted that according to the Master Plan, Halifax County residents supported a tax increase for County recreation.

7. Roanoke Rapids Graded School District Early College Building Project – Transfer of Funds Request

Dr. Dain Butler, Superintendent of the Roanoke Rapids Graded School District, addressed the Board stating that at the January 3, 2017 Regular Meeting a request was approved for lottery funds in the amount of \$250,000. He stated that the Roanoke Rapids Graded School Board of Trustees agreed to match this amount from its local fund balance if the Board of Commissioners approved the release of lottery funds. He stated that on February 21, 2017, the Roanoke Rapids Graded School District Board of Trustees approved the use of local fund balance in the amount of \$250,000 to match the lottery funds that were released by the Board of Commissioners, which would allow for Phase I of the Early College Project that was presented to the Board at the January 3, 2017 Regular Meeting to be completely funded in the amount of \$500,000. He requested that the Board approve the transfer of the Roanoke Rapids Graded School District local fund balance in the amount of \$250,000 to its capital outlay fund for the Early College Project.

M. Glynn Rollins, Jr., County Attorney, addressed the Board stating that discussions were held with Rod Malone, Roanoke Rapids Graded School District's Attorney, regarding the request to transfer funds from the local current expense fund of Fund Balance to the capital outlay fund. He further stated that it was his opinion that the request was under the purview of North Carolina General Statute §115C-433(d), which was provided for the Board review. He advised that the statute required that any request to move funds to or from capital outlay required a resolution from the board of education outlining why it was an emergency unforeseen or unforeseeable. He further advised that it also required that the resolution not only be presented to the Board of Commissioners but also to the other school boards in the County for their comments. He explained that it was his opinion that the request as it was presented was not allowed under the statute. He further explained that Attorney Malone advised that he would be contacting him regarding this matter; however, to date had not been contacted.

Dr. Butler stated that General Statute §115C-433(d) referenced an emergency; however, the request was not an emergency. He further stated that North Carolina General Statute §115C-433(b) which addressed how funds had been transferred in the past, and similar to his current request, did not require a resolution from the board of education or a thirty-day public comment

period. He advised that the Early College Project had been discussed with Chairman Bryant and the County Manager since the November 10, 2016 Board of Trustees Meeting. He further advised that the request was not an emergency; however, would comply with whatever the Board of Commissioners recommended.

After a brief discussion was held regarding this matter, it was the consensus of the Board to defer action on this matter until the March 20, 2017 Regular Meeting in order to provide an opportunity for further discussion to be held regarding the General Statute §115C-433 by the attorneys.

8. One Million Gallon Ground Storage Tank - Change Order One

Greg Griffin, Public Utilities Director, addressed the Board regarding change order one to the Crom, Inc. contract for the construction of a one million gallon ground storage tank.

He stated that the County had a contract with Crom, Inc., in the amount of \$792,800 for the construction of a one million gallon storage tank to supply water for fire protection to industries locating in the area of the Klausner Lumber Two facility. He further stated that during construction it was determined that the material in portions of the subgrade beneath the tank base had unsuitable bearing capacity. He advised that it was recommended by S&ME Engineering that 161 cubic yards of unsuitable material in the subgrade be removed and replaced with 225 tons of stone. He further advised that the cost of this additional work was in the amount of \$12,204.50, would increase the construction contract in the amount of \$805,004.50, and add 41 days to the contract period.

Mr. Griffin requested that the Board approve change order one to the Crom, Inc., Tank Construction Contract in the amount of \$12,204.50 to replace 161 cubic yards of unsuitable base material with 225 tons of stone and increase the contract period by 41 days.

After a brief discussion was held, Commissioner Brewer moved to approve change order one to the Crom, Inc., Tank Construction Contract to replace 161 cubic yards of unsuitable base material with stone and increase the contract period by 41 days in the amount of \$12,204.50 from the Contingency Fund of the project. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

9. Audit Contract for Fiscal Year Ending June 30, 2017

Mary W. Duncan, Finance Director, addressed the Board requesting approval of a contract with Martin, Starnes and Associates for the preparation of the June 30, 2017 Audit and Annual Financial Information Report in the amount of \$69,925.

Ms. Duncan stated that the contract included an engagement letter that listed the responsibilities of the County, as well as the auditors, and described the scope of review. She further stated that the audit would be conducted in compliance with the Office of Management and Budget A-133 Compliance Supplement in regards to major programs and procedures. She advised that the audit would follow Generally Accepted Auditing Standards, as well as

Governmental Auditing Standards. She further advised that the contract was in the standard form used by the Local Government Commission and must be approved by the Local Government Commission after being signed by the County.

Ms. Duncan requested approval of the contract with Martin, Starnes and Associates for the preparation of the June 30, 2017 Audit and Annual Financial Information Report in the amount of \$69,925.

After a brief discussion was held and concerns were expressed regarding the past performance of Martin, Starnes and Associates and why bids were not received from other auditing firms, it was the consensus of the Board that next year bids be received for audit services.

Commissioner Smith moved to approve the contract with Martin, Starnes and Associates for the preparation of the June 30, 2017 audit and Annual Financial Information Report in the amount of \$69,925. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

10. Littleton Industrial Building, Acceptance or Rejection of Final Upset Bid

M. Glynn Rollins, Jr., County Attorney, addressed the Board regarding whether to accept or reject a final upset bid for the purchase of the Littleton Industrial Building property.

Mr. Rollins stated that on November 18, 2016, the Board received an unsolicited offer to purchase certain County property located at 231 U. S. Highway 158 East, Littleton, North Carolina, the Littleton Industrial Building property, from Wilfred Elliott "Buddy" Isles, Jr. for a purchase price of \$300,000 under a lease/purchase arrangement. He further stated that on November 21, 2016, the Board authorized the sale of the property by the upset bid process outlined in G. S. §160A-269. He advised that after several rounds of upset bidding, the last qualified upset bid received was from Mr. Isles for a cash purchase price of \$370,700 with no lease/purchase conditions. He further advised that the County received a recent appraisal of the property in the amount of \$550,000. He explained that regardless of whether the Board accepted or rejected the last bid Mr. Isles was required to reimburse the cost of all legal advertising.

Mr. Rollins requested that the Board decide whether to accept or reject the last upset bid for the purchase of the Littleton Industrial Building property located at 231 U. S. Highway 158 East Littleton, North Carolina and adopt the appropriate resolution (See Attachment A).

Commissioner Brewer inquired how long the building had been unoccupied. Cathy A. Scott, Economic Development Director, address the Board stating that the building had been unoccupied since 2000. She further stated that LSA America was had an interim lease for at least two years and paid no rent.

Commissioner Manning inquired how Mr. Isles intended to use the property.

Wilfred Elliott “Buddy” Isles, Jr., addressed the Board and provided a brief history of his life and his business that began in 1974. He stated that he and his son had lived in Littleton their entire life and was interested in the Littleton Industrial Building in order to expand his business as he was in need of additional space. He further stated that he currently had nine employees and if he was allowed to expand he could have a total of 15 to 20 employees the first year. He advised that not only would he be working with cars but expanding to an auto parts store, used car sales, U-Haul rentals, recycling aluminum, and leasing a part of the building to others to operate a business. He further advised that the property of his current business had no room for growth in acreage and when the Littleton Industrial Building became available he decided to contact Mrs. Scott. He stated that the full body auto repair business was kept neat and orderly and if provided an opportunity his business in the Littleton Industrial Building would be an asset to the Town of Littleton. He thanked the Board for the opportunity to purchase the property.

Commissioner Manning inquired if there would be outside storage on the lot for repaired cars or unrepaired cars. Mr. Isles stated that the property could house 200 cars. He further stated that nonoperational cars would be stored on his property in Warren County. He advised that the property was zoned light industrial which meant that he could not store any equipment over a month unless it was behind a private fence. He further advised that he strived to have a clean and well managed shop.

Commissioner Brewer inquired if the County would have to repay any funds received on the Littleton Industrial Building. Mrs. Scott stated that written confirmation had been received that no funds were owed on the Littleton Industrial Building. Commissioner Qualls inquired who the written confirmation was from. Mrs. Scott responded from Rural Development. She stated that the letter stated that the project was closed and no further action was needed.

Chairman Bryant inquired when the advertisement cost would be paid. Attorney Rollins stated that if the Board decided to accept the offer; the advertisement cost would be reimbursed during the closing as part of the closing cost in the settlement. He stated that if the Board decided to reject the offer, the advertisement cost would be reimbursed from the upset bid deposit. Chairman Bryant further inquired if there would be a commission cost regarding the realtor. Mrs. Scott stated that there would not be a commission cost because the agreement the County had with the Stump Corporation excluded conversations and work with Mr. Isles.

Commissioner Johnson stated that she had been contacted by several residents from the Littleton community and their comments were that Mr. Isles had been a good steward in the Littleton community and requested that the Board take a serious look at his bid.

Heidi Hogan, Town of Littleton Commissioner, addressed the Board stating that she wanted Littleton to grow safely and be an inviting place for people to live. She further stated that representatives from the Town of Littleton addressed the Board in regards to allowing a school to be housed in the Littleton Industrial Building in the amount of \$700,000. She advised that there was some differences in opinion regarding that transaction and how the school was to proceed. She further advised that she stood before the Board with a heavy heart when the school was lost. She explained that the Town of Littleton was not rejecting any business in that building

and was requesting that the Board assist the Town of Littleton to continue to grow safely and be a place that would attract other businesses.

Commissioner Smith stated that in the past he had inquired of the profit that the County had received from the Littleton Industrial Building. He stated that when he was elected to the Board of Commissioners Window Fashions was inherited and then LSA located in the building which was terminated. He advised that Mr. Isles addressed the Board with a proposal to purchase the building and that the Town of Littleton would be in control of any zoning matters that may arise. He further advised that the proposal would potentially create additional jobs and revenue for the County as it relates to the sale and the taxes paid on the building.

Commissioner Smith moved to accept the bid from Wilfred Elliott “Buddy” Isles, Jr. for the Littleton Industrial Building property in the cash purchase price amount of \$370,700 and to adopt the resolution. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

11. Board Appointments

Amphitheater Advisory Board

Commissioner Johnson moved to reappoint William Cox, Jeff Dickens, Judy Evans-Barbee and Curtis Strickland to serve on the Amphitheater Advisory Board, terms expiring March 31, 2020. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

Central Communication Advisory Board

Commissioner Manning moved to appoint Richard Pulley to replace John Bellamy to serve on the Central Communication Advisory Board, term expiring October 31, 2019. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

Choanoke Public Transportation Authority

It was the consensus of the Board to defer action on Choanoke Public Transportation Authority.

Halifax Community College Board of Trustees

Commissioner Qualls moved to appoint Michael Mills to fill the unexpired term of Scott Richardson, on the Halifax Community College Board of Trustees, term expiring June 30, 2019. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

Commissioner Smith moved to reappoint Marie Robinson to serve on the Halifax Community College Board of Trustees, term expiring June 30, 2021. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

Regional Aging Advisory Council

Commissioner Johnson moved to appoint William Mueller to replace James Walden on the Regional Aging Advisory Council as the North Carolina Senior Tar Heel ex-officio member. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

Tourism Authority

Commissioner Manning moved to appoint Stacey Senters to serve the unexpired term of Shawn Gravelle on the Tourism Authority, term expiring July 31, 2017. Commissioner Qualls seconded the motion, which passed unanimously by voice vote.

12. Economic Development Report

Cathy A. Scott, Economic Development Director, addressed the Board and reviewed the Halifax County Economic Development Commission Activity Report (See Attachment B).

Mrs. Scott requested that the Board approve a change order with Civil Smith, LLC, Rail Contract Administration and Construction Observation regarding Klausner Lumber Two Rail Infrastructure in the amount of \$7,500. She stated that the description of services included the following: administer contract documents such as notice of award, notice to proceed, change orders, payment request review, final acceptance and form of closeout; respond to contract RFIs; monitor project milestones schedule and report to stakeholders; review track construction materials submittals; provide approvals and/or rejections for materials submitted as appropriate; site visits to observe construction progress and adherence to grading, drainage, erosion and sediment control and track construction standards; provided detailed reports of construction observation and submit to the County and industry for their review; and provide additional construction observation visit and surveying to confirm rail sub-contractor repairs.

After a brief discussion, Commissioner Manning moved to approve a change order with Civil Smith, LLC, Rail Contract Administration and Construction Observation regarding Klausner Lumber Two Rail Infrastructure in the amount of \$7,500. Commissioner Qualls seconded the motion, which passed unanimously by voice vote.

Mrs. Scott requested that the Board adopt an authorizing resolution for the North Carolina Department of Commerce Rural Building Demolition Grant Program application, the receipt of funds, if awarded, and authorize the appropriate staff to execute the necessary documents (See Attachment C).

She stated that the Rural Building Demolition Grant application was due March 20, 2017 which included the following: up to \$75,000 available for buildings 100,000 square feet or less; buildings must be vacant for three years prior to the demolition; unit of local government must have control of property; local government must contribute a 25% cash match for the total project cost; local government must commit not to allow the property to be used for ineligible uses that include government parking, recreation, and housing for at least three years after the award date; and no job commitment required, but there must be a reasonable expectation of

private job creation and investment. She further stated that the cost estimate from Rightmyer Machine Rentals to remove all buildings, building debris, foundations, fallen tree, and close the wells completely was in the estimated demolition and clearance cost in the amount of \$30,940, which consisted of the proposed grant request \$23,205 and the local match from the Seed Account \$ 7,735.

Commissioner Manning moved to adopt an authorizing resolution for the North Carolina Department of Commerce Rural Building Demolition Grant Program application, the receipt of funds, if awarded, and authorize the appropriate staff to execute the necessary documents. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

13. County Manager's Report

Tony N. Brown, County Manager, addressed the Board and introduced Dr. Michael A. Elam, ED. D., Halifax Community College President. He stated that Dr. had been selected as the fifth President of Halifax Community College. He further stated that Dr. Elam was formerly President at Roanoke-Chowan Community College in Ahoskie, North Carolina.

Dr. Michael A. Elam, ED. D., Halifax Community College President, addressed the Board and expressed appreciation for the warm reception received from the Halifax Community College Board of Trustees, Halifax Community College staff, and the community. He further expressed his delight in serving as the Halifax Community College President as he had begun working with several organizations within the community in order to work together in a concerted effort to provide higher education to the citizens of Halifax and Northampton counties. He stated that he was born in Henderson, North Carolina, but grew up in Philadelphia, Pennsylvania. He advised that he looked forward to working with the Board of Commissioners.

14. County Attorney's Report

M. Glynn Rollins, Jr., County Attorney, addressed the Board and provided a brief update regarding the Community Development Block Grant Trihalomethane Project. He stated that in early March the project was advertised for bids; however, no bids were received. He further stated that the project was rebid and two bids were received that exceeded the project budget in the amount of \$605,000. He advised that the project needed to be scaled down, which required a public hearing that was scheduled for the March 20, 2017 Regular Meeting.

Attorney Rollins provided a brief update regarding the option that the County had on the Boggs property that was adjacent to the Roanoke Valley Chamber of Commerce. He stated that the County assigned its option to the Roanoke Valley Chamber of Commerce which had been exercised and the closing on the purchase of the property was scheduled for March 12, 2017.

15. Other Business

Commissioner Qualls, Hunting Committee Chairman, addressed the Board stating that a meeting had been held regarding hunting in Halifax County. He provided the Board with a copy of the proposed local legislation that would be discussed in a meeting with the hunting clubs at

which time feedback would be received (See Attachment D). He further stated that the Hunting Committee would meet again in the near future to discuss the procedures of the meeting with the hunting clubs.

16. Closed Session

Commissioner Manning moved that Closed Session be entered under N. C. G. S. §143-318.11 to discuss Legal Matters regarding the Forest Hill Parking Lot Litigation. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

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

17. Adjourn until the March 20, 2017 Regular Meeting

With there being no further matters to come before the Board, Commissioner Smith moved to adjourn the meeting until March 20, 2017 Regular Meeting at 5:30 P. 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

RESOLUTION TO ACCEPT FINAL UPSET BID ON COUNTY PROPERTY
BEING SOLD BY NEGOTIATED OFFER AND UPSET BID PROCESS
PURSUANT TO N. C. G. S. 160A-269

WHEREAS, Halifax County (County) owns certain real property, including improvements thereon, located at 231 U.S. Highway 158 East, Littleton, North Carolina, and further identified by reference to tax parcel No. 07-04165 (the "Property"); and

WHEREAS, G.S. 160A-269 permits the County to sell property by upset bid, after receipt of an offer for the property; and

WHEREAS, on November 18, 2016, the County received an offer to purchase the Property for the amount of \$300,000.00, submitted by Wilfred Elliot "Buddy" Isles, Jr. (Isles) upon certain terms and conditions as set forth in the offer to purchase and accompanied by the required 5% deposit; and

WHEREAS, on November 21, 2016, after considering the offer to purchase from Isles, the Board of Commissioners authorized the sale of the Property by upset bid pursuant to G.S. 160A-269; and

WHEREAS, on December 6, 2016, after advertisement as required by law, the County received a qualified upset bid for the purchase to the Property in the amount of \$320,000.00, submitted by Kenneth C. Carroll (Carroll), accompanied by the required upset bid deposit; and

WHEREAS, on December 22, 2016, after advertisement as required by law, the County received a qualified upset bid for the purchase to the Property in the amount of \$336,050.00, submitted by Isles, accompanied by the required upset bid deposit; and

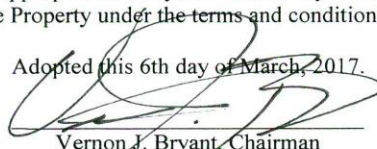
WHEREAS, on January 16, 2017, after advertisement as required by law, the County received a qualified upset bid for the purchase to the Property in the amount of \$353,000.00, submitted by Carroll, accompanied by the required upset bid deposit; and


WHEREAS, on January 30, 2017, after advertisement as required by law, the County received a qualified upset bid for the purchase to the Property in the amount of \$370,700.00, submitted by Isles, accompanied by the required upset bid deposit; and

WHEREAS, after further advertisement as required by law, no further upset bids were received and the aforementioned upset bid from Isles dated January 30, 2017, was the last qualified bid received on the Property;

NOW, THEREFORE, BE IT RESOLVED, that the final upset bid of \$370,700.00 made by Wilfred Elliott "Buddy" Isles, Jr., a copy of which is attached to this resolution, be and hereby is accepted, and the Chairman of the Halifax County Board of Commissioners and appropriate county staff are hereby authorized to execute such instruments as may be needed to effect the sale of the Property under the terms and conditions set forth in the upset bid.

Adopted this 6th day of March, 2017.


Vernon J. Bryant, Chairman
Halifax County Board of Commissioners


Andrea H. Wiggins, M.A.
Clerk to the Board

Attachment B

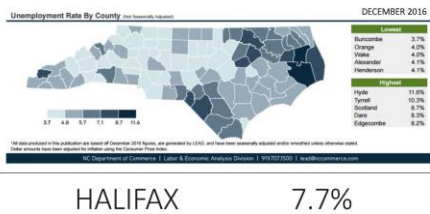
ECONOMIC DEVELOPMENT UPDATE

HALIFAX COUNTY BOARD OF COMMISSIONERS
MARCH 6, 2017



ECONOMIC DEVELOPMENT MEETINGS

Private Industry Council Planning Meeting – February 1
NCEDA Networking Luncheon with Secretary Copeland – February 2
Commerce-Rural Development Site Visit – February 6
US Highway 158 Planning Meeting – February 13
CCX Intermodal Regional Economic Developers Meeting – February 15
Federal Energy Regulatory Commission (FERC) Hearing for ACP – February 15
Halifax County CVB Board Meeting – February 21
Amtrak Station/Stop Planning Meeting – February 21
Halifax County Economic Development Commission – February 23
Roanoke Valley Chamber of Commerce Annual Meeting – February 23
Enfield Resource Meeting – February 28
Region I Comprehensive Economic Development Strategy (CEDs) Meeting – February 28



ATLANTIC COAST PIPELINE

FERC Hearing on Draft Environmental Impact Study held on February 15
HCEDC Board Members attended to support

Several groups organizing against pipeline construction

No taps planned for Halifax County at this time (location of taps requested)



TRADE NC BRANDING INITIATIVE

Five-County Branding Initiative (Halifax, Northampton, Hertford, Bertie and Gates)

NCSU-IES completing branding study and recommendations for collective marketing

NCSU-IES presented recommendations on March 2



Roanoke Electric Cooperative

PRIVATE INDUSTRY COUNCIL

Partnership to reinvigorate Private Industry Council for Halifax County

Target for first meeting in April

Next planning meeting – March 7



US HIGHWAY 158

Meeting with Warren and Halifax County representatives to discuss US 158 improvements

Commitment to move initiative forward

Initial collaboration suggested with Hertford, Northampton, Warren & Halifax Counties

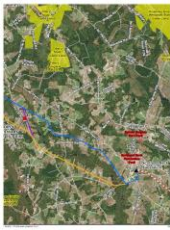


AMTRAK INITIATIVE

Working with consultant to determine feasibility of Amtrak stop in Weldon

Meeting held with NCDOT Board Member, Gus Tullos, on February 21st

Attachment B



DOMINION INVESTMENTS

Scotland Neck – South Justice Branch Reliability Project

- New 115kV transmission line between Scotland Neck and South Justice Branch Substations to add reliability and switching capabilities
- Expand Scotland Neck and South Justice Branch substations
- Allows for a potential future project to connect HEMC's Dawsons Crossroads station to the new network line
- Permitting Underway

Other projects planned which improve energy infrastructure in Halifax County

ENFIELD BUSINESS LEADERS MEETING



HCEDC, Halifax Convention & Visitors Bureau, HCC Small Business Center, and Roanoke Valley Chamber of Commerce

Mission to provide information and resources to support community and business needs

Number one issue raised by Enfield businesses is the cost of electricity

TOP 100 MICROPOLITANS



The Roanoke Rapids Micropolitan Statistical Area, as defined by the United States Census Bureau, is an area consisting of two counties in North Carolina, anchored by the city of Roanoke Rapids.



SUNFLOWER SOLAR

Solar Project on US Highway 301 rapidly moving forward

Construction has begun on Solar Project on American Legion Road



LITTLETON BUILDING UPDATE

No upset bids received on last round ending on February 13

Buddy Isles offer of \$370,700 will be presented to Board of Commissioners

Offer to purchase with closing in 30 days

CAROLINA CHIPS

Company is constructing chipping facility onsite at KapStone Paper

- \$48 million investment
- 16 jobs

As of December 31, company has three full-time employees

Construction will be completed this year

Halifax County received Golden LEAF grant for Roanoke Outfall relocation, which is complete



SONRISE INDUSTRIAL CENTER

FINALLY Movement by Division of Environmental Quality

DEQ representative working on formal Brownfields Agreement for the site

Owner, Stan Speelman, visited in February



HALIFAX CORPORATE PARK



Four new inquiries for the Halifax Corporate Park in February

- Two food manufacturers

Patton Mechanical ready to begin construction

- Waiting for clearance from DEQ regarding Soil & Sedimentation Control Plan

Attachment B

FLAMBEAU BUILDING



Marketing push for Flambeau Building
Ads being developed for April, May and June issues of Site Selection and Plastics News magazines

SAFELITE BUILDING



Binswanger Group has 60 day option to purchase for the Safelite Building
Binswanger is working with company that may be interested in leasing the facility
Binswanger tells me to continue to market the building

KLAUSNER INFRASTRUCTURE CONSTRUCTION



Completed well installation at R2 site

Klausner rail and water substantially complete

Final infrastructure payments and requisitions for state and federal funding underway

Klausner corporate officials planning visit during the week of March 17 (tentative)



MEHERRIN RIVER FOREST PRODUCTS

Company is progressing rapidly with kiln upgrades

HCEDC working with company and NCDOT on entry road improvements for natural gas extension



PROJECT BIO

Continuing efforts in support of pilot and commercial extraction facilities in Hobgood

Meeting with East Carolina University and company representatives on February 6

Meeting with equipment manufacturer/partner on February 15

ACTIVE PROJECTS

612 jobs
\$286 M

Project Horizon <ul style="list-style-type: none"> • 62 jobs • \$50 million investment 	Project Treat <ul style="list-style-type: none"> • 65 jobs • \$25 million investment 	Project Berta <small>BUILDING REUSE GRANT APPROVED</small> <ul style="list-style-type: none"> • 20 jobs • \$2 million investment
Project TG <ul style="list-style-type: none"> • 35 jobs • \$5.2 million investment 	Project Rhino <small>VISIT PLANNED 4-4-17</small> <ul style="list-style-type: none"> • 40 jobs • \$8 million investment 	Project FreeBird <small>ED AGREEMENTS SIGNED</small> <ul style="list-style-type: none"> • 50 jobs • \$55 million investment
Project Bio <ul style="list-style-type: none"> • 20 Jobs • \$2 million investment 	Project Falcon <small>VISIT PLANNED 3-17-17</small> <ul style="list-style-type: none"> • 80 jobs • \$9 million investment 	Project PAK-DITZ <small>ED AGREEMENTS SIGNED</small> <ul style="list-style-type: none"> • 16 jobs • \$48 million investment
Project Bridge <small>APPROXIMATE OVER BRIDGE</small> <ul style="list-style-type: none"> • 155 jobs • \$5.7 	Project Orange <ul style="list-style-type: none"> • 162 jobs • \$79 million investment 	Project Mid-Atlantic <small>ED AGREEMENTS SIGNED</small> <ul style="list-style-type: none"> • 6 Jobs • \$3.2 million investment
		Project AC (Patton Mechanical) <small>ED AGREEMENTS SIGNED</small> <ul style="list-style-type: none"> • 6 jobs • \$.25 million investment

UPCOMING ECONOMIC DEVELOPMENT MEETINGS

Broadband Planning Meeting – March 1
TRADE NC Branding Study Presentation – March 2
Private Industry Council Planning Meeting – March 7
Roanoke Valley Chamber Board of Directors – March 9
Project Margaret Visit – March 13
NC Economic Developers Association Mid-Winter Conference – March 14-15
Economic Development Partnership Of NC Open House – March 15
Halifax County CVB Board Meeting – March 15
HCEDC Board of Directors Meeting – March 23



Halifax County Economic Development Commission
260 Premier Boulevard
Roanoke Rapids, NC 27870
Phone: 252-519-2630
E-Mail: ed@halifaxdevelopment.com
Website: www.halifaxdevelopment.com

www.HalifaxCorporatePark.com
www.LittonIndustrialBuilding.com
www.FlambeauBuilding.com

Attachment C

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

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

AUTHORIZING RESOLUTION FOR THE NORTH CAROLINA DEPARTMENT OF COMMERCE BUILDING REUSE PROGRAM

WHEREAS, The North Carolina Department of Commerce operates the Building Reuse Program with funding provided by the North Carolina General Assembly, and

WHEREAS, The Building Reuse Program is offered to stimulate job creation in rural communities by supporting the reuse of existing and vacant buildings that will create new jobs; and

WHEREAS, Halifax County intends to request grant assistance from the Building Reuse Program to support the reuse of an existing buildings in the County that will be renovated to create new jobs, commonly referred to as the Project Preserve Renovation Project;

NOW THEREFORE BE IT RESOLVED, BY THE HALIFAX COUNTY BOARD OF COMMISSIONERS:

That Halifax County will make application to the North Carolina Department of Commerce for up to \$250,000 in Building Reuse Program funds and the private business will create 20 new jobs and provide funding for all remaining costs of the total project, estimated at \$2,700,000.

That if approved for a grant, Halifax County has approved \$12,500 in required matching funds for the project.

That Halifax County will provide for efficient operation and maintenance of the project on completion of construction thereof.

That Vernon J. Bryant, and successors so titled, is hereby authorized to execute, file, and accept an application on behalf of the Halifax County with the North Carolina Department of Commerce for a grant to assist in the construction of the project described above.

That Vernon J. Bryant, and successors so titled, is hereby authorized and directed to furnish such information as the North Carolina Department of Commerce may request in connection with such application or the project; to make the assurances as contained above; and to execute such other documents as may be required in connection with the application.

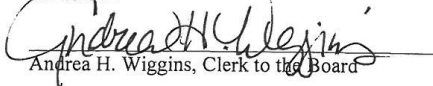
That Cathy A. Scott, Executive Director of the Halifax County Economic Development Commission, is authorized as the contact for Halifax County for information regarding the Project Timber Renovation Project;

That Halifax County has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, and ordinances applicable to the project and to the grants pertaining thereto.

Adopted this the 19th day of June, 2017 in Halifax County, North Carolina.


Vernon J. Bryant, Chairman

ATTEST:


Andrea H. Wiggins, Clerk to the Board

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.

In God We Trust

See Attachment D

Proposed Local Legislation Regarding Hunting in Halifax County

“The Hunting Safety and Protection Act”

Sec. 1. It shall be unlawful for any person to take or kill any deer, bear or turkey with the aid of any boat or floating device from or on lands adjoining the Roanoke River between the Roanoke Rapids Dam and the Halifax-Martin County line. The same shall also be unlawful from or on lands adjoining Fishing Creek from the Warren-Halifax County line to the Halifax-Edgecombe County line. This provision shall only apply on the waters of the Roanoke River and Fishing Creek, and on adjacent lands in Halifax County adjoining the water's edge on the southern side of the Roanoke River and the northern side of Fishing Creek.

Sec. 2. It shall be unlawful to hunt deer or other wild animals with a dog unless the dog has a collar with the dog owner's name, address and telephone number.

Sec. 3. It shall be unlawful to chase deer or other wild animals with dogs, or permit a dog to chase deer or other wild animals between April 1 and June 30. This prohibition shall not apply to wild game pens.

Sec. 4. It shall be unlawful to hunt or trap wildlife or attempt to hunt or trap wildlife on the land of another, or to fish on the land of another, without having on one's possession while hunting, trapping or fishing, the written permission of the owner or lessee of that property, signed and dated for the current hunting, trapping or fishing season.

Sec. 5. It shall be unlawful to hunt deer, bear, fox or coyote with dogs without having possession, while hunting, of written proof of permission to hunt on the property where the dogs are released or allowed to run; provided further, that the total area of contiguous property for which permission to hunt with dogs is held shall be at least 300 acres. Written proof of permission to hunt shall include the name, address and telephone number of the property owner granting such permission, and identification of the tract of land by reference to its correct county tax parcel number.

Sec. 6. Any person, association of persons, or any firm or corporation violating the provisions of this act shall be guilty of a misdemeanor, and upon conviction shall be fined a sum not to exceed \$250 for a first offense, \$500 for a second offense, and \$500 plus confiscation of all firearms in possession at the time of a third or subsequent offense.

Sec. 7. All law enforcement officers of the county and State, including wildlife game protectors, are hereby authorized, and it shall be their duty to aid in the enforcement of this law.

Sec. 8. Sections 2 through 6 shall apply to Halifax County.

**MINUTES
COUNTY OF HALIFAX
BOARD OF COMMISSIONERS
REGULAR MEETING
March 20, 2017**

***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, March 20, 2017, 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
Ian Bumgarner, Senior Management Analyst
Mary W. Duncan, Finance Director
Cheryl Warren, Human Resources Management 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 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. Halifax County Public Library Quiz Bowl Awards

Ginny Orvedahl, Library Director, addressed the Board requesting the distribution of awards to the five school libraries that participated in the Halifax County Public Library Quiz Bowl on March 15, 2017.

She stated that the Board appropriated \$1,000 in the FY 2016-2017 Budget to be awarded to the school libraries of the teams that participated. She further stated that the Quiz Bowl was an academic competition among high school students in grades nine through twelve. She advised that the following teams participated: Halifax Academy, KIPP Pride High School, Roanoke Rapids High School, Roanoke Valley Early College and Southeast Halifax High School. She requested that the Board present awards to the five participating schools.

Chairman Bryant presented the following awards: first place award in the amount of \$450 to Halifax Academy, second place award in the amount of \$250 to KIPP Pride High School, third place award in the amount of \$125 Roanoke Rapids High School, fourth place award in the amount of \$100 to Roanoke Valley Early College, and fifth place award in the amount of \$75 to Southeast Halifax High School.

Ms. Orvedahl stated that a representative from KIPP Pride High School was not present to receive the second place award in the amount of \$250; however, a check would be presented to the school. She thanked the Board for its support.

Chairman Bryant applauded the efforts of the schools and wished Halifax Academy success as it moved forward in the regional competition.

2. Public Hearing - 2013 Community Development Block Grant Infrastructure Project

J. Michael Scott, Progressive Resources and Opportunities, addressed the Board stating that the purpose of the public hearing was to inform the public of a change in the scope of work originally proposed in the 2013 Community Development Block Grant - Infrastructure Grant.

He provided a brief timeline of the 2013 Community Development Block Grant - Infrastructure Grant Project. He reminded the Board that the project was funded with Community Development Block Grant funds administered by the Division of Environmental Quality, which was assigned the responsibility of the program in late 2012. He stated that the funds were allocated to the State by the U. S. Department of Housing and Urban Development. He further stated that the application was originally submitted to the Division of Environmental Quality on April 1, 2014. He advised that the County received a letter dated August 4, 2014, which was a notice of intent to fund the project. He further advised that the Department of Commerce had always administered the North Carolina Community Development Block Grant

Program and now the Department of Environment and Natural Resources was administering the infrastructure program, which required the development of an agreement.

Mr. Scott stated that in August 2014, the County received a letter of intent that indicated that even though the grant had been approved and awarded, no funds could be obligated until the grant agreement was received. He further stated that the grant agreement was received in June 2015, which was executed and returned to the Department of Environment and Natural Resources. He advised that funds were received along with a detailed timeline and deadline regarding compliance activity. He further advised that the County engineer and administrator adhered to the timeline provided by the Department of Environment and Natural Resources.

He stated that in January 2017, the County solicited bids from qualified contractors to perform a scope of work regarding the Trihalomethane Reduction Project. He further stated that the overall budget of the project was in the amount of \$885,000. He advised that a summary of the original work to be completed with the project, as well as the proposed change in scope, were as follows: Original Scope of Work - Install Trihalomethane reducing equipment at the 1,000,000 gallon ground storage tank located in Halifax, North Carolina, and the 500,000 gallon elevated water storage tank located west of Roanoke Rapids on U. S. Highway 158. Revised Scope of Work - Install Trihalomethane reducing equipment at the 1,000,000 gallon ground storage tank located in Halifax, North Carolina. He further advised that the purpose of the revised scope of work was because the cost for this work had increased significantly since the project was originally designed in 2013. He explained that there were insufficient grant funds available to complete the work on both water tanks. He further explained that the County had submitted a letter to the Department of Environment and Natural Resources requesting an extension, which was subsequently approved.

Chairman Bryant inquired if there were any questions from the Board regarding the change in the scope of work originally proposed in the 2013 Community Development Block Grant - Infrastructure Grant.

Commissioner Qualls inquired if the project was being reengineered. Mr. Scott responded that the entire project had been engineered and the plans and specification had been approved by the Department of Environment and Natural Resources. He further stated that currently the project was rebid to install Trihalomethane reducing equipment at the 1,000,000 gallon ground storage tank located in Halifax.

Commissioner Manning stated that he had reviewed the plans the previous year and noticed the missing signature of Mr. Green, which concerned him. He further stated that professional engineer was stamped on the plans and upon further review he began to remove pages which he had questions that was dated September 2016. He advised that the signature line was for Chairman James Pierce who had not served as Chairman of the Halifax County Board of Commissioners since 2014. He further advised that there was a signature of a professional engineer that the information was correct, which meant that someone did not do their homework. He expressed concerns regarding the credentials and credibility of the professional engineer. He explained that upon further review the 500,000 gallon ground storage tank on U. S. Highway 158 had wires going up to the main switch that was on the tank and not on the ground. He further

explained that he did not believe that Mr. Green would place a switch to disconnect power at the top of the tank instead of the bottom. He expressed concern that upon receiving the maps and diagrams he noticed there were pipes penetrating the tank and wondered if approval was received from the tank manufacturer. He further expressed concern that if the County allowed the contractor hired by Mr. Green to move forward and problems were later found, the County would be held liable.

E. Leo Green, Jr., Green Engineering, PLLC, addressed the Board and stated that Green Engineering always contracted with an electrical engineer, as his firm consisted of civil engineers. He further stated that this electrical engineering firm had been hired for several projects in the past. He advised that the plans were up to the national electrical code and the disconnect switch had to be within site of the motors, which was why the disconnect switch was located on the catwalk instead of down on the ground. He further advised that he had seen numerous installations similar to what was being proposed, which was standard procedures. He explained that the original drawings of the tank included small penetrations which were safe, in accordance with the specifications, and was approved by a certified tank engineer. He further explained that he did not design water tanks; however, he did depend on the expertise of the tank manufacturer.

Commissioner Smith inquired if the funds had been released. Mr. Scott responded yes. Commissioner Smith inquired if he anticipated any further delays. Mr. Scott responded no.

Commissioner Manning inquired if Mr. Green would be utilizing the current plans that were already in place. Mr. Green responded that he would be deleting the items that were removed from the scope of the project.

With there being no further questions from the Board, Commissioner Manning moved that the public hearing be opened. Commissioner Qualls seconded the motion, which passed unanimously by voice vote.

Chairman Bryant inquired if there was anyone from the public who wished to comment regarding a change in the scope of work originally proposed in the 2013 Community Development Block Grant - Infrastructure Grant.

With there being no comments from the public, Commissioner Smith moved to close the public hearing. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

3. Community Services Block Grant Program Funding Decrease

Sallie P. Surface, Executive Director, Choanoke Area Development Association, addressed the Board and presented a brief PowerPoint presentation regarding the Community Services Block Grant Program. She stated that the purpose of the presentation was to provide the Board with pertinent information regarding the Community Block Grant Program and the decrease in funding and the formula used to determine the amount of funds distributed in rural areas that impacted services and assistance to low-income families in the County.

She stated that the mission of the Choanoke Area Development Association was to assist low income citizens to achieve self-sufficiency and a better quality of life. She further stated that the Community Services Block Grant provided a comprehensive assessment, case management, job coaching, direct financial assistance, referrals, and follow-up services to low-income residents to help them attain self-sufficiency. She advised that Community Services Block Grant assisted families/individuals with gaining employment, which would allow them to rise above the Federal Poverty Guidelines according to family size. She further advised that the Community Services Block Grant leveraged resources to provide information and referral services to families/individuals with a focus on emergency assistance and standard housing support. She explained that Community Services Block Grant identified low-income families/individuals in need of emergency or standard housing assistance and referred them to appropriate programs for assistance. She stated that strong partnerships were crucial for the program.

Ms. Surface stated that the 2017-2018 Poverty Income Guidelines to be 100% eligible for assistance as outlined by the Department of Health and Human Services included the following family size: one person income level \$12,060; two people income level \$16,240; three people income level \$20,420; four people income level \$24,600; five people income level \$28,780; six people income level \$32,960; seven people income level \$37,140; eight people income level \$41,320; and for family units with more than 8 members, add \$4,180 for each additional member. She further stated that the community, staff/data analysis, County Commissioners, and Choanoke Area Development Association Board members were all involved in development of the one year, FY 2017-2018 Work Plan for the Community Services Block Grant. She advised that the work plan included poverty causes, long-range goals, selected strategies, objectives, staff responsibilities, implementation schedule, program outcomes and program targets to help families attain self-sufficiency. She further advised that the program targets were as follows: 150 individuals/families would be served; 20 individuals/families would rise above poverty guidelines; 30 individuals/families would obtain employment; six individuals/families would obtain jobs with medical benefits; five individuals/families would complete education/training programs; eight individuals/families would secure standard housing; 100 individuals/families would obtain emergency assistance; 20 individuals/families would be provided employment support; four individuals/families would be provided educational support; two individuals/families would obtain better employment. She explained that the number of families planned to be served per county were as follows: Bertie 24, Halifax 57, Hertford 26, Martin 21, and Northampton 22 for a total of 150 families. She further explained that the 2017-2018 funding allocation per county were as follows: Bertie \$62,316; Halifax \$152,142; Hertford \$67,338; Martin \$54,808; Northampton \$61,181 for a total allocation in the amount of \$397,785.

Ms. Surface stated that funding per county over the last four years and individuals in poverty per county allocation was as follows: FY 2014-2015 Bertie \$93,923 population 4,923; Halifax \$271,236 population 14,111; Hertford \$89,270 population 6,265; Northampton \$93,841 population 5,409 for a total allocation in the amount of \$548,270 and total population in the amount of 30,708. FY 2015-2016 Bertie \$72,992 population 5,218; Halifax \$214,165 population 15,310; Hertford \$93,975 population 6,718; Martin \$70,953 population 5,873; Northampton \$91,542 population 5,873 for a total allocation in the amount of \$543,627 and the total poverty population 38,992. FY 2016-2017 Bertie \$63,362 population 5,083; Halifax \$204,845

population 16,433; Hertford \$68,286 population 5,478; Martin \$66,329 population 5,321; Northampton \$72,886 population 5,847 for a total allocation in the amount of \$475,708 and total population in poverty 38,162. FY 2017-2018 Bertie \$62,316 population 5,212; Halifax \$152,142 population 12,128; Hertford \$67,338 population 5,632; Martin \$54,808 population 4,584; Northampton \$61,181 population 5,117 for a total allocation in the amount of \$397,785 and total poverty population 32,673.

She stated that the impact of budget cuts on the FY 2017-2018 Work Plan, unless additional funds were received, were as follows: a decrease in the number of clients served; less funds to provide direct financial support to assist clients with employment assistance such as work clothes, transportation, training assistance, etc., and educational support; staff hours would be cut from 40 hours per week to approximately 32 to 35 hours per week; Self-Sufficiency and Information and Referral Programs would be combined; staff would have to share responsibilities with other counties; staff would have to assist within other programs such as Information and Referral, Energyshare, Emergency Food and Shelter, Urgent Repair, Weatherization and Single Family Rehabilitation. She further stated that the FY 2016-2017 Energyshare Program for Bertie, Halifax, Hertford, Martin and Northampton Counties was in the amount of \$350,000 and was allocated as follows: The first allocation totaled \$64,285.70, \$12,857.14 per county, received January 20, 2017. The second allocation totaled \$285,714.30, \$57,142.86 per county, received February 1, 2017.

Ms. Surface stated that it was very important that the local and state governments understood how the funding formula may be good for urban areas but not good for rural areas. She further stated that it was important to educate not only the decision makers on the state level but also on the federal level regarding the impact the funding formula had on rural areas that serve low-income families. She thanked the Board for allowing her an opportunity to provide the Community Services Block Grant Program presentation regarding the challenges and decrease in funding. She further thanked Commissioner Smith for his dedication on the Choanoke Area Development Association Board. She stated that in May, Commissioner Smith would be inducted into the North Carolina Community Action Association Hall of Fame for his long term service to the Choanoke Area Development Association Board and the community.

After a brief discussion was held regarding the funding formula and its impact on low-income families in small rural counties, Chairman Bryant recommended that a resolution be drafted and sent to the legislators at the General Assembly and Congress regarding the funding formula. Chairman Manning recommended that Ms. Surface provide the funding formula for rural and urban counties to the County Manager so that a resolution of support could be drafted and adopted by the Board.

4. Action on Public Hearing

Commissioner Manning moved to approve a change in the scope of work originally proposed in the 2013 Community Development Block Grant - Infrastructure Grant and that the documents be reviewed a second time for accuracy. Commissioner Smith seconded the motion, which passed unanimously by voice vote.

5. Other Business

Chairman Bryant stated that a letter was executed on behalf of the Board to welcome and congratulate Reverend Harry Reginal Carter, Jr., Mount Olive Missionary Baptist Church, regarding an installation service held in his honor.

Commissioner Qualls moved to approve the letter executed on behalf of the Board to welcome and congratulate Reverend Harry Reginal Carter, Jr., Mount Olive Missionary Baptist Church, regarding an installation service held in his honor. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

Chairman Bryant requested the adoption of a resolution honoring Halifax County Centenarian, Juanita Alston Williams, as follows:

**RESOLUTION
HALIFAX COUNTY CENTENARIAN
JUANITA ALSTON WILLIAMS**

WHEREAS, Juanita Alston Williams was born on May 1, 1917; and

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

WHEREAS, longevity of life is a blessing for an individual and for a community which benefits from the knowledge, creativity, and experiences of older individuals; and

WHEREAS, senior citizens bring a wealth of experience and knowledge to the increasingly active roles they play in today's society; their past contributions and future participation are a vital part of, and valuable asset to, the fabric of community life and activity; 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; and

NOW, THEREFORE, 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 20th day of March, 2017.

Commissioner Qualls moved to adopt the resolution honoring Halifax County Centenarian, Juanita Alston Williams. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

Chairman Bryant congratulated and commended Commissioner Smith on his upcoming induction into the North Carolina Community Action Association Hall of Fame. Commissioner Smith stated that his father, John Smith, was inducted in 2013 for his service on the Choanoke Area Development Association Board and Policy Council.

Tony N. Brown, County Manager, stated that two Commissioners were needed to review the Recreation Partners Program applications for funding. Commissioner Johnson and Commissioner Brewer agreed to serve.

6. Closed Session

Commissioner Smith moved that Closed Session be entered under G. S. §143-318.11 to discuss Legal Matters. Commissioner Manning seconded the motion, which passed unanimously by voice vote.

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

7. Adjourn until April 3, 2017 Regular Meeting at 9:30 A. M.

With there being no further matters to come before the Board, Commissioner Smith moved to adjourn the meeting until the April 3, 2017 Regular Meeting. Commissioner Johnson 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



AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

FROM: Mary W. Duncan, Finance Director

SUBJECT: Budget Amendments

DATE: February 5, 2018 Regular Meeting

SUPPORTING INFORMATION:

Attached, please find a copy of the budget amendments which transfer funds between accounts or changes the originally adopted budget due to increases and/or decreases as a result of federal/state funding authorizations, fees or insurance reimbursements.

ATTACHMENTS:

Description

- ▢ BA Coversheet for 2-5-18
- ▢ BA List for 2-5-18

TOTAL COST:

COUNTY COST:

REQUEST: Approve the budget amendments

1	Sheriff - Budget donation received for the Employee Appreciation fund	\$ 500.00
2	Sheriff - Budget insurance supplement for not at fault MVA involving a deer	442.45
3	Sheriff - Budget insurance supplement for not at fault MVA involving a deer	217.50
4	Sheriff - Budget insurance proceeds for not at fault MVA involving a deer	1,711.45
5	Sheriff - Budget insurance proceeds for an at fault MVA totaling the patrol car	8,157.67
6	Economic Development Incentive - Correct revenue posting for Carolina Chips incentive	140,000.00
7	DSS - Adjust funding to actual for authorizations 6 & 7 under Project Energy Share	1,296.52
8	DSS - Adjust quarterly funding to actual for SHIFT NC Program	6,250.00
9	EMS - Budget insurance proceeds for an at fault MVA	3,639.87

Approved: February 5, 2018

Vernon J. Bryant

Chairman

BUDGET AMENDMENT

Account Number / Name	Debit (Expense Increase) (Revenue Decrease)	Credit (Expense Decrease) (Revenue Increase)	Explanation
110-5310-5176-00 / Employee Appreciation	500.00		Sheriff's Dept
110-4410-4320-11 / Donations-Sheriff		500.00	To budget donation made for Employee Appreciation
TOTALS	500.00	500.00	

* 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 5/14/08

Program Director

Date

Department / Agency Head

Date

County Manager or
Deputy County Manager or
County Commissioner Chairman

Date

FIN BA 01

BUDGET AMENDMENT

Account Number / Name	Debit (Expense Increase) (Revenue Decrease)	Credit (Expense Decrease) (Revenue Increase)	Explanation
110-9200-5353-00 / Maint & Repair - Auto	442.45		Sheriff
110-4410-4839-97 / Insurance Claims Reimb		442.45	To budget insurance claims supplement for a not at fault accident (collision with a deer)
TOTALS	442.45	442.45	

* 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

Deputy County Manager or

County Commissioner Chairman

Date

BUDGET AMENDMENT

Account Number / Name	Debit (Expense Increase) (Revenue Decrease)	Credit (Expense Decrease) (Revenue Increase)	Explanation
110-9200-5353-00 / Maint & Repair - Auto	217.50		Sheriff
110-4410-4839-97 / Insurance Claims Reimb		217.50	To budget insurance claims reimbursement for a not at fault accident (supplement)
TOTALS	217.50	217.50	

* 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
110-9200-5353-00 / Maint & Repair - Auto	1,711.45		Sheriff
110-4410-4839-97 / Insurance Claims Reimb		1,711.45	To budget insurance claims reimbursement for a not at fault accident (collision with a deer)
TOTALS	1,711.45	1,711.45	

* 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
110-9200-5697-04 / Vehicles Purchased-CA	8,157.67		Sheriff
110-4410-4839-97 / Insurance Claims Reimb		8,157.67	To budget insurance claims reimbursement for an at fault collision accident totalling vehicle
TOTALS	8,157.67	8,157.67	

* 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

May 10 Durcan
Department / Agency Head

1-25-18
Date

County Manager or
Deputy County Manager or
County Commissioner Chairman

Date

BUDGET AMENDMENT

Account Number / Name	Debit	Credit	Explanation
110-4418-4260-74 Carolina Chips Incentive Grt	140,000.00		ECONOMIC DEVELOPMENT INCENTIVE PROGRAMS
110-4418-4991-00 Fund Balance		140,000.00	TO CORRECT POSTING OF REVENUE SHOULD BE FROM FUND BALANCE NOT REVENUE. PAID OUT AS AN INCENTIVE BASED ON JOB CREATION
	140,000.00	140,000.00	

- * 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	
<div style="border-top: 1px solid black; display: flex; justify-content: space-between; margin-top: 5px;"> Human Resources Director Date </div>	

<div style="border-bottom: 1px solid black; display: flex; justify-content: space-between; margin-bottom: 5px;"> Program Director Date </div> <div style="text-align: center; margin-bottom: 5px;"> </div> <div style="border-bottom: 1px solid black; display: flex; justify-content: space-between; margin-bottom: 5px;"> Department / Agency Head Date </div>	<div style="border-bottom: 1px solid black; display: flex; justify-content: space-between; margin-bottom: 5px;"> Date </div> <div style="text-align: center; margin-bottom: 5px;"> </div> <div style="border-bottom: 1px solid black; display: flex; justify-content: space-between; margin-bottom: 5px;"> Date </div>
<div style="border-bottom: 1px solid black; display: flex; justify-content: space-between; margin-bottom: 5px;"> County Manager or Deputy County Manager or County Commissioner Chairman Date </div>	

BUDGET AMENDMENT


Account Number / Name	Debit (Expense Increase) (Revenue Decrease)	Credit (Expense Decrease) (Revenue Increase)	Explanation
			DSS
125-4531-4210 27 CP&L Project Share		1,296.52	Adjust funding to actual per January 8, 2018 Funding Authorizations 6 & 7
125-6490-5491-00 C P & L	1,296.52		
TOTALS	1,296.52	1,296.52	

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

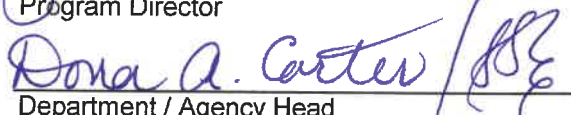
Approval for Performance Compensation

Human Resources Director


Date


 Shewanda F. Edwards
 Program Director

1/18/2018


 Dona A. Carter
 Department / Agency Head

1/18/2018
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
			DSS
125-4559-4225-00 SHIFT NC Program		6,250.00	Increase funding to adjust to actual per quarterly funding allocation received
125-6459-5311-00 Travel	750.00		
125-6459-5397-02 Incentives	2,500.00		
125-6459-5395-00 Employee Training	500.00		
125-6459-5290-00 Other Supplies & Materials	2,500.00		
TOTALS	6,250.00	6,250.00	

- * 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 1/9/2018


 Department / Agency Head 1/9/2018
 Date

 County Manager or
 Deputy County Manager or
 County Commissioner Chairman Date

FIN BA 01

BUDGET AMENDMENT

Account Number / Name	Debit (Expense Increase) (Revenue Decrease)	Credit (Expense Decrease) (Revenue Increase)	Explanation
130-9800-5353-00 / Maint & Rep-Vehicles	3,639.87		EMS
130-4439-4839-97 / Insurance Claims Reimb		3,639.87	To budget insurance claims reimbursement for at-fault damages
TOTALS	3,639.87	3,639.87	

* 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



AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

FROM: Doris B. Hawkins, Halifax County Tax Coordinator/Collector

SUBJECT: Property Tax Refunds and Releases - January 2018

DATE: February 5, 2018 Regular Meeting

SUPPORTING INFORMATION:

Mary Royall Joyner Taylor: 305 Transylvania Ave, Raleigh NC 27609

Parcel 1201704: incorrect land code applied

2017 G01	\$8.58
WER	\$8.47
SWL	\$2.20
TOTAL	\$19.25

Mary Royall Joyner Taylor: 305 Transylvania Ave, Raleigh NC 27609

Parcel 1201705: incorrect land code applied

2017 G01	\$8.58
WER	\$8.47
SWL	\$2.20
TOTAL	\$19.25

ATTACHMENTS:

Description

No Attachments Available

TOTAL COST:

COUNTY COST:

REQUEST: Approve the January 2018 property tax refunds & releases.

If approval of releases is required, the report will be provided after the month-end is completed on the last business day of the month.



AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

FROM: Doris B. Hawkins, Halifax County Tax Coordinator/Collector

SUBJECT: Report of 2017 Property Tax Liens and Request to Advertise

DATE: February 5, 2018 Regular Meeting

SUPPORTING INFORMATION:

In accordance with N.C.G.S. 105-369(a) the Tax Collector is to report to the County Board of Commissioners on the first Monday in February the status of unpaid taxes for the current year that are liens on real property. In order to comply with the statute, "upon receipt of the report, the governing body must order the Tax Collector to advertise the tax liens."

The advertising of the tax liens shall be made during the period March 1 through June 30. The advertising of said liens has historically been accomplished during the month of April in one or more newspapers having general circulation in Halifax County.

ATTACHMENTS:

Description

▣ N.C.G.S. 105-369(a)

TOTAL COST:\$15,000

COUNTY COST:\$15,000

REQUEST: Obtain Board approval to advertise the tax liens on real property for failure to pay taxes

§ 105-369. Advertisement of tax liens on real property for failure to pay taxes.

(a) Report of Unpaid Taxes That Are Liens on Real Property. - In February of each year, the tax collector must report to the governing body the total amount of unpaid taxes for the current fiscal year that are liens on real property. A county tax collector's report is due the first Monday in February, and a municipal tax collector's report is due the second Monday in February. Upon receipt of the report, the governing body must order the tax collector to advertise the tax liens. For purposes of this section, district taxes collected by county tax collectors shall be regarded as county taxes and district taxes collected by municipal tax collectors shall be regarded as municipal taxes.



AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

FROM: Moira Underwood, Lake Gaston Association

PRESENTER: Moira Underwood, Lake Gaston Association

SUBJECT: Community Issues - Moira Underwood, Lake Gaston Association

DATE: February 5, 2018 Regular Meeting

SUPPORTING INFORMATION:

To read a letter from the Lake Gaston Association regarding providing input for their consideration at the beginning of the FY 2018 - 2019 Budget formulation.

ATTACHMENTS:

Description

- ▢ Community Issues Statement
- ▢ Moira J. Underwood, Request to Appear Form and Letter

TOTAL COST:

COUNTY COST:

REQUEST:

COMMUNITY ISSUES

The Halifax County Board of Commissioners honors requests from citizens of Halifax County to appear at the Board of Commissioner's meetings in order to make comments or voice concerns to the Board regarding a specific subject. We request that each speaker limit their comments solely to the issue stated in their written request and not direct comments towards specific individuals. 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.

Andrea Wiggins

From: noreply@civicplus.com
Sent: Wednesday, January 24, 2018 2:46 PM
To: Andrea Wiggins
Subject: Online Form Submittal: Request To Appear Before the Halifax County Board of Commissioners

Request To Appear Before the Halifax County Board of Commissioners

State of North Carolina County of Halifax
Board of County Commissioners
Historic Courthouse ~ PO Box 38 ~ King Street ~ Halifax, NC 27839
252-583-1131 ~ Fax: 252-583-9921

Request to Appear Before the Halifax County Board of Commissioners

It is the goal of the Board of Commissioners to conduct effective meetings and to make informed decisions. Individuals requesting to appear before the Board of Commissioners must submit their request in writing to the Clerk to the Board two weeks prior to the meeting date. This form must indicate the item of discussion along with pertinent materials for review.

Meeting Date	2/5/2018
Name of Person Requesting to Appear	Moira J. Underwood
Organization Representing (if applicable)	Lake Gaston Association
Address	Post Office Box 656
City	Littleton
State	North Carolina
Zip Code	27850
Phone Number	252-586-6577
Item of Discussion	To read a letter from the Lake Gaston Association to the Halifax County Board of Commissioners regarding providing input for their consideration at the beginning of the FY 2018-2019 budget formulation.

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.



(252) 586-6577
Toll free 1-888-586-6577
P. O. Box 656 ♦ Littleton, NC 27850

www.LakeGastonAssoc.com

*Your primary VOICE on lake issues
Since 1989*

Halifax County Board of Commissioners

February 5, 2018

Dear Commissioners,

As we have done in previous years, the Lake Gaston Association (LGA) is providing this input for your consideration at the beginning of the FY 2018-2019 budget formulation process.

While this letter proposes considerations based primarily on the input from residents, property owners, and businesses in the Lake Gaston area of the county, please be assured that we appreciate the needs of the citizens of the entire county.

As a result of our successful membership drive, the LGA now represents over 2,000 households and businesses. As you know, the majority of the county's non-governmental funding comes from ad valorem taxes from property owners. It is important to realize that a large percentage of our members are retired on fixed incomes, and are facing a steadily increasing cost of living.

Important to both our individual and business members is keeping taxes in check, maintaining the viability of the lake as a county asset, and controlling noxious aquatic vegetation and water quality efforts. Similarly, many of our businesses are dependent on a healthy Lake Gaston tourism economy.

Our most recent LGA membership survey identified the top concerns of our membership as: 1) Lake Water Quality; 2) Taxes; 3) Weed Control; 4) Emergency Services; 5) Boater Safety; 6) Law Enforcement; 7) Local Government Support; 8) Successful Local Businesses; 9) Medical Care; 10) High Density Development; and 11) Education.

As the Board and the staff work on the FY 2018-2019 Halifax County budget, the following recommendations are offered:

- Develop and implement strategies to attract and retain businesses in Halifax County.
- Continue with efforts to improve the quality of education for the young people of Halifax County in a cost efficient way and minimize teacher turnover.
- Develop a budget that is revenue neutral for FY 2018-2019
- Fully support the County's \$116,000 commitment to control noxious aquatic vegetation.
- Support Law Enforcement and Emergency Services.
- Continue to maintain a high tax collection rate, ensuring everyone pays their share.
- Continue efforts to identify and eliminate any duplication, waste, and abuse in all departments.

Thank you for your consideration of our request. We appreciate your dedication in continuing to make Halifax County a better place to live.

Sincerely,

Mazine Lowe
LGA President

cc: Tony Brown, County Manager; Andrea Wiggins, Clerk to the Board

← LGA Mission... to identify issues affecting our members and pursue
resolution with the responsible organizations. →

Email: Info@LakeGastonAssoc.com



AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

FROM: Sallie P. Surface, CADA Executive Director

PRESENTER: Sallie P. Surface, CADA Executive Director

SUBJECT: FY 2018-2019 Community Services Block Grant Anti-Poverty Work Plan

DATE: February 5, 2018 Regular Meeting

SUPPORTING INFORMATION:

Attached, please find the proposed FY 2018-2019 Community Services Block Grant Anti-Poverty Work Plan.

ATTACHMENTS:

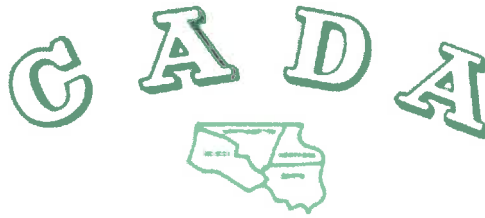
Description

- ▯ 2018-2019 Community Services Block Grant Anti-Poverty Work Plan

TOTAL COST:

COUNTY COST:

REQUEST: Certify that the Board has reviewed the FY 2018-2019 proposed Community Services Block Grant Anti-Poverty Work Plan for the Choanoke Area Development Association.



Choanoke Area Development Association of North Carolina Inc.
Post Office Box 530 * Rich Square, North Carolina 27869
Telephone: 252.539.4155 * Fax: 252.539.2048

January 12, 2018

Andrea H. Wiggins
Clerk to the Board
Halifax County Board of Commissioners
P.O. Box 38
Halifax, NC 27839

**Re: 2018 - 2019 CSBG Anti-Poverty Work Plan
Halifax County Board of Commissioners Meeting Agenda**

Dear Mrs. Wiggins:

Attached is a copy of the proposed CSBG Anti-Poverty Work Plan for 2018-2019 for review by the Halifax County Board of Commissioners at their meeting on February 5, 2018. This Work Plan will be submitted to the Office of Economic Opportunity for funding.

Please place this on the agenda for this meeting. I will plan to appear to present the Work Plan unless you advise otherwise.

I have also enclosed an affidavit confirming its presentation to the Board to be completed by the Chair. Please return the signed affidavit to this office at your earliest convenience.

Thank you for your assistance in this matter. Please do not hesitate to contact me if you have any questions.

Sincerely,

Sallie P. Surface
Executive Director



**Community Services Block Grant [CSBG]
Documentation of Submission to County Commissioners**

Background: The North Carolina Administrative Code [10A NCAC 97C.0111 (b)(1)(A)] requires that each CSBG grant recipient submit its Community Anti-Poverty Plan [grant application] to each County Commissioner Board that it serves.

Instructions: This form is to be completed and notarized by the Clerk to the Board.

Agency Name: _____

County: _____

Date of Application Submission: _____

[Note: This application should be submitted to the County Commissioners at least thirty [30] days prior to application submission to the Office of Economic Opportunity [OEO]. The grant application is due to OEO **February 12, 2018**.

Clerk to the Board should initial all items below.

_____ The agency submitted a complete grant application for Commissioner review.

_____ The Clerk to the Board will be responsible for assuring that the application is distributed to the Commissioners.

_____ Commissioners' comments provided those to the agency. (If applicable)

Clerk to the Board

Date

Notary

Date

North Carolina Department of Health and Human Services

Division of Social Services



Community Services Block Grant Program

Fiscal Year 2018-19 Application for Funding
Project Period July 1, 2018 – June 30, 2019
Application Due Date: February 12, 2018

Agency Information	
Agency:	Choanoke Area Development Association, Inc.
Federal I.D.	560841757
DUNS Number:	075568618
Administrative Office Address:	120 Sessoms Drive, Rich Square, NC 27869
Mailing Address (include the 4-digit zip code extension):	P.O. Box 530, Rich Square, NC 27869
Telephone Number:	252-539-4155
Fax Number:	252.539.2048
Board Chairperson:	Wendell Hall, Jr.
Board Chairperson's Address: (where communications should be sent)	P.O. Box 530, Rich Square, NC 27869
Board Chairperson's Term of Office (enter beginning and end dates):	January 2018 – December 2019
Executive Director:	Sallie P. Surface
Executive Director Email Address:	surface@nc-cada.org
Agency Fiscal Officer:	Andre Rowe
Fiscal Officer Email Address:	arowe@nc-cada.org
CSBG Program Director:	Christopher S. Moody
CSBG Program Director Email Address:	cmoody@nc-cada.org
Counties Served with CSBG funds:	Bertie, Halifax, Hertford, Martin, and Northampton
Agency Operational Fiscal Year:	July 1, 2018 to June 30, 2019

North Carolina Department of Health and Human Services
Office of Economic Opportunity – Melvin L. Williams, Jr., Director
2420 Mail Service Center / Raleigh, North Carolina 27699-2420

**Community Services Block Grant Program
Fiscal Year 2018-19 Application for Funding
Planning Process Narrative**

1. Explain in detail how each of the following was involved in the planning and development of this strategic plan.

- a. Low-Income Community:

The involvement of the low-income community in the planning process is fundamental to and continues throughout all phases of planning, development, and evaluation. During the program year, CADA staff attends community meetings to inform the low-income of current on-going CADA programs and the impact these programs are making on poverty causes, and to ascertain community needs and concerns for future planning. The low-income residents of the five-county area CADA represents, participate in the development of the annual work plan through community meetings, surveys, annual planning meetings, Head Start Policy Council and other advisory boards and membership on the CADA Board of Directors. CADA distributed surveys throughout our service area in order to identify the needs of low-income families.

- b. Agency Staff:

The staff, through daily contacts with the targeted population, through community meetings with the low-income and other agencies, and through an on-going monthly evaluation process, is directly involved in the planning, evaluation, and development of the grant application. A Community Needs Assessment Survey is completed to help determine the needs of the residents in the CADA service area. Staff participated in various community events throughout our service area in order to develop professional relationships.

- c. Agency's Board Members:

The Board is reflective of the community and has direct contact with the needs and resources that are available to impact the geographical areas/targeted populations they represent. Targeted populations such as Head Start, the elderly, and youth have representation on the Board, and thus, a direct voice in the planning and development of this strategic plan. In addition, staff presents information from community needs assessments and program evaluations to the CADA Board. The board reviews pertinent information, needs, and resources, and directs the development of the plan.

2. Describe your agency's method and criteria for identifying poverty causes and list the identified causes. Also, describe the methods and criteria used to determine priority and selection of strategies to be implemented that will address the poverty causes.

To facilitate planning, a Needs Assessment is conducted or is reviewed/updated annually. Some programs use a one-year planning process; others use a three – five year process. Choanoke Area Development Association conducted a community needs assessment in January 2017 throughout all five counties.

Information from the Needs Assessment, meetings with the low-income population; recommendations from the Head Start Policy Council and other standing program boards are presented to the CADA Board of Directors for consideration in establishing poverty causes or needs and their prioritization. The Board considers the identified community needs as they relate to CADA's stated mission and applies the following criteria to prioritize the cause of poverty: (a) magnitude of the problem – the number of people affected by the given cause; (b) intensity – the degree of suffering caused by the problem; and, (c) severity of the problem resulting from the cause – this is the combination of magnitude and intensity. Also considered is (a) the agency's capacity to impact the problem; (b) available resources to combat the problem; (c) methods to measure impact on the problem; and, (d) cost effectiveness. If a discussion/dialogue does not achieve a consensus, a formal ranking method will be utilized.

3. Describe activities that your agency has undertaken to advocate for and empower low-income individuals and families to achieve economic independence and security.
CADA has worked to address the issue of self-sufficiency and empowerment of low-income individuals by:
 - Coordinating services with local human service agencies so families can get timely referrals and the services needed;
 - Providing space for low-income residents on the Board of Directors; currently low-income residents constitute 37% of the Board membership;
 - Providing counseling and referral assistance for skills training/education programs;
 - Helping low-income families remove the barriers to self-sufficiency such as: daycare and transportation
 - Managing a NC Works Career Center, which helps low-income families improve skills and find jobs;
 - Providing housing assistance to low-income families including rental, rehab, down payment assistance and individualized credit counseling.
 - Providing home ownership and financial literacy classes for low-income residents interested in becoming first-time homeowners.
 - Implementing a Home Protection Program;
 - Providing training opportunities through WIOA;
 - Implementing Parenting and Literacy Programs such as Parents as Teachers Too
 - Implementing a Head Start Male Involvement Program in four counties
 - Providing new housing opportunities for seniors and disabled individuals, such as Woodland Olney Apartments, Ahoskie High School Apartments and Enfield High School Apartments.
4. Describe how your agency plans to make more effective use of, coordinate and form partnerships with other organizations and programs including: State welfare reform efforts; public and private resources; religious organizations, charitable groups, and community organizations.

Many of the programs CADA administers have advisory boards that represent the community. CADA actively seeks to form/join partnerships to ensure that the low-income (1) have a voice; (2) are provided unduplicated services; and, (3) receive new services when needed. The membership

of the community-at-large category on the CADA Board includes representatives of the faith community, youth and senior organizations, and service organizations. Several CADA staff members serve on interagency committees.

5. Describe how your agency will establish linkages between governmental and other social services programs to assure the effective delivery of such services to low-income individuals, to avoid the duplication of such services and to fill identified gaps in services, through the provision of information, referrals, case management and follow-up consultations.

Copies of grant applications are furnished to local governing offices, and upon request, to other agencies that administer programs that affect the low-income. CADA staff attends interagency coordination meetings, serves on agency boards, and maintains contact with other agencies to assure effective, non-duplicative delivery of services to the low income. An established interagency referral system assures that the low income have access to unduplicated resources and services.

6. Provide a description of how your agency will support innovative community and neighborhood-based initiatives related to the purposes of the Community Services Block Grant (fatherhood initiatives and other initiatives with the goal of strengthening families and encouraging effective parenting).

Head Start offers a Male Involvement Program reaching out to fathers of Head Start students and our Parent as Teachers Too Program assists new mothers with young children with child development issues.

7. Describe activities that your agency has undertaken or plans to undertake, on an emergency basis, for the provision of such supplies and services, nutritious foods and related services, as may be necessary to counteract conditions of starvation and malnutrition among low-income individuals.

CADA has historically had a food pantry in Northampton County to assist those in need and referral sources for our other counties. We have received and distributed fresh vegetables received from the Food Bank of the Albemarle on a sporadic basis throughout the years. In 2010, we embarked on a much more effective method of food distribution – the Mobile Food Bank from the Food Bank of the Albemarle. This mobile unit, provided by the Kraft Food for America Program, allows us to serve over 100 families in Northampton County with a wide option of food on a monthly basis. CADA is also the lead agency for the Emergency Food and Shelter program. Nutritional outreach programs are coordinated with Cooperative Extensions, WIC and the Health Department. Programs are provided at CADA offices/centers. Staff assists with commodity distribution and serves on interagency councils.

8. Describe how your agency will coordinate the provision of employment and training activities with entities providing activities through statewide and local workforce investment systems under the Workforce Innovation and Opportunity Act.

Choanoke Area Development Association is the administrator of the NC Works County Career Center -- a one stop employment resource that provides a myriad of services and resources to local residents. We work closely with both local community colleges with regards to Career Readiness and TABE Testing and share staff and resources so as not to duplicate services. All CSBG Case Managers are knowledgeable of the resources at the NC Works Career Center, DES Center and Roanoke Chowan Community College and Halifax County Community College and make frequent referrals to clients seeking employment or skills training.

**Community Services Block Grant Program
Fiscal Year 2018-19 Application for Funding
Planning Process Narrative (continued)**

9. Describe how your agency will ensure coordination with the emergency energy crisis intervention program under title XXVI (relating to low-income home energy assistance).

CADA has established a referral system with the local Departments of Social Services. This referral system is a two-way process since some programs CADA administers must ensure that all other sources of assistance have been exhausted. CADA offices are used by DSS for intake for the LIHEAP Program. CADA staff serves on local boards/councils for coordination and CADA actively seeks resources to complement those of DSS such as EnergyShare and Emergency Food and Shelter programs. Staff will continue to develop partnerships with agencies/organizations throughout our service area in order to maintain/increase a referral system to connect clients with much needed resources.

10. Describe the needs of low-income youth and your agency's efforts to promote increased community coordination and collaboration in meeting the needs of low-income youth.

CADA has identified the following needs for low-income youth: a) lack of after-school programs, b) lack of organized recreational activities, c) lack of adult role models and opportunities to interact with adults, d) lack of tutoring programs, e) few opportunities to build self-esteem, f) lack of work experience opportunities, g) lack of pregnancy prevention programs, and h) poor nutritional habits. In an effort to meet these needs, CADA is currently operating in Bertie, Halifax and Martin Counties WIOA Year-Round Youth. Head Start provides services and counseling through its Male Involvement Program. CADA operates Parents as First Teachers Programs in Hertford County and Northampton County which serves young mothers

11. Describe your agency's method for informing custodial parents in single-parent families that participate in CSBG programming about the availability of child support services. In addition, describe your method for referring eligible parents to the child support office[s].

All case managers in various programs are ready to discuss child support issues – for mothers or fathers – and advocate on their behalf. CADA works with local DSS offices to ensure that children are being supported by their non-custodial parents and will assist clients in pursuing their options – either to obtain child support or to present themselves in court for fair adjudication of the matter. Head Start's Male Involvement Program particularly emphasizes the importance and the protocol to resolve child support issues.

**Community Services Block Grant Program
Fiscal Year 2018-19 Application for Funding
OEO Form 210**

Agency Strategy for Eliminating Poverty

Planning Period: July 1, 2018 to June 30, 2019

Section I: Identification of the Problem (use additional sheets if necessary)

1. Give the Poverty Cause name(s), rank the poverty cause(s) and identify which one(s) the agency will address.

Analysis of data obtained through CADA's Community Needs Assessment (2016-2017) reveals the barriers and challenges facing the residents of Bertie, Halifax, Hertford, Northampton and Martin Counties:

1. Lack of resources and motivation/education/skills training to increase family income to become self-sufficient
2. High unemployment – lack of industry
3. Lack of financial literacy
4. Lack of resources/knowledge/skills to access affordable, standard housing.
5. Lack of subsidized rental housing.
6. Lack of homeless shelters
7. Limited funds for emergency assistance programs.
8. Lack of awareness information and available resources/services to prevent abuse and neglect and the removal of at-risk children from home.
9. Lack of support services to enable single teenage parents and pregnant teenagers to complete high school requirements.
10. Lack of resources to provide transportation/medical/needs.
11. Lack of employment counseling
12. Lack of access to family support/family empowerment services
13. Lack of emergency childcare
14. Lack of resources and services for isolated elderly

15. Lack of parental knowledge of child development stages and appropriate ways to stimulate learning for children 0-5 years of age. Lack of programs, mentoring for youth.
16. Lack of Early Childhood Development programs/daycare to prepare children for school.
17. Lack of child/parent literacy
Lack of child health and wellness
2. Describe the poverty cause(s) in detail in the community with appropriate statistical data (include data sources).
- (A) Explain why the problem exists.

Historically, CADA's service area has been identified as some of the most economically distressed in North Carolina and the nation. Furthermore, they have been included in a crescent of counties beginning in Virginia and continuing south through North Carolina, South Carolina, Georgia, and Alabama where poverty has been entrenched over many decades. These counties have a higher percentage of African Americans, education and health system needs, higher unemployment, and lower paying jobs. The traditional economy and jobs of this region have declined or are no longer viable options. This region was historically an agrarian society but with the decline of family farms and traditional money crops such as tobacco and the changes in the mechanism of farming, jobs have been lost. Textiles and timber/wood product industries were also important traditional economic engines to the region that have declined and contributed to the loss of jobs. The jobs that have been created often do not pay a living wage. Revenue these counties receive to assist their residents does not provide for the many needs of families. All of this information has been used by the North Carolina Department of Commerce to rate the ability of these counties to be able to help themselves as very low. Bertie County was ranked number one in the state as the county with the fewest resources to economically improve the county. The data listed below reflects the causes and conditions of entrenched poverty in the region. Just as these counties do not have the resources for change, residents do not have the resources and support

needed for change.

Table 1: CADA's Service Area Tier/Poverty Comparison Ranking Out of 100 Counties in NC

<u>County</u>	<u>Allocation</u>	<u>% in poverty</u>	<u>Economic Distress Rank</u>	<u>Final 2015 Tiers</u>
BERTIE	\$43,703	22.3	4	1
HALIFAX	\$134,944	26.3	2	1
HERTFORD	\$55,139	25.6	9	1
MARTIN	\$49,473	21.3	15	1
NORTHAMPTON	\$50,014	28.1	11	1

Data Courtesy of:

* NC CSBG Allocation (Office of Economic Opportunity (OEO))

* County Development Tier Ranking (2018 NC Department of Commerce)

(B) Identify the segment of the population and give the number of people experiencing the problem.

Within CADA's service area and in Martin County, poverty is chronic and entrenched in these depressed "Tier one" rural communities where unemployment and poverty rates reflect percentages well above the state and national averages.

Table 2: Unemployment Figures and Families in Poverty in CADA Service Area

County	November 2016		County	Population	Persons In Poverty
Bertie	6.1%		Bertie	19,847	24.4%
Halifax	7.3%		Halifax	52,160	27%
Hertford	5.7%		Hertford	24,038	26.1%
Martin	5.6%		Martin	23,606	22.5%
Northampton	6.5%		Northampton	26,788	22.4%
Avg. / Service Area	6.2%		Avg. /Service Area	28,087	24.5%
North Carolina	4.5%		North Carolina	10,155,942	15.4%
* NC Commerce (November 2017 Report)			*(2016 Certified County Population NCGov.) / July 2017 Population Estimates		

High rent with limited earnings has a major impact in CADA's service area including Martin County. Workers would need to earn well above minimum wage in order to afford Fair Market Monthly Rent (FMMR), when the average hourly wage is not sufficient for families to afford standard housing. Families earning minimum wage, working 40 hours per week would need to work an average 1.7 full time jobs in order to afford the FMMR. When you factor in other barriers that suppress individuals/families from gaining adequate

employment, such as daycare, transportation, criminal background, lack of work history, lack of employable skills, etc., it makes it difficult for families to afford standard housing as well as support the overall family without the ability to acquire employment. CADA has proven through the years that we are capable of removing barriers for families within our service area.

(C) Provide demographic information of those adversely effected inclusive of:

(a) Gender

TABLE 4: General Population¹

	Total	Male	Female
Bertie	20,199	51.1%	48.9%
Halifax	52,849	48.1%	51.9%
Hertford	24,285	49.4%	50.6%
Martin	23,510	46.6%	53.4%
Northampton	20,628	48.6%	51.4%

(b) Age

AGE OF THE SERVICE AREA POPULATION

A table 5 reflects the overall age breakdown for CADA's service area.

TABLE 5: Population by Age Group¹

	Bertie	Halifax	Hertford	Martin	Northampton
20 – 24	1,303	3,248	1,751	1,156	1,249
25 – 34	2,506	5,765	2,836	2,332	2,040
35 – 44	2,271	5,912	2,758	2,465	2,001
45 – 54	3,055	7,381	3,306	3,237	2,885
55 – 59	1,614	3,609	1,837	2,012	1,865
60 – 64	1,513	4,088	1,807	1,190	1,572
65 – 74	2,163	5,546	2,443	2,857	2,652
75 – 84	1,269	2,976	1,237	1,403	1,534
85 years and over	555	1,279	603	581	534

¹ 2012 – 2016 American Community Survey 5 – Year Estimates

(c) Race/Ethnicity for the agency's service area

RACE AMONG THE SERVICE AREA POPULATION

Table 6 examines the race/ethnicity of CADA's service area.

Table 6: Population by Race and Ethnicity²

	Bertie	Halifax	Hertford	Martin	Northampton
Non-Hispanic White	7,313	21,187	8,572	12,711	8,418
Non-Hispanic Black	12,608	27,527	14,144	10,162	12,137
Non-Hispanic American Indian	127	1,901	260	81	241
Non-Hispanic Asian and Pacific	113	443	195	133	55
Hispanic or Latino	394	1,370	807	824	413

(D) Explain how the persons are adversely affected.

The dependent poor headed by persons over 65 years of age and/or disabled represent over 15% of the area poverty households and are not potentially employable. Children under the age of six who live in poverty represent 31% of the population. Minorities that live in poverty represent 80% and 52% are female-headed households. Only 34% of the family members aged 25 or older are high school graduates. They also lack marketable skills/training, have poor or non-existent work histories, display poor work attitudes, and need affordable childcare, transportation, and other supportive services.

High rent with limited earnings also has a major impact in the five counties that CADA serves. The North Carolina Housing Coalition suggests in order for individuals/families to afford rent and utilities for a safe, modest two-bedroom apartment at the fair market monthly rent, individuals/families will have to obtain an average hourly wage \$12.20, but individuals are currently making average wages of \$8.60. When housing is affordable, families do not have to choose between paying for housing and other needs, such as food and medicine. Combining these barriers to employment, the remoteness of the area and the lack of

² 2016 - 2020 American Community Survey 5-Year Estimates

employment opportunities hinder individuals/families from becoming self-sufficient. Of the area population, approximately 73% are transportation disadvantaged.

As a result of community meetings, focus groups, and surveys, CADA has learned that the concerns of the residents in CADA's service area reflect the demographics and statistics presented in the following demonstration of need. Some of the most critical issues facing these Counties, as seen by its citizens are: Education, Teen Pregnancy, Children's access to library, Transportation, Gang activity/Need for teen activities, Substance abuse, Faith based availability, and Safety; where many of these issues are a result of poverty, unemployment, teen pregnancy, and an educational system that is not fulfilling its mission of preparing children for success and achievement. Data analyzed from surveys completed by Headstart/Early Headstart parents displayed the most important issues/concerns for families such as: summer care for school age children; **EMPLOYMENT**; after school care for school age children; affordable health insurance; and **AFFORDABLE HOUSING AND UTILITIES**.

Section II: Resource Analysis (use additional sheets if necessary)

(E) Resources Available:

a. Agency Resources:

Community Services Block Grant, Weatherization, Urgent Repair, Section 8, NC Works Career Center, Youth WIA, Parents as Teachers, Head Start, Early Head Start, Male Involvement, Emergency Food and Shelter, Energy Share, Senior Housing, Free Income Tax Preparation, Home Ownership, Foreclosure Prevention, Financial Literacy Education, and Comprehensive Referral System with Community Organizations.

b. Community Resources:

TANF, Food Stamps, LIEAP, Public Housing, Day Care Centers, Roanoke Chowan Community College, Martin Community College and Halifax County Community College, Boys & Girls Clubs, DES, Choanoke Public Transit System, Salvation Army, Martin County Transit, NC/Works/DES, Community Libraries, Union Mission, Juvenile Justice, and 4-H.

(F) Resources Needed:

c. Agency Resources:

Additional emergency funds, unrestricted funds, additional homeownership grants and loan programs; additional public housing units, mobilizing financial resources, fatherhood program,

funding for disseminating information to public/private entities, and substandard housing program to assist seniors needing adaptations so they can remain in their homes as well as assist individuals/families with energy efficiency to better utilize limited incomes and improve health.

d. Community Resources:

Accessible/affordable housing, funds for infrastructure, public transportation, job training/employment counseling, youth programs, after school programs, assistance with buying a home, homeless shelter, assistance for minor home accessibility modifications for low-income disabled persons, emergency childcare, transportation emergencies, isolation of elderly, parenting education, child literacy programs and child health and wellness programs.

Section III: Objective and Strategy

(G) Objective Statement:

- Leverage resources to provide resource and referral services to 125 participants by June 30, 2019 with a focus on employment, standard housing and emergency assistance.

Strategies for Objective:

- Provide a comprehensive client intake to more effectively assess the needs of our participants and expand our internal and external referral network.
- Provide a comprehensive Information & Referral program to assist those in poverty to improve quality of life.
- Deliver an effective interagency collaboration in order to assure services are not duplicated.
- Establish services with local human service agencies to provide needed assistance and facilitate coordination.
- Maintain a counseling and referral system for comprehensive skill-training/education programs.
- Continue to collaborate with local colleges to provide HRD classes to participants
- Provide a comprehensive case management system to assist family members in removing barriers to employment such as daycare, transportation, etc.
- Participate in economic development activities that will increase opportunities for self-sufficiency.
- Create a system for coordinating with NC Works Career Center/Department of Employment Security to ensure CSBG eligible customers access to the full array of services provided by the center.
- Maintain a system that focuses on individual employment plans and career path utilization.
- Provide comprehensive assessment, case management, counseling, direct assistance, referrals and follow-up services to low-income residents to help them attain self-sufficiency.
- Provide comprehensive assessment, case management, counseling, direct assistance, referrals and direct clients to the appropriate resources.
- Promote the Earned Income Tax Credit and free tax preparation assistance for families.
- Maintain an intake process that will allow case managers the opportunity to understand clients'

needs and direct them to the appropriate resources/organizations.

- Provide employment, emergency and substandard housing assistance to families in need from July 1, 2018 to June 30, 2019.
- Identify low-income individuals/families in need of emergency or standard housing assistance and refer to appropriate programs for assistance.
- Continue services with local human service agencies to provide needed assistance and facilitate coordination.
- Distribute CADA brochures and promote services during community events.
- Promote CSBG services to local employers, community organizations, agencies, businesses, faith-based organizations, etc.

**Community Services Block Grant Program
Fiscal Year 2018-19 Application for Funding
One-Year Work Program
OEO Form 212**

Section I: Project Identification							
1. Project Name:	Self Sufficiency (Bertie, Halifax, Hertford, Martin and Northampton Counties)						
2. Poverty Cause Name:	Lack of resources, knowledge and/or skills to acquire employment, emergency assistance and/or standard housing assistance.						
3. Objective Statement:	Provide case management and referral assistance to 125 participants by June 30, 2019 with a focus on employment, standard housing and/or emergency assistance.						
4. Selected Strategy:	Identify low-income individuals/families in need of employment, emergency and/or standard housing assistance. Provide case management services and referrals to appropriate programs for assistance.						
5. Project Period:	July 1, 2018	To	June 30, 2019	Plan Year	1	Of	1
6. CSBG Funds Requested for this Project:	333,274						
7. Total Number Expected to Be Served:	125						
a. Expected Number of New Clients	115						
b. Expected Number of Carryover Clients	10						
Section II: One-Year CSBG Program Objective and Activities							
Activities	Position Title(s)	Implementation Schedule					
		First Quarter	Second Quarter	Third Quarter	Fourth Quarter		
Objective: To provide case management and referral assistance to 125 clients by June 30, 2019.	M/CS, CSMEA, CSMH, NCW/CM, CM, LCM	10	55 (45)	100 (45)	125 (25)		
1. <u>Development</u>							
1.1 Implement a comprehensive client intake/call-in process to more effectively assess the needs of our participants.	M/CS, CSMEA, CSMH, NCW/CM, CM, LCM, JD	07/18-06/19 09/18	07/18-06/19 12/18	07/18-06/19 03/19	07/18-06/19 06/19		
1.2 Research resources to assist families achieve self-sufficiency	ED, B/D, DD, M/CS, CSMH, CSMEA, NCW/CM, JD	07/18-06/19 09/18	07/18-06/19 12/18	07/18-06/19 03/19	07/18-06/19 06/19		
1.3 Implement training sessions for CADA staff on Housing options for low-income residence	ED, DD, M/CS, CSMEA, CSMH, NCW/CM	07/18-06/19 09/18	07/18-06/19 12/18	07/18-06/19 03/19	07/18-06/19 06/19		
1.4 Compile, reproduce, and disseminate information on available rental, rehab/new construction resources	ED, DD, M/CS, CSMEA, CSMH, NCW/CM, CM, LCM	07/18-06/19	07/18-06/19	07/18-06/19	07/18-06/19		

programs and the need for additional resources.		09/18	12/18	03/19	06/19
1.5 Meet with community organization service agencies etc. to explain program and solicit support and referrals	M/CS, CSMEA, CSMH, NCW/CM, CM, LCM, JD	07/18-06/19 09/18	07/18-06/19 12/18	07/18-06/19 03/19	07/18-06/19 06/19
1.6 Establish cooperative working relationship with realtors, housing authority, lenders, landlords, building materials vendors and government officials	ED, DD	07/18-06/19 09/18	07/18-06/19 12/18	07/18-06/19 03/19	07/18-06/19 06/19
1.7 Coordinate and manage an emergency assistance program to assist those in need of emergency assistance.	ED, DD, M/CS	07/18-06/19 09/18	07/18-06/19 12/18	07/18-06/19 03/19	07/18-06/19 06/19
1.8 Organize/maintain partnerships with local Dept. of Social Services (DSS) in order to assure that no services have been duplicated as well as to assure DSS funds have been exhausted.	CM, LCM, M/CS, CSMH, CSMEA, DD	07/18-06/19 09/18	07/18-06/19 12/18	07/18-06/19 03/19	07/18-06/19 06/19
1.9 Coordinate a referral system that will connect 125 clients with services/agencies as needed.	CM, LCM, M/CS, CSMEA, CSMH, NCW/CM, JD	10	55 (45)	100 (45)	125 (25)
1.10 Maintain a system of monitoring and tracking available funding allocations in order to assure that funds are exhausted properly to avoid pledging over program allocation.	CM, LCM, M/CS, CSMEA, CSMH, NCW/CM	07/18-06/19 09/18	07/18-06/19 12/18	07/18-06/19 03/19	07/18-06/19 06/19
1.11 Maintain a system that tracks the demographic characteristics of individuals/families that have applied for/received services.	CM, LCM, M/CS, CSMEA, CSMH, NCW/CM	07/18-06/19 09/18	07/18-06/19 12/18	07/18-06/19 03/19	07/18-06/19 06/19
1.12 Participate in economic development activities to increase opportunities for participants.	ED, B/D, M/CS, DD, JD	07/18-06/19 09/18	07/18-06/19 12/18	07/18-06/19 03/19	07/18-06/19 06/19
1.13 Research and establish rapport with local employers.	ED, B/D, M/CS, DD, LCM, JD	07/18-06/19 09/18	07/18-06/19 12/18	07/18-06/19 03/19	07/18-06/19 06/19
1.14 Participate in community meetings/events with other agencies/organizations in order to build partnerships that will assist low-income families with removing barriers.	M/CS, DD, LCM, JD, CSMH, CSMEA, CSM, NCW/CM	07/18-06/19 09/18	07/18-06/19 12/18	07/18-06/19 03/19	07/18-06/19 06/19
1.15 Build partnerships with local committees/groups in order to connect with additional resources to assist	M/CS, DD, LCM, JD, CSMH, CSMEA, CSM, NCW/CM	07/18-06/19	07/18-06/19	07/18-06/19	07/18-06/19

families.		09/18	12/18	03/19	06/19
<u>2. Training</u>					
2.1 Train staff on proper intake/call-in procedures including documentation, Emergency food and Shelter, Energyshare guidelines, and general information about other agency programs for which clients may qualify.	LCM, M/CS, NCW/CM CSMH, CSMEA, DD	07/18-06/19 09/18	07/18-06/19 12/18	07/18-06/19 03/19	07/18-06/19 06/19
2.2 Train staff on proper procedures of collecting information in order to determine if clients are eligible to receive emergency or housing assistance	LCM, M/CS, CSMH, CSMEA, NCW/CM DD	07/18-06/19 09/18	07/18-06/19 12/18	07/18-06/19 03/19	07/18-06/19 06/19
2.3 Train staff on in-house and community resource services in order to refer clients to needed services.	LCM, M/CS, CSMH, CSMEA, NCW/CM DD	07/18-06/19 09/18	07/18-06/19 12/18	07/18-06/19 03/19	07/18-06/19 06/19
2.4 Train staff on the proper policies/procedures to contacting agencies such as DES, Customer Care, Energy Management (CCEM), Ameri-Gas, Dominion Power, Roanoke Electric, Housing resources, etc in order to arrange pledges.	ED, LCM, M/CS, CSMH, CSMEA, NCW/CM DD	07/18-06/19 09/18	07/18-06/19 12/18	07/18-06/19 03/19	07/18-06/19 06/19
2.5 Train staff on monitoring and tracking available funding allocations in order to assure that funds are exhausted in the right manner.	M/CS, CSMH, CSMEA, NCW/CM	07/18-06/19 09/18	07/18-06/19 12/18	07/18-06/19 03/19	07/18-06/19 06/19
2.6 Train/monitor staff in efficient use of Accountable Results for Community Action (AR4CA) for proper case management and data collection	M/CS LCM	07/18-06/19 09/18	07/18-06/19 12/18	07/18-06/19 03/19	07/18-06/19 06/19
2.6 Continue to train Center Managers in this systems approach to maximize agency efforts to help our participants and to ensure proper reporting to funding agencies.	M/CS LCM	07/18-06/19 09/18	07/18-06/19 12/18	07/18-06/19 03/19	07/18-06/19 06/19
<u>3. Enrollment</u>					
3.1. Enroll (or carry over when applicable) eligible participants.	CSMH, CSMEA, CM, CSM LCM, NCW/CM	10	55 (45)	100 (45)	125 (25)
3.2. Complete intake assessment and determine resources available for eligible participant.	CM, CSM, CSMH, CSMEA, LCM, NCW/CM	10	55 (45)	100 (45)	125 (25)

3.3. Advise participants of available resources and programs.	CM, LCM	10	55 (45)	100 (45)	125 (25)
3.4. Provide a general orientation to eligible participant concerning expectations and possible results.	CM, CSM CSMH, CSMEA, LCM, NCW/CM	0	55 (45)	100 (45)	115 (25)
3.5. Enter into written agreement between mentor and participant.	CM, CSM, CSMH, CSMEA, LCM, NCW/CM	10	55 (45)	100 (45)	125 (25)
4. <u>Case Management</u>					
4.1. Staff will coordinate various services for 150 clients	LCM, CSMH, CSMEA, NCW/CM, CM	10	55 (45)	100 (45)	125 (25)
4.2. Complete needs assessment to determine strengths and weaknesses of participant	CM, CSM, CSMH, CSMEA LCM, NCW/CM	10	55 (45)	100 (45)	125 (25)
4.3. Develop a mutually agreed upon plan of action with the participant to be carried out while in the self-sufficiency program.	CM, CSM, CSMH, CSMEA, LCM, NCW/CM	10	55 (45)	100 (45)	125 (25)
4.4. Staff will record individuals/families demographic characteristics for participants who have applied for/received services	LCM, CSMH, CSMEA, NCW/CM , CM	07/18-06/19 09/18	07/18-06/19 12/18	07/18-06/19 03/19	07/18-06/19 06/19
4.5. Staff will verify that approved vendor payments for clients have been submitted/paid to clients' accounts	LCM, CSMH, CSMEA, NCW/CM , CM	07/18-06/19 09/18	07/18-06/19 12/18	07/18-06/19 03/19	07/18-06/19 06/19
4.6 Complete family data and certify eligibility for program	LCM, CSMH, CSMEA, NCW/CM , CM	07/18-06/19 09/18	07/18-06/19 12/18	07/18-06/19 03/19	07/18-06/19 06/19
4.7 Coordinate services with local human service agencies to provide needed assistance.	CM, CSM, CSMH, CSMEA LCM, NCW/CM	07/18-06/19 09/18	07/18-06/19 12/18	07/18-06/19 03/19	07/18-06/19 06/19
4.8 Assess housing needs of participants.	LCM, CSMH, CSMEA, NCW/CM , CM	07/18-06/19 09/18	07/18-06/19 12/18	07/18-06/19 03/19	07/18-06/19 06/19
4.9 Provide counseling and referral assistance to skill-training education programs.	M/CS CM, CSM, CSMH, CSMEA, LCM, NCW/CM	07/18-06/19 09/18	07/18-06/19 12/18	07/18-06/19 03/19	07/18-06/19 06/19
4.10 Counsel participants to develop strategies and refer to appropriate resource program.	LCM, CSMH, CSMEA, NCW/CM , CM	10	55 (45)	100 (45)	125 (25)

4.11 Establish and maintain file system for participants	LCM, CSMH, CSMEA, NCW/CM , CM	07/18-06/19 09/18	07/18-06/19 12/18	07/18-06/19 03/19	07/18-06/19 06/19
4.12 Provide participants referrals to Community Colleges for Human Resources Development classes on regular basis	M/CS CM, CSM CSMH, CSMEA, LCM, NCW/CM	07/18-06/19 09/18	07/18-06/19 12/18	07/18-06/19 03/19	07/18-06/19 06/19
4.13 Provide referrals to community colleges for skills training, development of individual employment plans and career path plans	M/CS CM, CSM, CSMH, CSMEA, LCM, CM, NCW/CM	07/18-06/19 09/18	07/18-06/19 12/18	07/18-06/19 03/19	07/18-06/19 06/19
4.14 Assist/advocate for participants applying for needed services.	LCM, CSMH, CSMEA, NCW/CM , CM	10	55 (45)	100 (45)	125 (25)
4.15 Assist 100 clients with information and referral services.	LCM, CSMH, CSMEA, NCW/CM , CM	25	50 (25)	75 (25)	100 (25)
4.16 Assist 25 clients with in-depth case management services (this will be longer term services compared to 100 participants in 4.15)	LCM, CSMH, CSMEA, NCW/CM , CM	5	15 (10)	20 (5)	25 (5)
4.17 Coordinate regular involvement in the NC Works Career Center to insure CSBG eligible customers receive the full array of services. (Conduct Job Fairs at Center)	M/CS CM, CSM, CSMH, CSMEA, LCM, NCW/CM	07/18-06/19 09/18	07/18-06/19 12/18	07/18-06/19 03/19	07/18-06/19 06/19
4.18 Assist participants with applying for standard housing	LCM, CSMH, CSMEA, NCW/CM , CM	07/18-06/19 09/18	07/18-06/19 12/18	07/18-06/19 03/19	07/18-06/19 06/19
4.19 Assist participants with completing applications for loans/grants for rehab or new construction.	LCM, CSMH, CSMEA, NCW/CM , CM	07/18-06/19 09/18	07/18-06/19 12/18	07/18-06/19 03/19	07/18-06/19 06/19
4.20 Monitor participants' applications to assure services are not duplicated.	LCM, CSMH, CSMEA, NCW/CM , CM	07/18-06/19 09/18	07/18-06/19 12/18	07/18-06/19 03/19	07/18-06/19 06/19
4.21 Provide/coordinate financial assistance consistent with participant's action plan to help remove barriers such as: transportation, housing, food, health, and any other needs to help them reach their goal.	M/CS CM, CSM LCM, CSMH, CSMEA, NCW/CM	10	55 (45)	100 (45)	125 (25)
4.22 Through counseling and training, thirty (30) families will gain fulltime employment or upgrade their current	M/CS CM, CSM, CSMH, CSMEA, LCM, NCW/CM	5	15 (10)	20 (5)	25 (5)

employment status.					
4.23 Provide direct client support as needed to include payments for transportation, childcare, housing, utilities, skills training, tuition, uniforms, medical and food assistance, etc.	M/CS, CM, LCM, CSMH, CSMEA, NCW/CM	2	10 (8)	14 (4)	15 (1)
4.24 Coordinate placement for 10 families in substandard housing.	LCM, CSMH, CSMEA, NCW/CM, CM	2	4 (2)	7 (1)	8 (1)
4.25 Provide follow-up counseling as needed for 150 families.	LCM, CSMH, CSMEA, NCW/CM, CM, JD	25	75 (50)	125 (50)	150 (25)
4.26 Counsel families on energy conservation methods and programs.	LCM, CSMH, CSMEA, NCW/CM, CM	07/18-06/19 09/18	07/18-06/19 12/18	07/18-06/19 03/19	07/18-06/19 06/19
4.27 Refer participants to needed services: Weatherization, Emergency Assistance, Employment Assistance, Child Care, Urgent Repair, Single Family Rehab., etc.	LCM, CSMH, CSMEA, NCW/CM, CM	07/18-06/19 09/18	07/18-06/19 12/18	07/18-06/19 03/19	07/18-06/19 06/19
4 Follow-up					
5.1 Staff will follow up with 150 clients to assure needs have been met.	LCM, CSMH, CSMEA, NCW/CM, CM	10	55 (45)	100 (45)	125 (25)
5.2 Staff will generate reports to track participants' characteristics and funding received.	LCM, CSMH, CSMEA, NCW/CM, CM, M/CS	07/18-06/19 09/18	07/18-06/19 12/18	07/18-06/19 03/19	07/18-06/19 06/19
5.3 Staff meetings will be held in order to discuss various needs as well as assure all pledges have been paid in full.	ED, DD, LCM, CSMH, CSMEA, NCW/CM, CM	07/18-06/19 09/18	07/18-06/19 12/18	07/18-06/19 03/19	07/18-06/19 06/19
5.4 Evaluate Program	BD, ED, M/CS, CMS	07/18-06/19 09/18	07/18-06/19 12/18	07/18-06/19 03/19	07/18-06/19 06/19
5.5 Submit required reports	ED, DD, FD LCM, M/CS	07/18-06/19 09/18	07/18-06/19 12/18	07/18-06/19 03/19	07/18-06/19 06/19

KEY:

BD-Board of Directors

ED-Executive Director

FD – Finance Director

DD – Deputy Director

M/CS- Manager of Community Services

CSMEA-Community Services Center Manager-Emergency Assistance

CSMH - Community Services Center Manager - Housing
NCW/CM - NC Works Coordinator – Center Manager
LCM-Lead Case Manager
CM-Case Managers
JD – Job Developer

**Community Services Block Grant Program
Fiscal Year 2018-19 Application for Funding
One-Year Work Program
OEO Form 212 (continued)**

8. Use the tables below to enter your agency's targeted outcome results. The performance measures will be included in the agency's CSBG contract.

All CSBG grantees operating self-sufficiency projects are required to enter program targets in Table 1. Please refer to *Performance Measures and Outcomes Definitions* on page 6 of the Fiscal Year 2018-19 CSBG Application Instructions. If your agency operates more than one project, you will also need to complete Table 2 on the following page and also enter specific program targets. There should be one table of outcome measures per project.

Table 1 Outcome Measures for Project 1 (Self-Sufficiency Program)	
Measure	Expected to Achieve the Outcome in Reporting Period (Target)
The number of participant families served.	125
The number of low-income participant families rising above the poverty level.	18
The number of participant families obtaining employment.	25
The number of participant families who are employed and obtain better employment.	2
The number of jobs with medical benefits obtained.	6
The number of participant families completing education/training programs.	5
The number of participant families securing standard housing.	8
The number of participant families provided emergency assistance.	100
The number of participant families provided employment supports.	10
The number of participant families provided educational supports.	2
The average change in the annual income per participant family experiencing a change.	This measure does not require a target, but must be reported.
The average wage rate of employed participant families.	This measure does not require a target, but must be reported.

**Community Services Block Grant Program
Fiscal Year 2018-19 Application for Funding
One-Year Work Program
OEO Form 212 (continued)**

9. For Community Action Agencies that serve multiple counties, provide a breakdown of the expected *number of persons served* in each designated county in the table below. Show the total number of persons served in the table.

Number of Families to be Served Per County						
Agency Name: Choanoke Area Development Association, Inc.						
Project Name: Self-Sufficiency Program						
County	Bertie	Halifax	Hertford	Martin	Northampton	Total
Total Planned	16	50	21	19	19	125

**Community Services Block Grant Program
Fiscal Year 2018-19 Application for Funding
Monitoring, Assessment and Evaluation Plan**

1. Describe the role and responsibilities of the following in the assessment and evaluation of agency programs.

- a. Board of Directors:

The Board of Directors, as the governing body of the agency, is responsible for the establishment of policies, the direction of activities, and the development of programs and is assisted by the staff in planning, assessing, tracking and evaluating program progress, and recommending changes

- b. Low-Income Community:

Low-income representatives are directly involved through participation on the Board of Directors and on other CADA Advisory Boards and committees that plan, track, and evaluate all CADA programs. Program reports are presented at county council and community organization meetings for review and recommendations. Monthly, the supervisory personnel of each program use the monthly reports generated by the CADA CSBG staff in the Community Service Centers to monitor and evaluate progress. The staff presents program reports to the Board of Directors for review.

- c. Program Participants:

Low-income representatives are directly involved in the planning, tracking, and evaluation of all programs. Program participants are encouraged to evaluate and recommend program changes through individual contacts with staff and group/community organization meetings and through needs assessment surveys and tracking of customer satisfaction.

- d. Others:

The Board of Directors has representation of faith-based, business, industry, and community members who would be included in this category. The membership of Advisory Boards/committees includes other agencies and community organizations. CADA staff serves on consortium boards and collaborates with the community to maximize service without duplication.

2. Describe the systematic approach for collecting, analyzing and reporting customer satisfaction data to the Board of Directors.

- 1.) CADA staff ask clients who seek or who have received assistance from our programs about the quality of the services that CADA provides. CADA compiles the data from the surveys, evaluates

**Community Services Block Grant Program
Fiscal Year 2018-19 Application for Funding
Monitoring, Assessment and Evaluation Plan
(Continued)**

the data and determines what works and what needs improvement. By analyzing the data CADA is able to determine if services are customer friendly, effective, respectful of others, and do they produce the intended results.

- 2.) Melvin Powers, Deputy Director manages the collection of the surveys, compiles survey data each month and provides a report to the Board or designated Board Committee and CADA management staff.
 - 3.) Each quarter the results are evaluated by CADA management staff to determine if changes are needed agency-wide or if any department is having difficulty providing good customer service. A report is compiled for the Board by Mr. Powers.
 - 4.) The results of the surveys are used by the Board and management team to improve customer service and for planning.
 - 5.) The tool, process and results/reports are part of CADA's annual compliance with the Organizational Standards.
3. Describe how administrative policies and procedures are monitored by the Board of Directors.

All CADA employees and members of its governing body are given a copy of the agency's Personnel Policies and Procedures. The Administrative staff and Board monitor these policies. The Personnel and Grievance Committee of the Board of Directors reviews the policies annually and recommends amendments if needed to the Board for approval at a quorum meeting.

CADA has on file a copy of the Affirmative Action Plan approved by CADA's Board of Directors. CADA's Equal Opportunity Officer assures that this plan is adhered to.

Both the Board and the funding sources through monthly and quarterly reports monitor fiscal policies. A local CPA firm conducts an annual audit and copies of the report are transmitted to CADA's governing board and all funding sources.

4. Describe how the Board acts on monitoring, assessment and evaluation reports.

At the monthly Board of Directors' meeting, program reports and recommendations are presented for advice, discussion, revision, and planning as a means of solving problems and improving implementation of service. Programmatic staff is available at Board meetings to answer questions and to provide additional information the Board may need to consider. Through the board process, members make recommendations for Board actions and these are approved, disapproved or tabled for future action. Approval requires a majority of the members. Approval of the CSBG work plan is governed by this process.

**Community Services Block Grant Program
Fiscal Year 2018-19 Application for Funding
Monitoring, Assessment and Evaluation Plan
(Continued)**

5. Describe the Board's procedure for conducting the agency self-evaluation.

Each year during the planning process, the agency conducts a self-assessment. This self-assessment is the basis for program planning and assures the responsiveness of the agency to community needs. Upon completion of a project – end of program year – an in-depth assessment of the project's goals, impact and cost effectiveness is conducted by staff, the Board and the low income. The Board is provided information for assessment through Committee/Staff/ Executive Director reports. This information is used by the Board to determine revisions/additions to the agency's work plan and strategic planning. Agency self-evaluation is an ongoing process. Proposals for funding are presented to the Board for approval each month.

6. Summarize the results of the Board's most recent self-evaluation. Describe how the information has been or will be used to develop the agency's next Strategy for Eliminating Poverty. Indicate the timeframe and planned activities for the next evaluation.

Self-Assessments are conducted at the end of each fiscal year. The Board of Directors receives reports from the Executive Director and the managers of the self-sufficiency, housing and employment departments that outline expected and actual results. These reports are delivered each quarter and as needed. Evaluations are ongoing throughout the year and the process provides a foundation for program planning and a vehicle for modification when needed. Board members review the items presented, discuss any perceived problems and explore potential program revisions to insure the agency's continued responsiveness to community needs.

Board members expressed concerns regarding requirements of spending the county allocations in the specified county. An example of a challenge that may occur due to the county spending requirements is CADA may have challenges (staffing and resource) to respond to a crisis in a particular county (for example, natural disasters, plant layoffs, plant closings).



AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

FROM: Dia H. Denton, Deputy County Manager

PRESENTER: Bruce McKay, Dominion Energy

SUBJECT: Atlantic Coast Pipeline Easement Agreement

DATE: February 5, 2018 Regular Meeting

SUPPORTING INFORMATION:

Dominion Energy, specifically the Atlantic Coastline Pipeline, LLC, is requesting an easement from Halifax County to extend a portion of the proposed pipeline through Halifax County property. The total offered for the easement is \$31,800 (\$4,000/acre), for both temporary and permanent right of way. The easement agreement, offer calculation sheet, and map are enclosed for review.

ATTACHMENTS:

Description

- ▣ ACP Easement Agreement and Offer

TOTAL COST:0

COUNTY COST:0

REQUEST: Request Board to consider easement agreement and offer by Dominion Energy (Atlantic Coast Pipeline, LLC).

PREPARED BY:
ATLANTIC COAST PIPELINE, LLC
120 Tredegar Street
Richmond, VA 23219

Return to:
Doyle Land Services, Inc. in service to
Atlantic Coast Pipeline, LLC
PO Box 2829
Smithfield, NC 27577

EASEMENT AGREEMENT

Pipeline No.: AP 2
Tract(s): 17-025
County Tax ID Number / Parcel Number / PIN: 0601166
Excise Tax:

THIS AGREEMENT, made and effective _____, 2018, for and in consideration of the sum of Ten and no/100 Dollars (\$10.00) and other good and valuable consideration, the receipt of which is hereby acknowledged, HALIFAX COUNTY, of 10 North King St., Halifax, NC, 27839 (hereinafter called "Grantor") hereby grants and conveys, to ATLANTIC COAST PIPELINE, LLC, a Delaware limited liability company, of 120 Tredegar Street, Richmond, Virginia, 23219, its successors and assigns (hereinafter called "Grantee") permanent and temporary easements, as more fully described herein, for a right-of-way to construct, install, maintain, repair, replace, change the size of, operate and remove one natural gas pipeline, together with all appurtenant appliances and equipment, for the transportation of natural gas and its naturally-occurring constituents upon and over certain lands of Grantor situated in Halifax County, North Carolina, being further described as follows:

That certain tract of land composed of 345.78 acres, more or less, located in Halifax County, North Carolina and being more particularly described in two (2) Bargain & Sale Deeds, in Book 24, page 570 and Book 32, page 89 of the public records of said County.

The general location, width, and other bounds of the Permanent Easement and the Temporary Work Easement conveyed herein shall be as depicted on the plat attached to this Easement Agreement as Exhibit "A", and made a part hereof. The Temporary Work Easement will be used during the initial

construction and for restoration, clean-up, re-vegetation, and any repair or remediation required by initial pipeline installation. Prior to the start of initial construction on the Permanent Easement, Grantor will receive notice of the commencement of construction. The Temporary Work Easement will terminate five (5) years after the commencement of construction on the Permanent Easement.

Grantee shall have the right to modify the location of the pipeline within the Permanent Easement during initial construction.

Grantee shall have the right to use the Permanent Easement (1) to construct, install, maintain, repair, replace, change the size of, operate and remove anodes and other devices for the cathodic protection of the pipeline, and (2) to construct, install, maintain, repair, replace, change the size of, operate and remove any valves, gates, drips and other appurtenances necessary for the operation of the pipeline.

Grantee shall have the right of ingress and egress to and along the Temporary Work Easement and the Permanent Easement, and to use the Temporary Work Easement and Permanent Easement to transport pipe, vehicles, machinery, persons, equipment and other materials to and from other lands. Further, Grantee shall have the right to use any existing road(s) on the property to access the Temporary Work Easement and the Permanent Easement or to exercise any of the rights granted herein. Grantee shall repair any damage caused by its use of those roads.

Grantor hereby grants to Grantee all other rights necessary or convenient for the full use and enjoyment of the rights herein granted, including but not limited to the right (1) to clear the Permanent Easement of any and all obstructions, and (2) to clear, cut, trim, and remove all vegetation, trees, brush, and overhead branches from the Temporary Work Easement and Permanent Easement; provided that removal of trees and vegetation shall be by mechanical means only.

Grantee agrees to pay for actual damages to crops, trees and fences arising from the exercise of rights granted herein during construction and operation of pipeline, consistent with its obligations under applicable laws.

Grantor shall be entitled to the use and enjoyment of the lands covered by the Permanent Easement, subject to the rights herein granted to Grantee. Grantor shall not construct nor cause to be constructed any permanent or temporary structures or obstructions of any kind within the Permanent Easement, including but not limited to buildings, garages, sheds, pools, mobile homes, trees, poles or towers. No construction equipment or vehicles of any kind shall be stored, nor heavy machinery or equipment operated, within the Permanent Easement; provided, that nothing herein shall prohibit the use of typical farming equipment and farming activities. No earth shall be removed from or filled upon the Permanent Easement without the express written consent of Grantee. Grantor shall be responsible for complying with any state or local "one call" requirements in the event of construction on or near the Permanent Easement.

Grantee agrees to protect, defend, indemnify and hold harmless the Grantor from any and all damages, claims for damages, demands, suits, recoveries, judgments or executions which may arise or be made by reason of injuries or damages to persons or property resulting from Grantee's exercise of the rights granted herein, consistent with Grantee's obligations under applicable laws or regulations. This

indemnification shall not extend to any claims which arise from the sole negligence or willful or wanton misconduct by Grantor or third parties.

All equipment, fixtures, and facilities placed on the Permanent Easement by Grantee shall be and remain the property of Grantee. Grantee shall have the right to terminate this Agreement or any portion thereof by filing a release in the same public records in which it is recorded. In the event that Grantee terminates this Agreement, in whole or part, Grantee shall have a reasonable time afterward to remove all of its equipment, fixtures, and facilities unless express permission has been received from the then-owner to abandon such items in-place. Following removal of its equipment and fixtures, Grantee shall restore the lands, as nearly as practicable, to the condition existing prior to termination.

This agreement may be executed in counterparts and shall be binding upon each party executing any counterpart and upon their respective heirs, personal representatives, successors and assigns.

By acceptance of this easement, Grantee agrees to perform and comply with all conditions and covenants contained herein.

See addendum attached hereto for additional provisions to this agreement.

Witness the following signatures and seals effective as of the date first above written.

WITNESS:

GRANTOR: HALIFAX COUNTY

Print Name: _____

By: _____

Title: _____

SEAL-STAMP NORTH CAROLINA, _____ COUNTY

I certify that the following person(s) personally appeared before me this day, each acknowledging to me that he or she signed the foregoing document: _____,
_____ on behalf of HALIFAX COUNTY.

Date: _____

[Official Seal]

Notary Public
Print Name: _____

My commission expires: _____

ADDENDUM

This ADDENDUM to that certain Easement Agreement dated _____ by and between HALIFAX COUNTY (hereinafter called the ("Grantor")) and ATLANTIC COAST PIPELINE, LLC, its successors and assigns (hereinafter called "Grantee")

With Property being located in Halifax County, North Carolina.

Should there be a conflict between the special provision listed herein below and the main body of that certain Easement Agreement referenced above, in all cases the special provisions listed below (subject to state, local, and federal regulations) shall prevail.

If Local, State or Federally-regulated waters or wetlands (collectively and individually "Regulated Waters or Wetlands") within the Permanent Easement or Temporary Easement are disturbed by Grantee, Grantor acknowledges that Grantee may be required by law to restore and/or re-vegetate any such disturbed Regulated Waters or Wetlands. Additionally, Grantor agrees to: (a) cooperate with Grantee to ensure any such restored or re-vegetated Regulated Waters or Wetlands are maintained as required by applicable laws; (b) notify Grantee in advance of any proposed plans to disturb any Regulated Waters or Wetlands within the Permanent Easement or Temporary Easement; and (c) notify Grantee of Grantor's efforts to obtain any required permits, permit modifications and/or approvals, prior to conducting any proposed disturbance of Regulated Waters or Wetlands within the Permanent Easement or Temporary Easement. Grantor agrees that any permitting and/or disturbance of Regulated Waters or Wetlands by Grantor within the Permanent Easement or Temporary Easement, including any required mitigation and/or penalties, will be at Grantor's own risk and cost.

The location, width, and other bounds of the permanent easement (the "Permanent Easement") and the temporary work easement (the "Temporary Work Easement") (the Permanent Easement and the Temporary Work Easement are collectively referred to as the "Easement Area") conveyed in the Easement Agreement are to be located as depicted on the plat attached hereto as Exhibit "A", which is incorporated herein by this reference. After initial construction has been completed, the Permanent Easement shall not exceed fifty (50') in width. Effective as of the granting of the Easement Agreement, the final location of the Permanent Easement may be further adjusted, and shall be fixed and determined by the installation of the pipeline on Grantor's property within the area of the Permanent Easement shown on Exhibit "A." The final Permanent Easement area shall be twenty-five (25') on each side of the center of the installed pipeline. The final Temporary Work Easement shall be adjacent to the Permanent Easement and shall not exceed seventy-five (75') feet in width from the Permanent Easement. Within a reasonable time after completion of construction on Grantor's property, Grantee will prepare a survey of the final Easement Area and develop a more precise description of the location of the Easement Area (the "Map") and record the Map in the land records of the county where Grantor's property is situated. Grantee agrees to compensate Grantor if the area of the adjusted Permanent Easement or Temporary Work Easement area exceeds the area shown on Exhibit "A" and for which Grantor has been compensated. Any additional compensation will be calculated using the same rates and methods used to calculate the compensation paid to Grantor upon the signing of this agreement and shall only include the amount by which the additional compensation, if any, exceeds the initial

compensation. Grantor will NOT be required to reimburse Grantee for any amount paid as consideration for the Easement Agreement, including for any acreage for which Grantor received compensation but was not ultimately included in the Permanent Easement or Temporary Work Easement shown on the Map.

Regarding trees, slash and related debris, removed from the Permanent Easement and Temporary Work Easement under this agreement ("Timbering Material"), Grantor hereby understands, approves and agrees that Grantee may, in its sole discretion and in accordance with any applicable governmental approvals, permits, laws or regulations: (i) chip and disperse Timbering Material both upon and off of the Permanent Easement and Temporary Work Easement; (ii) stack Timbering Material removed from the Permanent Easement or Temporary Work Easement both upon and off of the Permanent Easement and Temporary Work Easement; (iii) remove Timbering Material from Grantor's property altogether; and (iv) burn slash and debris on the Permanent Easement and Temporary Work Easement in accordance with permit regulations and agency consultations. Grantee agrees to coordinate with Grantor as to a location of any stacking of Timbering Material immediately adjacent to the Permanent Easement and will use commercially reasonable efforts to locate log stacks for landowner access. The final determination as to the location of any stacks of Timbering Material will ultimately be in the sole discretion of Grantee. Grantor further understands, agrees and acknowledges that Grantor will be solely responsible for any damages to the Permanent Easement or Temporary Work Easement caused by Grantor's removal of any Timbering Material following restoration of the Permanent Easement and Temporary Work Easement.

Witness the following signatures and seals effective as of the date first above written.

SIGNED FOR IDENTIFICATION:

WITNESS:

GRANTOR: HALIFAX COUNTY

_____ (SEAL)

Print Name: _____ By: _____

Title: _____

Offer Calculation Sheet (Attachment to Letter)
(Acreage Calculation)

Date	_____, 2018
State	NC
County	Halifax
Tract No.	17-025
Permanent Right Of Way Acres	5.13
Permanent Right Of Way Value Per Acre NC - Halifax (Rural) - Agricultural and Residential - 100+ acres	4,000
Permanent Right Of Way Offer Percentage	100%
Permanent Right Of Way Offer Amount (acres * value * percentage)	\$20,520.00
Temporary Right Of Way Acres	5.64
Temporary Right Of Way Value Per Acre	4,000
Temporary Right Of Way Offer Percentage	50%
Temporary Right Of Way Offer Amount (acres * value * percentage)	\$11,280.00
Access Road (or other element) Offer Amount	\$0.00
Total Offer Amount	\$31,800.00

EXHIBIT "A"

BEARINGS & DISTANCE ALONG PIPELINE:

788+06 TO 789+78 S 72°13'29" W - 172'
 783+43 TO 790+77 S 14°01'33" W - 734'
 790+77 TO 814+07 S 16°30'00" W - 2330'
 814+07 TO 818+22 S 38°00'20" W - 415'
 800+02 TO 802+59 S 06°14'03" W - 257'
 802+59 TO 806+94 S 00°13'57" E - 435'
 806+94 TO 808+28 S 38°21'30" W - 134'

NOTES:

1. THIS MAP IS NOT A CERTIFIED SURVEY AND HAS NOT BEEN REVIEWED BY A LOCAL GOVERNMENT AGENCY FOR COMPLIANCE WITH ANY APPLICABLE LAND DEVELOPMENT REGULATIONS.
2. COORDINATE SYSTEM USED FOR MAPPING AND TOPOGRAPHY - UTM WITH NAD83 DATUM, ZONE 17, US SURVEY FOOT, CENTRAL MERIDIAN 81° W
3. ALL STATIONING SHOWN IS SLOPE STATIONING.
4. THIS EXHIBIT DOES NOT REPRESENT A BOUNDARY SURVEY AND IS NOT INTENDED FOR RECORDATION. FOR INFORMATIONAL PURPOSES ONLY (PER 21 NCAC 56.1103-(c)(5)).
5. PROPERTY BOUNDARIES SHOWN ARE FROM GIS AND TAX RECORDS PROVIDED BY OTHERS.
6. IN ACCORDANCE WITH THE EASEMENT AGREEMENT, GRANTEE SHALL HAVE THE RIGHT TO MODIFY THE LOCATION OF THE PIPELINE WITHIN THE PERMANENT EASEMENT DURING INITIAL CONSTRUCTION.
7. FIELD SURVEY AND MAPPING COMPLETED BY GAI CONSULTANTS-NC, INC.

LL-17-025
 N/F
 HALIFAX COUNTY
 PARCEL I.D. #0601166
 4477 LF

PERMANENT RIGHT OF WAY AREA = 223,553 SQ FT / 5.13 AC
 TEMPORARY RIGHT OF WAY AREA = 206,444 SQ FT / 4.73 AC
 EXTRA WORK SPACE AREA = 39,664 SQ FT / 0.91 AC

SCALE: 1" = 5000'

LEGEND

- PROPERTY LINE
- PROPOSED PERMANENT EASEMENT
- PROPOSED GAS PIPELINE
- PROPOSED ACCESS ROAD
- PROPOSED TEMPORARY R.O.W.
- EXTRA WORK SPACE
- TOPSOIL SEGREGATION AREA

STATION EQUATION
 STATION = 818+22.38 BK.
 STATION = 800.02.15 AHD.

VALVE SITE 24
 TURNER 50'X50'

SCALE: 1" = 500'

500' 0 500'

RIGHT OF WAY EXHIBIT

HALIFAX COUNTY
 HALIFAX COUNTY, NORTH CAROLINA

ATLANTIC COAST PIPELINE, LLC
 C/O DOMINION TRANSMISSION, INC.
 445 W. MAIN STREET
 CLARKSBURG, WEST VIRGINIA 26301

DWN. GAH CHKD. DLH APPD. DFC II DATE 9/29/17

SCALE: AS SHOWN TASK NO. 01

PROJECT NO./DASH NO. 140468

DRAWING NO. LL-17-025 3 REV

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AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

FROM: Buddy Wrenn, Emergency Management Coordinator

PRESENTER: Buddy Wrenn, Emergency Management Coordinator

SUBJECT: Emergency Management Performance Grant

DATE: February 5, 2018 Regular Meeting

SUPPORTING INFORMATION:

Attached, please find a copy of the FFY 2018 EMPG application. The total program amount is \$41,250. This program amount is generated from a formula based on the County's population. The County's in kind match is one half of the total program amount of \$20,625. This grant has optional work activities to earn additional money. This has historically been \$15,000 to \$17,000 in additional funding.

ATTACHMENTS:

Description

- ▢ FY 18 EMPG Halifax Application

TOTAL COST:\$41,250

COUNTY COST:\$20,625 in kind

REQUEST: Approve the submission of the EMPG application, the receipt of funds, if awarded, and authorize the appropriate staff to execute the documents.



North Carolina Department of Public Safety

Emergency Management

Roy Cooper, Governor
Erik A. Hooks, Secretary

Michael A. Sprayberry, Director

MEMORANDUM

TO: Local Emergency Management Coordinator

THROUGH: NCEM Branch Manager

FROM: Michael A. Sprayberry, Director *M6K for MAS
1/5/18*

DATE: January 5, 2018

SUBJECT: Emergency Management Performance Grant (EMPG) FFY 2018 Funding

North Carolina Emergency Management invites you to submit your application for the Emergency Management Performance Grant (EMPG) for FFY 2018 (October 1, 2017 – September 30, 2019). **Please submit your application to your NCEM Branch Office by February 7, 2018.** You must complete, sign, and submit all documentation to your Branch Office by this deadline in order to be eligible for FFY 2018 EMPG funding.

The enclosed application package contains guidance and the forms to complete your application. I highly recommend consulting with your county officials while completing this application and using it as an opportunity to discuss your comprehensive emergency management program.

If you have questions about this package, please contact your Area Coordinator or Branch Manager. They are available to assist you in completing this application.

Thank you for your continued support of NCEM!

Attachments:

- FFY 2018 EMPG Application Package
 - Instructions for EM Form 66
 - EM Form 66
 - EM Program Manager 2018 Certification

MAILING ADDRESS:
4236 Mail Service Center
Raleigh, NC 27699-4236
www.ncem.org
www.ncdps.gov



An Equal Opportunity employer

OFFICE LOCATION:
1636 Gold Star Drive
Raleigh, NC 27607-3371
Telephone: (919) 825-2500
Fax: (919) 825-2683

**NORTH CAROLINA EMERGENCY MANAGEMENT
FFY 2018 EMERGENCY MANAGEMENT PERFORMANCE GRANT
(EMPG)**

APPLICATION

Submission Deadline: February 7, 2018

INSTRUCTIONS FOR COMPLETING EM FORM 66

A. Applicant Information

- EM Agency Name - Type or print the official legal title of your Emergency Management (EM) agency.
- Street Address, City, ZIP + 4 - Type or print the street address, city, and nine digit zip code.
- D-U-N-S Number - Type or print the unique nine-digit identification number for your county's agency. *NOTE: Your financial personnel should be able to provide you with this number.*
- EIN/Tax ID Number - Type or print the unique nine-digit identification number for your county's agency. *NOTE: Your financial personnel should be able to provide you with this number.*
- SAM Registered - Each applicant must be registered in the Federal System for Award Management (SAM) annually in order to be eligible to receive EMPG monies. The URL is <https://www.sam.gov/>.
- Expiration Date - What is the expiration date for your SAM account?

B. Applicant Point of Contact Information - Type or print the name and contact information for the person responsible for the day to day management of the grant once awarded.

C. County EM Program Manager Contact Information - Type or print the name of the county Emergency Management Program Manager. *NOTE: Must be the same title on the Position Description and Organization Chart.*

D. Finance Manager - Type or print the name of the county Financial Manager. *NOTE: Must be the same title on the Position Description and Organization Chart.*

E. MOA Signatory Information - Type or print the name and contact information for the person that has signatory authority to accept the grant award on behalf of the municipality.

F. Project Information

- Anticipated Local EM total budget - Type or print the budget allocated by the county for the EM program
- Pre-Award Cost Request - If you would like request pre-award cost please enter the amount and attach an explanation of what expenses the request will cover.
- Time (%) - EM Program Manager will type or print the percentage of time the Program Manager devotes to Emergency Management program activities (e.g. 50%, 60%, 90%, etc.).
- Current Salary - Type or print the current annual salary for EM Program Manager. (Round to the nearest dollar).

- Date of Employment in Current Position - Enter the start date of the Emergency Management Program Manager, e.g. 02/04/2014.
- Personnel Data Table - Complete the specific questions that deal with EM program staff. For the cost share or in-kind match question, explain how the county will match the federal award grant monies. In FFY 2018, EMPG has a 50% county and 50% federal cost share cash or in-kind match requirement. Federal funds cannot be matched with other federal funds. The data requested will assist in documenting the extent to which EMPG Program funding contributes to enhancing or sustaining emergency management capacity in terms of personnel support at the local level.
- All EMPG Program funds (federal and match) allocated towards local emergency management personnel - Enter the dollar amount for all EMPG Program funds (federal and match) allocated for emergency management personnel.
- Total number of local emergency management full-time equivalent (FTE) personnel (including those supported and not supported by the EMPG Program) - Enter the total number of emergency management full-time equivalent (FTE) personnel (including those supported and not supported by the EMPG Program).
- Number of local emergency management full-time equivalent (FTE) personnel supported by the EMPG Program - Enter the number of emergency management full-time equivalent (FTE) personnel supported by the EMPG Program.
- Total number of local emergency management personnel funded (fully or partially) by the EMPG Program - Enter the total number of local emergency management personnel funded (fully or partially) by the EMPG Program.
- Cost share or in-kind match explanation in detail - Enter in information as to how the county will match the federal EMPG share. Describe if funds will come from a general fund, in-kind match, etc.

G. FEMA Reporting and Review Requirements

- Core capabilities - Select a capability that best describes this project (required by FEMA for annual reporting).
- Environmental Historical Preservation - Complete if your project involves construction, modification, or installation of equipment to a permanent fixture.
- Project Milestone - Describe the steps that will help you complete this project.

H. Certifications - Verify that all application information is correct.

**NORTH CAROLINA EMERGENCY MANAGEMENT
FFY 2018 EMERGENCY MANAGEMENT PERFORMANCE GRANT
(EMPG)**

APPLICATION

Submission Deadline: February 7, 2018

EM FORM 66

A. Applicant Information

(When awarded a grant, the applicant will be referred to as the sub-recipient)

Applicant	Halifax County Emergency Management		
Street Address	10 N. King Street		
City, State, ZIP + 4	Halifax, NC 27839-9753		
DUNS Number	014305957		
Tax ID Number	56-6001836		
Registered in SAM? <i>(Registration is required)</i>	Yes	Expiration Date	12/20/2018

B. Applicant Point of Contact Information

(Primary point of contact for all communication regarding the grant)

Name	Buddy Wrenn		
Agency	Halifax County Emergency Management		
Title	Emergency Management Coordinator		
Phone (Work)	252-583-2031	Phone (Mobile)	252-308-7617
Street Address	10 N. King Street		
City	Halifax	ZIP + 4	27839-9753
Email	wrennb@halifaxnc.com		

C. County EM Program Manager Contact Information

Name	Buddy Wrenn
Email	wrennb@halifaxnc.com

D. County Finance Director Contact Information

Name	Mary Duncan
Email	duncanm@halifaxnc.com

E. MOA Signatory Information:

(Individual who has the authority to sign the grant agreement, if more than one signatory is required add contact information on separate sheet)

Name	Vernon Bryant		
Agency	Halifax County Board of Commissioners		
Title	Chairman, Halifax County Board of Commissioners		
Street Address <i>(must be physical address, not PO Box)</i>	10 North King Street		
City	Halifax	ZIP + 4	27839-9753
Email	bryantv@halifaxnc.com		
Name			
Agency			
Title			
Street Address <i>(must be physical address, not PO Box)</i>			
City		ZIP + 4	
Email			

*****Please attach information for additional MOA signatory, if necessary *****

F. Project Information

Project Name			
Local Emergency Management Project			
Project Description/Match Explanation			
1. Equipment 2. Training 3. Full Scale Exercise 4. Office Supplies 5. Support Mass Care Services and Sheltering 6. Maintenance of Equipment as authorized under EMPG 7. Mass Notification System			
The total match for this grant award will be met by (salary match /in-kind/ county funds). Explanation: Will be met with salary from county funds and in-kind services			
Solution Area	Funding Amount	Match Amount	Total
Anticipated Total EM budget			\$94,196
Pre Award Cost Request	0	0	0
Planning	\$2000	\$2000	\$4000
Organization (Salary) <i>Indicate actual percentage of time Emergency Management Program Manager devotes to work on only EM activities. Please do not include work time for EMS, 911, Fire Marshal, Safety activities, etc.</i>	<i>Time (%)</i> <i>(e.g. 50%, 75%, 100%)</i>	<i>Current Salary</i>	<i>Date of Employment in Current Position</i>
	100	53,374	5/2/2016
<i>Personnel Data: Complete for personnel supported with FFY 2018 EMPG Program funds</i>			
a. All EMPG Program funds (federal and match) allocated towards local emergency management personnel?			\$ 53374
b. All EMPG Program funds (federal and match) allocated towards non-local emergency management personnel?			\$0
c. Total number of local emergency management full-time equivalent (FTE) personnel (including those supported and not supported by the EMPG Program)?			1
d. Number of local emergency management full-time equivalent (FTE) personnel supported (fully or partially) by the EMPG Program?			1
e. Number of local emergency management personnel supported (fully or partially) by the EMPG Program?			1
Equipment (Only AEL listed equipment)	\$12000	\$12000	\$24000
Training	\$5000	\$5000	\$10000
Exercise	\$10000	\$10000	\$20000
TOTAL FUNDING	\$37500	\$37500	\$75000

G. FEMA Reporting and Review Requirements

Which Core Capability(s) best describes this project (required by FEMA for annual reporting)? https://www.fema.gov/core-capabilities	
<input checked="" type="checkbox"/> Planning	<input type="checkbox"/> Critical Transportation
<input checked="" type="checkbox"/> Operational Coordination	<input type="checkbox"/> Environmental Response/Health and Safety
<input type="checkbox"/> Forensics and Attribution	<input type="checkbox"/> Natural and Cultural Resources
<input type="checkbox"/> Interdiction and Disruption	<input type="checkbox"/> Fire Management and Suppression
<input type="checkbox"/> Screening, Search, and Detection	<input type="checkbox"/> Infrastructure Systems
<input type="checkbox"/> Access Control and Identity Verification	<input type="checkbox"/> Logistics and Supply Chain Management
<input type="checkbox"/> Physical Protective Measures	<input type="checkbox"/> On-scene Security, Protection, and Law Enforcement
<input type="checkbox"/> Supply Chain Integrity and Security	<input type="checkbox"/> Operational Communications
<input type="checkbox"/> Cyber Security	<input type="checkbox"/> Threats and Hazard Identification
<input type="checkbox"/> Housing	<input type="checkbox"/> Risk/Disaster Resiliency Assessment
<input type="checkbox"/> Fatality Management Services	<input type="checkbox"/> Mass Search and Rescue Operations
<input type="checkbox"/> Intelligence and Information Sharing	<input checked="" type="checkbox"/> Public Information and Warning
<input type="checkbox"/> Community Resilience	<input type="checkbox"/> Health and Social Services
<input checked="" type="checkbox"/> Mass Care Services	<input type="checkbox"/> Economic Recovery
<input type="checkbox"/> Public Health and Medical Services	<input type="checkbox"/> Long-term Vulnerability Reduction
<input type="checkbox"/> Risk Management for Protection Programs and Activities	<input type="checkbox"/> Situational Assessment
Environmental and Historic Preservation	
Does this project require new construction, renovation, retrofitting, or modification of existing structures?	No
Does this project require affixing equipment (e.g. TV, monitor, radio equipment, etc.) to an existing structure?	No
If you answered yes to either question above, please provide explanation:	
Project Milestones: <i>Describe the major steps that will occur over the process of completing the project and include the estimated date of those steps. Project plan should be no longer than 12 months.</i>	
Milestone	Date (mm/yyyy)
Receive grant award	10/2018
Supplies/Equipment purchases	1/2019
Training and exercise projects	06/2019
Complete project activity	09/2019

H. Certification

I certify that:

- ☒ This application includes completed and accurate information.
- ☒ No project (supported through federal and/or matching funds) having the potential to impact Environmental or Historical Preservation (EHP) can be started without the prior approval of FEMA, including but not limited to communications towers, physical security enhancements, new construction, and modifications to buildings, structures and objects that are 50 years old or greater. Applicant must comply with all conditions placed on the project as the result of the EHP review. Any change to the approved project scope of work will require re-evaluation for compliance with these EHP requirements. Any activities that have been initiated without the necessary EHP review and approval will result in a non-compliance finding and will not be eligible for FEMA funding.

- ☒ In accordance with HSPD-5, the adoption of the National Incident Management System (NIMS) is a requirement to receive federal preparedness assistance through grants, contracts, and other activities. By submitting this grant application, you and all participating entities are certifying that your locality/state agency is NIMS compliant.
- ☒ Submission of the project proposal does not guarantee funding.
- ☒ Any projects allocated funds for equipment will be required to check all equipment purchases against the Allowable Equipment List (<https://www.fema.gov/authorized-equipment-list>).
- ☒ Any changes made to this grant application after the submission deadline must be approved by the Planning and Homeland Security Section Grants Branch Manager and an updated application must be submitted.
- ☒ Positions that are classified as sworn law enforcement officers may not be funded through EMPG.

I. State/Local FFY 2018 EMPG Agreement

This is to certify that the above named agency agrees to successfully complete the activities below in full partnership with North Carolina Emergency Management and the U.S. Department of Homeland Security. The appropriate Branch Manager and/or Area Coordinator will review the progress of this agreement quarterly with the local Emergency Management Program Manager. This report will also be the basis for continued funding during this fiscal year.

All universal and optional activity deliverables must be completed by **September 30, 2017**. To receive credit for any deliverables you complete, an electronic copy for each deliverable must be uploaded into WebEOC by the deadline above and approved by state personnel. Failure to complete universal and optional activities will result in a penalty of funds awarded that will be reflected on the FFY 2018 EMPG awards to the county.

Universal Activities:

- 2018.01 Review and complete the NIMS reporting tool.
- 2018.02 Review/update county Emergency Operation/Response Plan.
- 2018.03 Participate in a minimum 24 hours EM training per year.
- 2018.04 Conduct or participate in three exercises per year.
- 2018.05 Complete all NIMS training requirements as outlined in NIMS five-year plan.
- 2018.07 Attend NCEMA Statewide Emergency Management Conferences each year.
- 2018.09 Review jurisdiction's authorized agents page of the Statewide Mutual Aid Agreement.
- 2018.52 Update county profile in the WebEOC.

Optional Activities:

To be selected by the county.

NOTE: As listed above to be eligible to receive EMPG funding, applicants must meet NIMS compliance requirements. The THIRA/SPR/NIMS is the required tool to report annual NIMS compliance for EMPG funds.

Compliance Requirements

- NIMS Training: IS 100; IS 200; IS 700; and IS 800.
- FEMA Professional Development Series: IS 120; IS 230a; IS 230b; IS 235a; IS 235b; IS 240a; IS 241a; IS 242a; and IS 244a.

EMPG Program funds used for training should support the nationwide implementation of NIMS. Recipients are encouraged to place emphasis on the core competencies as defined in the NIMS Training Program. The NIMS Training Program can be found at http://www.fema.gov/pdf/emergency/nims/nims_training_program.pdf. The *NIMS Guideline for Credentialing of Personnel* provides guidance on the national credentialing standards. The NIMS

Guidelines for Credentialing can be found at

http://www.fema.gov/pdf/emergency/nims/nims_cred_guidelines_report.pdf.

The Federal Funding Accountability and Transparency Act (FFATA) necessitates a system to allow prime grant award and sub-award recipients to report monies received from federal funds. The FFATA Subaward Reporting System – FSRS.gov – is the system that allows grant award and contract award recipients to electronically report their sub-award monies. Each prime and sub-award recipients must be registered and renewed annually in the System for Award Management (SAM) to continue to be eligible for EMPG monies.

This Agreement will become effective upon execution of all parties to the Agreement. The date of execution shall be the date of the last signature.

2018 CERTIFICATION

EXECUTED THIS THE ____ DAY OF _____

Buddy Wrenn
(Print) Name of Local EM Program Manager

Buddy Wrenn
Signature of Local EM Program Manager

16 January 2018
Date

*I do hereby certify that the EM Program Manager position is currently being filled by either a permanent or acting county employee.

Signature of Local Finance Officer

Date

Signature of Local Chief Executive Officer

Date

County of _____



AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

FROM: Buddy Wrenn, Emergency Management Coordinator

PRESENTER: Buddy Wrenn, Emergency Management Coordinator

SUBJECT: Tier II Local Emergency Planning Committee Grant

DATE: February 5, 2018 Regular Meeting

SUPPORTING INFORMATION:

Attached, please find a copy of Halifax County's Tier II LEPC (Local Emergency Planning Committee) Grant application and an email with required deadline. The grant allows for up to \$1000 dollars to be reimbursed from the state in support of our local emergency planning committee. This process is by submission of a reimbursement package to North Carolina Emergency Management.

ATTACHMENTS:

Description

- ▢ 2018 Halifax Tier II Grant Application
- ▢ Tier II email

TOTAL COST:\$1000

COUNTY COST:\$0

REQUEST: Approve the submission of the Tier II LEPC Grant, the receipt of funds, if awarded, and authorize the appropriate staff to execute the documents.

2018 Tier II Competitive Grant Guidance and Application

North Carolina Emergency Management Technological Hazards Branch

General Information

State of North Carolina 2018 Tier II Competitive Grant funds will be passed through to Local Emergency Planning Committees (LEPCs) and Tribes within North Carolina on a competitive basis utilizing this application.

For the state Tier II Competitive Grant program, NCEM will award a maximum amount of \$10,000 for each project. Our goal is to fund at least two projects in each NCEM Branch.

To be considered for an award under either program, a single application per LEPC project must be received by Area Coordinators/Branch Managers no later than January 30, 2018.

The NC Competitive Tier II grant is managed by NCEM with funds derived from Tier II reporting facilities, and must be used for hazardous materials response planning, training, and related exercises. It has no requirement to be transportation related as other hazardous materials grant opportunities.

This year priority will be given to (in order):

- Joint/regional hazardous materials preparedness activities.
- Exercise of hazardous materials plans.
- Development of emergency response plans with a clearly identifiable hazardous materials focus or the development or update of the hazardous materials annex to the County/Tribal Plan.

Tier II Universal

Does your LEPC request the Tier II Universal funding of \$1000.00 per county compromising your LEPC?

☒ X Our LEPC *requests* the universal grant funding.

☐ Our LEPC *declines* the universal grant funding.

Tier II Competitive

All Active LEPCs can apply for the competitive grant with or without accepting the universal grant.

Period of Performance (Anticipated)

Feb 1, 2018 through January 30, 2019.

Eligible Projects and Activities

The following activities are eligible as projects for consideration. The intent of this process is to allow grant funds to be used by LEPCs for a variety of identified planning needs.

- Conduct Joint/regional hazardous materials preparedness activities that mutually benefit all parties.
- Conduct exercises based on response plans.
- Develop initial LEPC/Tribal Emergency Response Plan, or Hazardous Materials Annex to County/Tribal Plan.
- Revision of the LEPC/Tribal Emergency Response Plan, or Hazardous Materials Annex to County/Tribal Plan.
- Develop or expand Regional Response Team planning.
- Conduct or revise Hazard Identification and Vulnerability Analysis (HIVA).

Grant Award Criteria

Applicants must ensure their hazardous materials response plan is consistent with the provisions of the Emergency Planning and Community Right-To-Know Act (EPCRA), also known as the Superfund Amendment Reauthorization Act (SARA) Title III, and have a functional and active LEPC or Tribal hazardous material response program. Proposed projects will be competitively evaluated according to the following selection criteria:

- How effective will the project be in improving hazardous materials capabilities?
- How cost effective is the proposed project?
- Does it contribute to other jurisdictions planning and regional response efforts?

Applicants must have an active registration in the federal System for Award Management (SAM).

Budgetary Criteria

The following budgetary rules apply to all applications.

Allowable expenses for activities:

- Hiring contractors or consultants to perform work eligible under the grant.
- Equipment rental.
- Per Diem and travel expenses.
- Supplies and training materials.
- Mail and postage costs.
- Printing and reproduction costs.

Non-allowable expenses:

- No funds may be used to replace or supplant local government funding of existing planning or exercise programs.
- Salary (including overtime) of any employees who backfill positions.

Application Review

Proposed project applications will be subjected to a competitive review process. If necessary, a review panel will meet before January 30, 2018 to evaluate all applications. The review panel may consist of the Branch Managers and/or members of the North Carolina State Emergency Response Commission Hazardous Materials Committee. An effort will be made to achieve the broadest possible geographic distribution of these awards. Applicant performance on other NCEM grants will be considered when evaluating the applications.

Monitoring and Follow-Up Requirements

LEPCs receiving grant funds must enter into a Memorandum of Agreement with North Carolina Emergency Management. Additionally, they must provide a semi-annual summary (progress report), not later than Aug 1, 2018, to the Technological Hazards Branch to ensure that the project deliverables are being met, and that each grant contract is operating within budget. All changes to the statement of work must be approved in writing prior to conducting activities.

Activities must be completed by January 30, 2019 and final documentation is required by February 15, 2019 and includes the following:

- If training/exercise is conducted, a complete roster and After Action Report (AAR) detailing the outcome and benefit is required.
- If seminar or conference, an agenda, attendance roster, and copies of presentations are required.
- If an emergency response plan, hazardous materials response plan, or hazardous materials annex was updated, a copy of the updated plan is required.
- Cost Report should be completed and sent along with detailed invoices and proof of payment.

Note: Funds will not be reimbursed until all deliverables are received or prior to funding released by DPS fiscal June 2018.

Application Process

1. Complete the attached 2018 Tier II Competitive Grant Project Application.
2. Submit a separate set of applications for each proposed project (if necessary).
3. If submitting a joint/regional application, establish priorities and clearly show how each jurisdiction will benefit.
4. If multiple projects are requested, establish and define a priority list.
5. Submit project proposal electronically via e-mail attachment to appropriate NCEM Area Coordinator who will give their recommendation for approval or disapproval. The Area Coordinator will forward (tentatively approved applications) to the Branch Manager who will review the application and forward to the Tier II Competitive Project review committee for final approval.
6. If there are any questions regarding this process, please contact an EPCRA Coordinator at 919-436-2746 or email epcra@ncdps.gov.

2018 TIER II COMPETITIVE GRANT PROJECT APPLICATION

Instructions

Please provide the information requested below. All fields are mandatory. Limit your response to the space allocated whenever possible. If this is not possible, please indicate on the form when additional pages are attached. Clear, complete, and concise information is required for the panel to make fair and equitable decisions.

Applicant Information

Organization:	Halifax County Emergency Management
Mailing Address: Street, City, State, Zip +4	P.O. Box 677, Halifax, NC 27839-9753
Physical Address: Street, City, State, Zip +4	10 North King Street, Halifax, NC 27839-9753
DUNS Number:	014305957
Tax ID Number:	56-6001836

Host County:	Halifax County
Local Emergency Planning Committee (LEPC):	Halifax County Local Emergency Planning Committee
Is your organization registered in SAM:	Yes

Point of Contact:	Buddy Wrenn
Title:	Emergency Management Coordinator
Email:	wrennb@halifaxnc.com
Phone Number:	252-583-2031
Fax:	252-583-2435

Memorandum of Agreement (MOA/MOU) Information

Please list all names and titles that should appear on the signature page of the MOA/MOU should your organization receive an award. Only one signatory is required; multiple spaces have been provided for entities with policies requiring multiple people to sign. If more space is needed, please add rows identical to the ones below and notify NCEM. Names will appear in order entered below.

NCEM grant MOAs are currently being disseminated and signed electronically via DocuSign.

Name:	Buddy Wrenn
Title:	Emergency Management Coordinator
Email	wrennb@halifaxnc.com

Name:	Mary Duncan
Title	Finance Director
Email:	duncanm@halifaxnc.com

Name	Glynn Rollins
Title:	County Attorney
Email:	rollinsg@halifaxnc.com

Project Overview:

Project Title:	Halifax County Tier II LEPC Grant
Is your proposed activity joint or regional in nature?	No
If you answered yes above, please explain, otherwise put N/A:	N/A
Would you like to request the State Hazardous Materials Regional Response Team (RRT) participate in your Tier II grant activity?	No
If you answered yes above, please describe desired RRT involvement (technical assistance, exercise participation, pre-planning, etc.), otherwise put N/A:	N/A

Note: Requests for regional response team participation will be reviewed and granted as funding allows. Regional Response Team participation will be funded by Tier II fee revenue and do not need to be accounted for in your project budget below.

Project Statement of Work

Please provide a detailed description of your proposed project.

- Breakdown activities into clear actions.
- Identify personnel providing services if applicable.
- Identify measurable, tangible deliverables/results.

Statement of Work
<p>Support Halifax County's Local Emergency Planning Committee by hosting meetings and providing outreach and collaborations with public and private partners.</p> <p>Support any hazardous materials exercises or responses.</p> <p>Support LEPC purchase of any pre-approved equipment.</p> <p>Deliverables will be enhanced public and private preparedness for hazardous materials response. This will include first responders, support, and private partners.</p>

Project Timeline

Include critical dates and measurable activities for task completion. Projects must be completed in time to submit all paperwork by February 15, 2019.

Date	Milestone
1/24/2018	Submit Grant Application to Area Coordinator
6/2018	Notification of Grant Award and e-signatures of MOA
8/2018	Purchase any pre-approved equipment, support supplies, etc.
10/2018	Submit first cost report
12/2018	Submit final cost report

Project Budget

Please provide your projected costs.

Item Description	Cost
Office Supplies	\$100
Food, beverages	\$150
Promotional materials	\$200
Pre-approved equipment	\$550
Total Projected Cost:	\$1000

Final signed cost report should be submitted with, or prior to, final performance deliverables. The requested reimbursement amount on the final cost report should not exceed the total amount of the grant reward.

Application Submission

Please type your name and today's date below as signature to certify the following:

- This application is complete and accurate to the best of your knowledge.
- This project, if awarded, will adhere to the approved Statement of Work and any changes made to this project after submission must be approved in writing by the Technological Hazards Branch of North Carolina Emergency Management.
- This application will be submitted by email to your county's NCEM Area Coordinator on or before January 30, 2018.

Name:	Buddy Wrenn
Date:	23 January 2018

If you have any questions please do not hesitate to reach out to us at 919-436-2746 or epcra@ncdps.gov.

Buddy Wrenn

From: Byers, Tim <Tim.Byers@ncdps.gov>
Sent: Monday, January 22, 2018 3:18 PM
To: Storey, Ronnie; Buddy Wrenn; Paschall, Dennis; Lewis, Jeff; Short, Brian; Logan,Doug; Young,Doug
Subject: Fwd: 2017 -2018 Hazardous Material Emergency Preparedness (HMEP) / Tier II grant application information --- ACTION REQUIRED
Attachments: image001.png; ATT00001.htm; image001.png; ATT00002.htm; 2017 Hazardous Materials Preparedness Project Application.docx; ATT00003.htm; 2018 Tier II Grant Application.docx; ATT00004.htm

All,

Please see below. Let me know if you have any questions.

Thanks,
Tim Byers
Area 6 Coordinator
DPR 4 Executive Director
NC Emergency Management
NCDPS
252-676-5240

Begin forwarded message:

From: "Powers, Steve" <Steve.Powers@ncdps.gov>
Date: January 22, 2018 at 3:14:43 PM EST
To: "Byers, Tim" <Tim.Byers@ncdps.gov>, "Dail, Robin" <Robin.Dail@ncdps.gov>, "Leonard, David" <David.Leonard@ncdps.gov>, "Hancock, Dennis" <Dennis.Hancock@ncdps.gov>
Subject: FW: 2017 -2018 Hazardous Material Emergency Preparedness (HMEP) / Tier II grant application information --- ACTION REQUIRED

All,

Reminder that HMEP/TIER II grants and TIER II LEPC grants are due to CBO by the close of business this Wednesday 24 January from each of you.

As per my previous, Counties that wish to receive the \$1,000 LEPC grants will need to submit an application and opt-in, otherwise they will not receive the funding.

Status of applications received as of today:

HMEP/TIER II grants – Edgecombe County

TIER II LEPC grants -- Davie and Stokes

Steve Powers
Central Branch Manager
Division of Emergency Management
NC Department of Public Safety

401 Central Avenue
Butner, NC 27509
919-724-7321 cell
919-575-4122 office
Steve.Powers@ncdps.gov
www.ncdps.gov



AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

FROM: Andrea H. Wiggins, Clerk to the Board, MMC, NCCCC

PRESENTER: County Commissioners

SUBJECT: Board Appointments

DATE: February 5, 2018 Regular Meeting

SUPPORTING INFORMATION:

Attached, please find the Board Appointments.

ATTACHMENTS:

Description

- ▢ Board Appointments Requiring Action
- ▢ Board Vacancies Without Recommendations
- ▢ March 2018 Board Appointments

TOTAL COST:

COUNTY COST:

REQUEST: Approve the Board Appointments that require action.

BOARD APPOINTMENTS

- A. Economic Development Board
- B. Halifax County Board of Adjustment
- C. Halifax County Planning Board
- D. Lake Gaston Weed Control Council
- E. Board Vacancies Without Recommendations
- F. March 2018 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 position that is appointed by the Board of Commissioners that is vacant:

Clay Shields

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

- Receive nominations to appoint Robert Sykes to fill the unexpired term of Clay Shields

Economic Development Board

11	Frank <i>Hobgood</i>	Avent	Hobgood <i>White Male</i>	7/1/2015 through 6/30/2018 <i>Term Number: 3</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
10	Hugh <i>Roanoke Rapids</i>	Bazemore	At-Large Member <i>White Male</i>	7/1/2015 through 6/30/2018 <i>Term Number: 3</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
5	George W. <i>Weldon</i>	Draper, Jr.	Weldon <i>White Male</i>	7/1/2015 through 6/30/2018 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
6	Daniel <i>Roanoke Rapids</i>	Fouts, Jr.	Roanoke Rapids <i>White Male</i>	10/3/2016 through 6/30/2018 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
4	Rives <i>Roanoke Rapids</i>	Manning	County Commissioner <i>White Male</i>	7/1/2015 through 6/30/2018 <i>Term Number: 3</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
8	Danny <i>Halifax</i>	Hinnant	Halifax <i>White Male</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>
1	Jeff <i>Littleton</i>	Peedin	Littleton <i>White Male</i>	7/1/2016 through 6/30/2019 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
7	Clay <i>Scotland Neck</i>	Shields (vacant)	Scotland Neck <i>White Male</i>	7/1/2016 through 6/30/2019 <i>Term Number: 3</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
3	Ronnie <i>Enfield</i>	Locke	Enfield <i>White 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>
9	Samuel <i>Littleton</i>	Robinson, Jr.	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>
2	Benjamin <i>Roanoke Rapids</i>	Sledge	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>



State of North Carolina County of Halifax

HISTORIC COURTHOUSE - PO BOX 38 - KING STREET - HALIFAX, NC 27839
252-583-1131 ~ FAX: 252-583-4821



Date Received 1/9/18

APPLICATION FOR: AUTHORITIES, BOARDS, COMMISSIONS, and COMMITTEES

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

Name: ROBERT E. SYKES 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: 252-578-1663 Home Fax Number: NA

Email Address: rsykesjr@embargo.mail.com

Home Address: 505 S. Pine St. HOBGOOD NC 27843
street city state zip

Mailing Address: PO Box 116 HOBGOOD NC 27843

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

Do you live within any corporate or town limits? Yes ☒ No ☐ Which: HOBGOOD

Employer: RETIRED

Business Address: NA
street city state zip

Business Phone Number: NA Business Fax: NA

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

ECONOMIC DEVELOPMENT BOARD

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

Qualification for specific category:

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

None at present

Previously served on Solid Waste Advisory Board

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

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

40 year Halifax County Resident

17 year HOBGOOD TOWN COMMISSIONER

HCIA member + past President

Would be able to represent + be a voice for the southern end of the county.

Is your property tax listing current? Yes X No

Are your Halifax County property and motor vehicle taxes paid in full on a current basis? Yes X No

Do you have any delinquent Halifax County taxes? Yes No X

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

GRADUATE OF ECU B.S. + M.S.

HALIFAX COUNTY EMPLOYEE FOR 15 years

SERVED AS A SUPERVISOR AT THE HEALTH DEPT (1997-2005)

RETIRED NC STATE EMPLOYEE

PAST HCIA President

CURRENT TOWN OF HOBGOOD COMMISSIONER + MAYOR PRO-TEM

(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: 1-09-18

Applicant's Signature: Robert E. Sykes

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: HALIFAX COUNTY BOARD OF ADJUSTMENT

According to our records, the Halifax County Board of Adjustment has three members that are appointed by the Board of Commissioners with terms that will expire on February 28, 2018 and one position that is vacant:

James Burroughs, Jr., Levi Scott, John Smith, and James Whitaker

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

- Receive nominations to reappoint James Burroughs, Jr., and Levi Scott
- Receive nominations to waive the term limit and reappoint John Smith
- Appoint James Whitaker to fill the vacant position

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>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
3	James <i>Enfield</i>	Whitaker (Vacant)	Member <i>Black Male</i>	8/4/2014 through 2/28/2017 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
7	James <i>Roanoke Rapids</i>	Burroughs, Jr.	Member <i>Black Male</i>	3/1/2015 through 2/28/2018 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
8	Levi <i>Enfield</i>	Scott	Alternate <i>Black Male</i>	8/3/2015 through 2/28/2018 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
6	John <i>Scotland Neck</i>	Smith	Member <i>Black Male</i>	3/1/2015 through 2/28/2018 <i>Term Number: 3</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</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>	<i>Appointed by: Halifax County Commissioners</i> <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>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
4	Ashley <i>Littleton</i>	Mohorn	Member <i>White Male</i>	3/1/2017 through 2/28/2020 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>



**Halifax County
Planning & Development Services**

PO Box 69 - 15 West Pittsylvania Street, Halifax, NC 27839

(252) 583-1082 Planning & Zoning

(252) 583-4891 Building Inspections

(252) 583-2288 E911 Addressing

(252) 583-2735 Fax

January 15, 2018

Andrea H. Wiggins, MMC, NCCCC
Clerk to the Board / Assistant to the County Manager
Post Office Box 38
Halifax, North Carolina 27839-0038

Re: Halifax County Board of Adjustment Reappointment

Dear Mrs. Wiggins:

Please be advised that Board of Adjustment Member Mr. James Burroughs will serve out his 1st term with the term expiring on February 28th, 2018. Mr. Burroughs has agreed to serve another term; therefore, I am requesting that your Board reappoint Mr. Burroughs to serve a 2nd term.

Sincerely,

Chris D. Rountree, Director
Planning & Development Services



Halifax County

Planning & Development Services

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(252) 583-2735 Fax

January 15, 2018

Andrea H. Wiggins, MMC, NCCCC
Clerk to the Board / Assistant to the County Manager
Post Office Box 38
Halifax, North Carolina 27839-0038

Re: Halifax County Board of Adjustment Reappointment

Dear Mrs. Wiggins:

Please be advised that Alternate Board of Adjustment member Mr. Levi Scott will serve out his 0 term with the term expiring on February 28th, 2018. Mr. Scott has agreed to serve a complete term; therefore, I am requesting that your Board reappoint Mr. Scott to serve his 1st term.

Sincerely,

A handwritten signature in blue ink, which appears to read "Chris D. Rountree".

Chris D. Rountree, Director
Planning & Development Services



**Halifax County
Planning & Development Services**

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January 15, 2018

Andrea H. Wiggins, MMC, NCCCC
Clerk to the Board / Assistant to the County Manager
Post Office Box 38
Halifax, North Carolina 27839-0038

Re: Halifax County Board of Adjustment Reappointment

Dear Ms. Wiggins:

Please be advised that Board of Adjustment member Mr. John Smith will serve out his 3rd term with the term expiring on February 28th, 2018. Mr. Smith has agreed to serve another term, however the 3 term limit will have to be waived. Therefore, I am requesting that your Board reappoint Mr. Smith to serve his 4th term or appoint a replacement to serve a new term.

Sincerely,

Chris D. Rountree, Director
Planning & Development Services

Andrea Wiggins

From: kay Matthews
Sent: Friday, December 22, 2017 4:35 PM
To: Andrea Wiggins
Subject: Board of Adjustment

Andrea,

Board member James Whitaker had stated last February that he did not wish to serve another term on the Board of Adjustment, but would serve until someone was found to replace him. He has since changed his mind and wishes to continue to serve on the Board, therefore he will need to be reappointed by the Board of Commissioners to serve his 1st term which will run from 3/1/2017 through 2/28/2020.

I hope you and your family have a very Merry Christmas!

Kay Matthews

*Planning Technician
E-911 Addressing Coordinator
Clerk to the Board of Adjustment
Clerk to the Planning Board*

*Planning & Development Services
15 West Pittsylvania St.
P O Box 69
Halifax, NC 27839*

Email: matthewsk@halifaxnc.com
Phone: 252-583-2288
Fax: 252-583-2735

MEMORANDUM

TO: HALIFAX COUNTY COMMISSIONERS

FROM: ANDREA H. WIGGINS, CLERK TO THE BOARD

SUBJECT: HALIFAX COUNTY PLANNING BOARD

According to our records, the Halifax County Planning Board has three members that are appointed by the Board of Commissioners with terms that will expire on February 28, 2018:

Scott Dudley, Danford Josey, and Tyrone Williams

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

- Receive nominations to reappoint Tyrone Williams
- Receive nominations to waive the term limit and reappoint Danford Josey
- Receive nomination to replace Scott Dudley

Halifax County Planning Board

1	T. Patrick W. Qualls <i>Roanoke Rapids</i>	Ex-Officio <i>White Male</i>	1/5/2015 through <i>Term Number: 0</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>
8	Scott Dudley <i>Scotland Neck</i>	Member <i>White Male</i>	3/1/2015 through 2/28/2018 <i>Term Number: 2</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>
9	Danford Josey <i>Scotland Neck</i>	Member <i>White Male</i>	3/1/2015 through 2/28/2018 <i>Term Number: 6</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? No</i>
10	Tyrone Williams <i>Enfield</i>	Member <i>Black Male</i>	12/5/2016 through 2/28/2018 <i>Term Number: 0</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>
2	Greg Browning <i>Roanoke Rapids</i>	Member <i>Black Male</i>	3/1/2016 through 2/28/2019 <i>Term Number: 6</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? No</i>
3	Thomas Hedgepeth <i>Hollister</i>	Alternate <i>Black Male</i>	3/1/2016 through 2/28/2019 <i>Term Number: 5</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? No</i>
4	Robert Moore, Jr. (Vacant) <i>Roanoke Rapids</i>	Member <i>Black Male</i>	12/5/2016 through 2/28/2019 <i>Term Number: 0</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>
5	Neal Davis <i>Littleton</i>	Alternate <i>White Male</i>	3/1/2017 through 2/28/2020 <i>Term Number: 8</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? No</i>
7	Tyrone Hewlin <i>Enfield</i>	Member <i>Black 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>
6	Bentley Mohorn <i>Halifax</i>	Member <i>White Male</i>	3/1/2017 through 2/28/2020 <i>Term Number: 1</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>



**Halifax County
Planning & Development Services**

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(252) 583-2735 Fax

January 15, 2018

Andrea H. Wiggins, CMC
Clerk to the Board / Assistant to the County Manager
Post Office Box 38
Halifax, North Carolina 27839-0038

Re: Halifax County Planning Board

Dear Mrs. Wiggins:

Please be advised that Planning Board member Mr. Tyrone Williams will serve out his 0 term with the term expiring on February 28th, 20118. Mr. Williams has agreed to serve a complete term, therefore; I am requesting that your Board reappoint Mr. Williams to serve his first term.

Sincerely,

Chris D. Rountree, Director
Planning & Development Services



Halifax County Planning & Development Services

PO Box 69 - 15 West Pittsylvania Street, Halifax, NC 27839

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(252) 583-2735 Fax

January 15, 2018

Andrea H. Wiggins, CMC, NCCCC
Clerk to the Board / Assistant to the County Manager
Post Office Box 38
Halifax, North Carolina 27839-0038

Re: Halifax County Planning Board

Dear Ms. Wiggins:

Please be advised that newly appointed Permanent Planning Board member Mr. Danford Josey will serve out his 6th term with the term expiring on February 28th, 2018. Mr. Josey stated that he will be willing to serve another term; however the 3 year term limit will have to be waived. Therefore, I am requesting that your Board reappoint Mr. Josey to serve his 7th term or appoint a replacement to serve a new term.

Sincerely,

A handwritten signature in blue ink, which appears to read "Chris D. Rountree".

Chris D. Rountree, Director
Planning & Development Services

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 with a term that will expire on February 28, 2018:

Quinton Qualls

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

- Receive nominations to reappoint Quinton Qualls

Lake Gaston Weed Control Council

2	Rives <i>Roanoke Rapids</i>	Manning	Alternate <i>White Male</i>	through <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
5	Quinton <i>Littleton</i>	Qualls	Member <i>White Male</i>	2/6/2017 through 2/28/2018 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
3	Robert <i>Littleton</i>	Etheridge	Member <i>White Male</i>	3/1/2016 through 2/28/2019 <i>Term Number: 4</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
4	Tony <i>Halifax</i>	Brown	Member <i>Black Male</i>	3/1/2017 through 2/28/2020 <i>Term Number: 3</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
5	Ian <i>Halifax</i>	Bumgarner	Alternate <i>White Male</i>	3/1/2017 through 2/28/2020 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
1	Dia <i>Halifax</i>	Denton	Alternate <i>White Female</i>	3/1/2017 through 2/28/2020 <i>Term Number: 3</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>

Andrea Wiggins

From: wally sayko <wasay1943@gmail.com>
Sent: Saturday, December 30, 2017 7:55 PM
To: Andrea Wiggins
Subject: Lake Gaston Weed Control Council Appointment

Ms. Wiggins,

I am responding to your letter dated Dec, 19, 2017 concerning the possible re appointment of Mr. Quinton Qualls to the Board of Directors of the LGWCC.

After discussions with the Executive Board we would Approve the re appointment of Mr. Qualls.

Regards,

Wally Sayko
Secretary, LGWCC

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 appointment.

According to our records, the **Central Communications Advisory Board** has one member that is appointed by the Board of Commissioners that is vacant:

Winifred Bowens

According to our records, the **EMS Advisory Committee** has three members that are appointed by the Board of Commissioners that is vacant:

Kenneth Smith, John Patrick Staton and Ronald Locke

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

Thomas Myrick, Jr.

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

George Branch, Jr. and Doris Richardson

Continued

According to our records, the **Halifax County Planning Board** has one member that is appointed by the Board of Commissioners that has resigned:

Robert Moore, Jr.

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

Alternates

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

Raj Bhagwandass

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

Rick Gilstrap

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

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

According to our records, the **Nursing Home Advisory Committee** has three members that are appointed by the Board of Commissioners that have resigned:

Delores McGriff, Nannie Lynch and Hattie Squire

According to our records, the **Parks and Recreation Advisory Board** has two members that are appointed by the Board of Commissioners that have resigned:

Loraine Searcy and Chris Wicker

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

Tillman Long

Continued

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

Tillman Long and Robert Moore, Jr.

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

Bill Dickens and John Lovett

Central Communications Advisory Board

2	James <i>Weldon</i>	Avens, Jr.	Police Chief <i>Black Male</i>	through <i>Term Number:</i>	<i>Appointed by: Weldon Town Council</i> <i>Eligible for reappointment? Yes</i>
11	Winifred <i>Littleton</i>	Bowens (vacant)	Chief of Police <i>Black Female</i>	through <i>Term Number:</i>	<i>Appointed by: Littleton Town Council</i> <i>Eligible for reappointment? Yes</i>
14	Tony <i>Halifax</i>	Brown	Ex-Officio <i>Black Male</i>	through <i>Term Number:</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
1	Stacy <i>Roanoke Rapids</i>	Coggins	Fire Chief <i>White Male</i>	through <i>Term Number:</i>	<i>Appointed by: Roanoke Rapids City Council</i> <i>Eligible for reappointment? Yes</i>
3	Tyree <i>Enfield</i>	Davis	Police Chief <i>Black Male</i>	through <i>Term Number:</i>	<i>Appointed by: Enfield Town Commissioners</i> <i>Eligible for reappointment? Yes</i>
9	Chuck <i>Roanoke Rapids</i>	Hasty	Chief of Police <i>White Male</i>	through <i>Term Number:</i>	<i>Appointed by: Roanoke Rapids City Council</i> <i>Eligible for reappointment? Yes</i>
4	John <i>Scotland Neck</i>	Hopkins	Ex-Officio <i>White Male</i>	through <i>Term Number:</i>	<i>Appointed by: Hobgood Town Council</i> <i>Eligible for reappointment? Yes</i>
16	Heather <i>Halifax</i>	Joyner	Ex-Officio <i>White Female</i>	through <i>Term Number:</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
15	Phil <i>Halifax</i>	Ricks	Ex-Officio <i>White Male</i>	through <i>Term Number:</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
8	John <i>Scotland Neck</i>	Tippett	Member <i>White Male</i>	through <i>Term Number:</i>	<i>Appointed by: Scotland Neck Town Council</i> <i>Eligible for reappointment? Yes</i>
13	John <i>Halifax</i>	White	Ex-Officio <i>White Male</i>	through <i>Term Number:</i>	<i>Appointed by: Halifax Town Council</i> <i>Eligible for reappointment? Yes</i>
7	Tanya <i>Halifax</i>	Byrd-Robinson	At-Large Member <i>Black Female</i>	11/1/2015 through 10/31/2018 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
10	Adam <i>Scotland Neck</i>	Greene	EMS Member <i>White Male</i>	10/2/2017 through 10/31/2018 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
6	James Michael Hale <i>Littleton</i>		Volunteer Fire Department Memb <i>White Male</i>	11/1/2016 through 10/31/2019 <i>Term Number: 6</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
12	Richard <i>Littleton</i>	Pulley	At-Large Member <i>White Male</i>	3/6/2017 through 10/31/2019 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
5	Neil <i>Halifax</i>	Aycock	Sheriff's Department <i>White 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>

EMS Advisory Committee

5	John Patrick <i>Scotland Neck</i>	Staton (vacant)	Member <i>White Male</i>	7/1/2013 through 6/30/2016 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
6	Linwood <i>Scotland Neck</i>	Letchworth, Jr.	Member <i>White Male</i>	7/1/2015 through 6/30/2018 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
7	Ronald <i>Enfield</i>	Locke (vacant)	Member <i>White Male</i>	7/1/2015 through 6/30/2018 <i>Term Number: 3</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
9	Janice <i>Roanoke Rapids</i>	Hales	Member <i>White Female</i>	7/1/2016 through 6/30/2019 <i>Term Number: 4</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
3	Terry <i>Littleton</i>	Newsom	Member <i>White Male</i>	7/1/2016 through 6/30/2019 <i>Term Number: 3</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
8	Sandra <i>Roanoke Rapids</i>	Showalter	Member <i>White Female</i>	7/1/2016 through 6/30/2019 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
1	Mildred <i>Littleton</i>	Dotson	Member <i>White Female</i>	7/1/2017 through 6/30/2020 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
4	Kenneth <i>Roanoke Rapids</i>	Smith (vacant)	Member <i>White 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>
2	Suzanne <i>Roanoke Rapids</i>	Whiddon	Member <i>White Female</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>

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 Littleton	Myrick, Jr. (Vacant)	Alternate White Male	6/2/2014 through 2/28/2017 Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
3	James Enfield	Whitaker (Vacant)	Member Black Male	8/4/2014 through 2/28/2017 Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
7	James Roanoke Rapids	Burroughs, Jr.	Member Black Male	3/1/2015 through 2/28/2018 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
8	Levi Enfield	Scott	Alternate Black Male	8/3/2015 through 2/28/2018 Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
6	John Scotland Neck	Smith	Member Black Male	3/1/2015 through 2/28/2018 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment? No
5	Jeffrey Roanoke Rapids	Faison	Alternate White Male	3/1/2017 through 2/20/2020 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
1	Lee Roanoke Rapids	Bone	Member White Male	3/1/2017 through 2/28/2020 Term Number: 6	Appointed by: Halifax County Commissioners Eligible for reappointment? No
4	Ashley Littleton	Mohorn	Member White Male	3/1/2017 through 2/28/2020 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes

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>

Halifax County Planning Board

1	T. Patrick W. Qualls <i>Roanoke Rapids</i>	Ex-Officio <i>White Male</i>	1/5/2015 through <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
8	Scott Dudley <i>Scotland Neck</i>	Member <i>White Male</i>	3/1/2015 through 2/28/2018 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
9	Danford Josey <i>Scotland Neck</i>	Member <i>White Male</i>	3/1/2015 through 2/28/2018 <i>Term Number: 6</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
10	Tyrone Williams <i>Enfield</i>	Member <i>Black Male</i>	12/5/2016 through 2/28/2018 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
2	Greg Browning <i>Roanoke Rapids</i>	Member <i>Black Male</i>	3/1/2016 through 2/28/2019 <i>Term Number: 6</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
3	Thomas Hedgepeth <i>Hollister</i>	Alternate <i>Black Male</i>	3/1/2016 through 2/28/2019 <i>Term Number: 5</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
4	Robert Moore, Jr. (Vacant) <i>Roanoke Rapids</i>	Member <i>Black Male</i>	12/5/2016 through 2/28/2019 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
5	Neal Davis <i>Littleton</i>	Alternate <i>White Male</i>	3/1/2017 through 2/28/2020 <i>Term Number: 8</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
7	Tyrone Hewlin <i>Enfield</i>	Member <i>Black Male</i>	3/1/2017 through 2/28/2020 <i>Term Number: 6</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
6	Bentley Mohorn <i>Halifax</i>	Member <i>White Male</i>	3/1/2017 through 2/28/2020 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>

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	Dia Halifax	Denton	Ex-Officio White Female		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
8	Calvin Roanoke Rapids	Potter	Secretary White Male	2/1/2015	through 1/31/2018 Term Number: 8	Appointed by: Roanoke Rapids City Council Eligible for reappointment? No
9	Geneva Rich Square	Riddick-Faulkner	Member Black Female	5/2/2017	through 1/31/2018 Term Number: 0	Appointed by: Northampton County Commissioners Eligible for reappointment? Yes
11	Vernon J. Roanoke Rapids	Bryant	Member Black Male	2/1/2016	through 1/31/2019 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
7	Edward Lee Halifax	Clements	Member White Male	2/1/2016	through 1/31/2019 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
6	Julia Weldon	Meacham	Member White Female	2/1/2016	through 1/31/2019 Term Number: 5	Appointed by: Halifax County Commissioners Eligible for reappointment? No
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
4	Fannie Gaston	Greene	Black Female	2/1/2017	through 1/31/2020 Term Number: 4	Appointed by: Northampton County Commissioners 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

Health Board

2	Raj Bhagwandass (Vacant) <i>Roanoke Rapids</i>	Dentist <i>Asian Male</i>	1/1/2014 through 12/31/2016 <i>Term Number: 3</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
11	Justin Blackmon <i>Roanoke Rapids</i>	Engineer Position <i>White Male</i>	1/1/2016 through 12/31/2018 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
1	Donald Crowder <i>Roanoke Rapids</i>	At-Large Member <i>White Male</i>	1/1/2016 through 12/31/2018 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
3	Eloise P. Hardee <i>Roanoke Rapids</i>	Registered Nurse <i>White Female</i>	1/4/2016 through 12/31/2018 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
10	Belinda Hill <i>Roanoke Rapids</i>	At-Large Member <i>Black Female</i>	1/1/2016 through 12/31/2018 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
9	Kimberly Mack <i>Littleton</i>	At-Large Member <i>Black Female</i>	1/1/2016 through 12/31/2018 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
8	Carol Anne Rupe <i>Roanoke Rapids</i>	Physician <i>White Female</i>	1/4/2016 through 12/31/2018 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
6	Melissa Woodruff <i>Weldon</i>	Pharmacist <i>White Female</i>	1/1/2016 through 12/31/2018 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
4	Carolyn Johnson <i>Littleton</i>	County Commissioner <i>Black Female</i>	1/1/2017 through 12/31/2019 <i>Term Number: 5</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
5	Louis V. Mann, III <i>Roanoke Rapids</i>	Veterinarian <i>White Male</i>	4/3/2017 through 12/31/2019 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
7	Delisha Moore <i>Roanoke Rapids</i>	Optometrist <i>White Female</i>	1/1/2017 through 12/31/2019 <i>Term Number: 3</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>

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) <i>Scotland Neck</i>	Substance Abuse Professional <i>White Female</i>	2/1/2010 through 1/31/2012 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
7	Fred Draper (Vacant) <i>Roanoke Rapids</i>	Non-Profit or United Way Repres <i>White Male</i>	2/1/2011 through 1/31/2013 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
2	Sandra Fleming (Vacant) <i>Roanoke Rapids</i>	At-Large Member <i>Black Female</i>	2/1/2013 through 1/31/2015 <i>Term Number: 4</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
25	Ronna Graham (Vacant) <i>Halifax</i>	At-Large Member <i>White Female</i>	2/1/2013 through 1/31/2015 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
16	Linda Vaughan (Vacant) <i>Roanoke Rapids</i>	At-Large Member <i>White Female</i>	5/6/2013 through 1/31/2015 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
10	Janyah Alston (Vacant) <i>Scotland Neck</i>	Representative under 18 years ol <i>Black Female</i>	3/10/2014 through 1/31/2016 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
5	Niasia Anthony (Vacant) <i>Scotland Neck</i>	Representative under 18 years ol <i>Black Female</i>	2/1/2014 through 1/31/2016 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
1	Bettina Flood (Vacant) <i>Halifax</i>	Juvenile Defense Attorney <i>Black Female</i>	2/1/2014 through 1/31/2016 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
26	Levi Scott (vacant) <i>Enfield</i>	Business Community Member <i>Black Male</i>	8/3/2015 through 1/31/2016 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
3	Ellen Burnette <i>Roanoke Rapids</i>	At-Large Member <i>White Female</i>	2/1/2016 through 1/31/2018 <i>Term Number: 5</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
6	Anzell Harris <i>Halifax</i>	Halifax Sheriff Office <i>Black Male</i>	1/4/2016 through 1/31/2018 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
8	Joe Long <i>Halifax</i>	Parks & Recreation Representati <i>White Male</i>	2/1/2016 through 1/31/2018 <i>Term Number: 10</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
4	Joseph Sandoval <i>Weldon</i>	Faith Community Representative <i>White Male</i>	2/1/2016 through 1/31/2018 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
14	Valerie Asbell <i>Halifax</i>	District Attorney <i>White Female</i>	2/1/2017 through 1/31/2019 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
20	Brenda Branch <i>Roanoke Rapids</i>	District Court Judge <i>Black Female</i>	2/1/2017 through 1/31/2019 <i>Term Number: 5</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
13	Tony N. Brown <i>Halifax</i>	County Manager <i>Black Male</i>	2/1/2017 through 1/31/2019 <i>Term Number: 5</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>

23	Terry <i>Roanoke Rapids</i>	Buffaloe	At-Large Member <i>Black Male</i>	2/1/2017 through 1/31/2019 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
24	Eric <i>Halifax</i>	Cunningham	School Superintendent Designee <i>Black Male</i>	2/1/2017 through 1/31/2019 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
12	Clarette <i>Henderson</i>	Glenn	Mental Health Representative <i>Black Female</i>	2/1/2017 through 1/31/2019 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
17	Chuck <i>Roanoke Rapids</i>	Hasty	Police Chief <i>White Male</i>	2/1/2017 through 1/31/2019 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
11	Robin <i>Halifax</i>	Johnson	Social Services representative <i>White Female</i>	2/1/2017 through 1/31/2019 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
21	Sonynia <i>Halifax</i>	Leonard	Chief Court Counselor <i>Black Female</i>	2/1/2017 through 1/31/2019 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
18	Doris <i>Littleton</i>	Mack	At-Large Member <i>Black Female</i>	2/1/2017 through 1/31/2019 <i>Term Number: 10</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
15	Angela <i>Roanoke Rapids</i>	Moody	Public Health Representative <i>White Female</i>	12/4/2017 through 1/31/2019 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
22	Barbara <i>Weldon</i>	Plum	At-Large Member <i>Black Female</i>	2/1/2017 through 1/31/2019 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
19	Marcelle <i>Scotland Neck</i>	Smith	County Commissioner <i>Black Male</i>	2/1/2017 through 1/31/2019 <i>Term Number: 5</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>

Nursing Home Advisory Committee

5	Carolyn <i>Littleton</i>	Johnson	Ex-Officio <i>Black Female</i>	through <i>Term Number:</i>	<i>Appointed by:</i> Halifax County Commissioners <i>Eligible for reappointment?</i> Yes
3	Delores <i>Enfield</i>	McGriff (vacant)	Member <i>Other Female</i>	9/3/2013 through 6/30/2014 <i>Term Number: 1</i>	<i>Appointed by:</i> Halifax County Commissioners <i>Eligible for reappointment?</i> Yes
1	Nannie <i>Hollister</i>	Lynch (vacant)	Member <i>Black Female</i>	7/1/2012 through 6/30/2015 <i>Term Number: 4</i>	<i>Appointed by:</i> Halifax County Commissioners <i>Eligible for reappointment?</i> No
7	Hattie <i>Roanoke Rapids</i>	Squire (Vacant)	Member <i>Black Female</i>	7/1/2012 through 6/30/2015 <i>Term Number: 4</i>	<i>Appointed by:</i> Halifax County Commissioners <i>Eligible for reappointment?</i> No
6	Prudence <i>Littleton</i>	Boseman	Member <i>White Female</i>	2/1/2016 through 6/30/2018 <i>Term Number: 0</i>	<i>Appointed by:</i> Halifax County Commissioners <i>Eligible for reappointment?</i> Yes
2	Clarence <i>Scotland Neck</i>	Pender	Member <i>Black Male</i>	7/1/2017 through 6/30/2020 <i>Term Number: 1</i>	<i>Appointed by:</i> Halifax County Commissioners <i>Eligible for reappointment?</i> Yes
4	Isabelle <i>Scotland Neck</i>	Pender	Member <i>Black Female</i>	7/1/2017 through 6/30/2020 <i>Term Number: 1</i>	<i>Appointed by:</i> Halifax County Commissioners <i>Eligible for reappointment?</i> Yes

Parks and Recreation Advisory Board

8	Loraine Halifax	Searcy (vacant)	Member White Female	9/8/2015 through 9/30/2018 Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
9	Paul Halifax	Walden	Member Black Male	9/8/2015 through 9/30/2018 Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
10	Chris Roanoke Rapids	Wicker (vacant)	Member White Male	9/8/2015 through 9/30/2018 Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
12	Chester Enfield	Williams	Member Black Male	10/5/2015 through 9/30/2018 Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
11	Kennon Roanoke Rapids	Wrenn, Jr.	Member White Male	9/8/2015 through 9/30/2018 Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
1	Sylvia Littleton	Alston	Member White Female	10/1/2016 through 9/30/2019 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
2	Delores Halifax	Amason	Member Black Female	10/1/2016 through 9/30/2019 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
13	Jennifer Hobgood	Fields	Member Black Female	10/1/2016 through 9/30/2019 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
3	Michael Roanoke Rapids	Green	Member White Male	10/1/2016 through 9/30/2019 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
4	Archie Hollister	Lynch	Member Indian Male	10/1/2016 through 9/30/2019 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
5	Audrey Roanoke Rapids	Hardy	Member Black Female	10/1/2017 through 9/30/2020 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
15	Lavern Weldon	Harris	Member Black Female	10/1/2017 through 9/30/2020 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
6	Bettie Halifax	Moore	Member Black Female	10/1/2017 through 9/30/2020 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
7	Regina Roanoke Rapids	Reaves	Member White Female	10/1/2017 through 9/30/2020 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
14	Willis Enfield	Richardson	Member Black Male	11/6/2017 through 9/30/2020 Term Number: 0	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	6/1/2015 through 5/31/2018 Term Number: 5	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
4	Greg Browning Roanoke Rapids	ETJ Member Black Male	6/1/2015 through 5/31/2018 Term Number: 5	Appointed by: Halifax County Commissioners Eligible for reappointment? No
1	Terry Campbell Roanoke Rapids	ETJ Member Black Male	6/1/2016 through 5/31/2019 Term Number: 3	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

Solid Waste Advisory Board

5	Bill <i>Enfield</i>	Dickens (vacant)	Enfield <i>White Male</i>	2/1/2011 through 1/31/2014 <i>Term Number: 4</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
11	John <i>Halifax</i>	Lovett (vacant)	Member <i>White Male</i>	2/1/2011 through 1/31/2014 <i>Term Number: 3</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
2	Danny <i>Roanoke Rapids</i>	Acree	Roanoke Rapids <i>White Male</i>	2/1/2017 through 1/31/2020 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
6	Jeffrey <i>Weldon</i>	Elks	Weldon <i>White Male</i>	2/1/2017 through 1/31/2020 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
8	Gregory <i>Enfield</i>	Griffin	Ex-Officio <i>White Male</i>	2/1/2017 through 1/31/2020 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
3	James <i>Scotland Neck</i>	Gunnells	Scotland Neck <i>White Male</i>	2/1/2017 through 1/31/2020 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
7	Al <i>Littleton</i>	Haskins	At-Large Member <i>White Male</i>	2/1/2017 through 1/31/2020 <i>Term Number: 4</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
1	Ann <i>Littleton</i>	Jackson	At-Large Member <i>White Female</i>	2/1/2017 through 1/31/2020 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
9	John <i>Scotland Neck</i>	Smith	At-Large Member <i>Black Male</i>	2/1/2017 through 1/31/2020 <i>Term Number: 7</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
4	Robert <i>Hobgood</i>	Sykes, Jr.	Hobgood <i>White Male</i>	2/1/2017 through 1/31/2020 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
10	Betty <i>Littleton</i>	Willis	Littleton <i>White Female</i>	2/1/2017 through 1/31/2020 <i>Term Number: 5</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: MARCH 2018 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 Amphitheater Advisory Board has four members that are appointed by the Board of Commissioners with terms that will expire on March 31, 2018:

Frances King, J. Rives Manning, Jr., Christopher Mayo and W. Turner Stephenson, III

According to our records, the Community Child Protection Team has eight members that are appointed by the Board of Commissioners with terms that will expire on March 31, 2018:

**Magda Baligh, Florine Bell, Susan Horrell, Lakeshia Jones, Kevin Kupietz, Bobby Martin,
Shannon McAllister and Michael Pittman**

Amphitheater Advisory Board

3	Frances King <i>Halifax</i>	Member <i>White Female</i>	4/1/2016 through 3/31/2018 <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>	Member <i>White Male</i>	4/1/2016 through 3/31/2018 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
9	Christopher Mayo <i>Halifax</i>	Member <i>White Male</i>	8/1/2016 through 3/31/2018 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
11	W. Turner Stephenson III <i>Roanoke Rapids</i>	Member <i>White Male</i>	9/6/2016 through 3/31/2018 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
6	George Daniel <i>Scotland Neck</i>	Member <i>White Male</i>	7/10/2017 through 3/31/2019 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
5	Lori Medlin <i>Roanoke Rapids</i>	Member <i>White Female</i>	4/1/2016 through 3/31/2019 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
7	Richard Woodruff <i>Roanoke Rapids</i>	Member <i>White Male</i>	4/1/2016 through 3/31/2019 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
8	William Cox <i>Roanoke Rapids</i>	Member <i>White Male</i>	4/1/2017 through 3/31/2020 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
2	Jeff Dickens <i>Littleton</i>	Member <i>White Male</i>	4/1/2017 through 3/31/2020 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
1	Judy Evans-Barbee <i>Roanoke Rapids</i>	Member <i>White Female</i>	4/1/2017 through 3/31/2020 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
10	Curtis Strickland <i>Roanoke Rapids</i>	Member <i>White Male</i>	4/1/2017 through 3/31/2020 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>

Community Child Protection Team (CCPT)

4	Magda Baligh <i>Roanoke Rapids</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>
1	Florine Bell <i>Roanoke Rapids</i>	Citizen <i>Black Female</i>	4/1/2015 through 3/31/2018 <i>Term Number: 3</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
5	Susan Horrell <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 <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>
7	Kevin Kupietz <i>Roanoke Rapids</i>	Firefighter <i>White Male</i>	4/1/2015 through 3/31/2018 <i>Term Number: 2</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>	4/1/2015 through 3/31/2018 <i>Term Number: 4</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>	4/1/2015 through 3/31/2018 <i>Term Number: 3</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>	4/1/2015 through 3/31/2018 <i>Term Number: 5</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>



AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

FROM: Andrea H. Wiggins, Clerk to the Board, MMC, NCCCC

PRESENTER: County Commissioners

SUBJECT: Board Appointments

DATE: February 5, 2018 Regular Meeting

SUPPORTING INFORMATION:

Attached, please find the Board Appointments.

ATTACHMENTS:

Description

- ▢ Board Appointments Requiring Action
- ▢ Board Vacancies Without Recommendations
- ▢ March 2018 Board Appointments

TOTAL COST:

COUNTY COST:

REQUEST: Approve the Board Appointments that require action.

BOARD APPOINTMENTS

- A. Economic Development Board
- B. Halifax County Board of Adjustment
- C. Halifax County Planning Board
- D. Lake Gaston Weed Control Council
- E. Board Vacancies Without Recommendations
- F. March 2018 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 position that is appointed by the Board of Commissioners that is vacant:

Clay Shields

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

- Receive nominations to appoint Robert Sykes to fill the unexpired term of Clay Shields

Economic Development Board

11	Frank <i>Hobgood</i>	Avent	Hobgood <i>White Male</i>	7/1/2015 through 6/30/2018 <i>Term Number: 3</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
10	Hugh <i>Roanoke Rapids</i>	Bazemore	At-Large Member <i>White Male</i>	7/1/2015 through 6/30/2018 <i>Term Number: 3</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
5	George W. <i>Weldon</i>	Draper, Jr.	Weldon <i>White Male</i>	7/1/2015 through 6/30/2018 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
6	Daniel <i>Roanoke Rapids</i>	Fouts, Jr.	Roanoke Rapids <i>White Male</i>	10/3/2016 through 6/30/2018 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
4	Rives <i>Roanoke Rapids</i>	Manning	County Commissioner <i>White Male</i>	7/1/2015 through 6/30/2018 <i>Term Number: 3</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
8	Danny <i>Halifax</i>	Hinnant	Halifax <i>White Male</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>
1	Jeff <i>Littleton</i>	Peedin	Littleton <i>White Male</i>	7/1/2016 through 6/30/2019 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
7	Clay <i>Scotland Neck</i>	Shields (vacant)	Scotland Neck <i>White Male</i>	7/1/2016 through 6/30/2019 <i>Term Number: 3</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
3	Ronnie <i>Enfield</i>	Locke	Enfield <i>White 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>
9	Samuel <i>Littleton</i>	Robinson, Jr.	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>
2	Benjamin <i>Roanoke Rapids</i>	Sledge	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>



State of North Carolina County of Halifax

HISTORIC COURTHOUSE - PO BOX 38 - KING STREET - HALIFAX, NC 27839
252-583-1131 ~ FAX: 252-583-4821



Date Received 1/9/18

APPLICATION FOR: AUTHORITIES, BOARDS, COMMISSIONS, and COMMITTEES

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

Name: ROBERT E. SYKES Nickname: _____

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

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

Home Phone Number: 252-578-1663 Home Fax Number: NA

Email Address: rsykesjr@embargo.mail.com

Home Address: 505 S. Pine St. HOBGOOD NC 27843
street city state zip

Mailing Address: PO Box 116 HOBGOOD NC 27843

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

Do you live within any corporate or town limits? Yes X No ___ Which: HOBGOOD

Employer: RETIRED

Business Address: NA NA NA NA
street city state zip

Business Phone Number: NA Business Fax: NA

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

ECONOMIC DEVELOPMENT BOARD

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

Qualification for specific category: _____

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

None at present

Previously served on Solid Waste Advisory Board

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

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

40 year Halifax County Resident

17 year HOBGOOD TOWN COMMISSIONER

HCIA member + past President

Would be able to represent + be a voice for the southern end of the county.

Is your property tax listing current? Yes X No

Are your Halifax County property and motor vehicle taxes paid in full on a current basis? Yes X No

Do you have any delinquent Halifax County taxes? Yes No X

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

GRADUATE OF ECU B.S. + M.S.

HALIFAX COUNTY EMPLOYEE FOR 15 years

SERVED AS A SUPERVISOR AT THE HEALTH DEPT (1997-2005)

RETIRED NC STATE EMPLOYEE

PAST HCIA President

CURRENT TOWN OF HOBGOOD COMMISSIONER + MAYOR PRO-TEM

(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: 1-09-18

Applicant's Signature: Robert E. Sykes

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: HALIFAX COUNTY BOARD OF ADJUSTMENT

According to our records, the Halifax County Board of Adjustment has three members that are appointed by the Board of Commissioners with terms that will expire on February 28, 2018 and one position that is vacant:

James Burroughs, Jr., Levi Scott, John Smith, and James Whitaker

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

- Receive nominations to reappoint James Burroughs, Jr., and Levi Scott
- Receive nominations to waive the term limit and reappoint John Smith
- Appoint James Whitaker to fill the vacant position

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>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
3	James <i>Enfield</i>	Whitaker (Vacant)	Member <i>Black Male</i>	8/4/2014 through 2/28/2017 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
7	James <i>Roanoke Rapids</i>	Burroughs, Jr.	Member <i>Black Male</i>	3/1/2015 through 2/28/2018 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
8	Levi <i>Enfield</i>	Scott	Alternate <i>Black Male</i>	8/3/2015 through 2/28/2018 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
6	John <i>Scotland Neck</i>	Smith	Member <i>Black Male</i>	3/1/2015 through 2/28/2018 <i>Term Number: 3</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</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>	<i>Appointed by: Halifax County Commissioners</i> <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>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
4	Ashley <i>Littleton</i>	Mohorn	Member <i>White Male</i>	3/1/2017 through 2/28/2020 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>



**Halifax County
Planning & Development Services**

PO Box 69 - 15 West Pittsylvania Street, Halifax, NC 27839

(252) 583-1082 Planning & Zoning

(252) 583-4891 Building Inspections

(252) 583-2288 E911 Addressing

(252) 583-2735 Fax

January 15, 2018

Andrea H. Wiggins, MMC, NCCCC
Clerk to the Board / Assistant to the County Manager
Post Office Box 38
Halifax, North Carolina 27839-0038

Re: Halifax County Board of Adjustment Reappointment

Dear Mrs. Wiggins:

Please be advised that Board of Adjustment Member Mr. James Burroughs will serve out his 1st term with the term expiring on February 28th, 2018. Mr. Burroughs has agreed to serve another term; therefore, I am requesting that your Board reappoint Mr. Burroughs to serve a 2nd term.

Sincerely,

Chris D. Rountree, Director
Planning & Development Services



Halifax County

Planning & Development Services

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January 15, 2018

Andrea H. Wiggins, MMC, NCCCC
Clerk to the Board / Assistant to the County Manager
Post Office Box 38
Halifax, North Carolina 27839-0038

Re: Halifax County Board of Adjustment Reappointment

Dear Mrs. Wiggins:

Please be advised that Alternate Board of Adjustment member Mr. Levi Scott will serve out his 0 term with the term expiring on February 28th, 2018. Mr. Scott has agreed to serve a complete term; therefore, I am requesting that your Board reappoint Mr. Scott to serve his 1st term.

Sincerely,

A handwritten signature in blue ink, which appears to read "Chris D. Rountree".

Chris D. Rountree, Director
Planning & Development Services



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January 15, 2018

Andrea H. Wiggins, MMC, NCCCC
Clerk to the Board / Assistant to the County Manager
Post Office Box 38
Halifax, North Carolina 27839-0038

Re: Halifax County Board of Adjustment Reappointment

Dear Ms. Wiggins:

Please be advised that Board of Adjustment member Mr. John Smith will serve out his 3rd term with the term expiring on February 28th, 2018. Mr. Smith has agreed to serve another term, however the 3 term limit will have to be waived. Therefore, I am requesting that your Board reappoint Mr. Smith to serve his 4th term or appoint a replacement to serve a new term.

Sincerely,

Chris D. Rountree, Director
Planning & Development Services

Andrea Wiggins

From: kay Matthews
Sent: Friday, December 22, 2017 4:35 PM
To: Andrea Wiggins
Subject: Board of Adjustment

Andrea,

Board member James Whitaker had stated last February that he did not wish to serve another term on the Board of Adjustment, but would serve until someone was found to replace him. He has since changed his mind and wishes to continue to serve on the Board, therefore he will need to be reappointed by the Board of Commissioners to serve his 1st term which will run from 3/1/2017 through 2/28/2020.

I hope you and your family have a very Merry Christmas!

Kay Matthews

*Planning Technician
E-911 Addressing Coordinator
Clerk to the Board of Adjustment
Clerk to the Planning Board*

*Planning & Development Services
15 West Pittsylvania St.
P O Box 69
Halifax, NC 27839*

Email: matthewsk@halifaxnc.com
Phone: 252-583-2288
Fax: 252-583-2735

MEMORANDUM

TO: HALIFAX COUNTY COMMISSIONERS

FROM: ANDREA H. WIGGINS, CLERK TO THE BOARD

SUBJECT: HALIFAX COUNTY PLANNING BOARD

According to our records, the Halifax County Planning Board has three members that are appointed by the Board of Commissioners with terms that will expire on February 28, 2018:

Scott Dudley, Danford Josey, and Tyrone Williams

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

- Receive nominations to reappoint Tyrone Williams
- Receive nominations to waive the term limit and reappoint Danford Josey
- Receive nomination to replace Scott Dudley

Halifax County Planning Board

1	T. Patrick W. Qualls <i>Roanoke Rapids</i>	Ex-Officio <i>White Male</i>	1/5/2015 through <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
8	Scott Dudley <i>Scotland Neck</i>	Member <i>White Male</i>	3/1/2015 through 2/28/2018 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
9	Danford Josey <i>Scotland Neck</i>	Member <i>White Male</i>	3/1/2015 through 2/28/2018 <i>Term Number: 6</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
10	Tyrone Williams <i>Enfield</i>	Member <i>Black Male</i>	12/5/2016 through 2/28/2018 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
2	Greg Browning <i>Roanoke Rapids</i>	Member <i>Black Male</i>	3/1/2016 through 2/28/2019 <i>Term Number: 6</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
3	Thomas Hedgepeth <i>Hollister</i>	Alternate <i>Black Male</i>	3/1/2016 through 2/28/2019 <i>Term Number: 5</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
4	Robert Moore, Jr. (Vacant) <i>Roanoke Rapids</i>	Member <i>Black Male</i>	12/5/2016 through 2/28/2019 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
5	Neal Davis <i>Littleton</i>	Alternate <i>White Male</i>	3/1/2017 through 2/28/2020 <i>Term Number: 8</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
7	Tyrone Hewlin <i>Enfield</i>	Member <i>Black Male</i>	3/1/2017 through 2/28/2020 <i>Term Number: 6</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
6	Bentley Mohorn <i>Halifax</i>	Member <i>White Male</i>	3/1/2017 through 2/28/2020 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>



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January 15, 2018

Andrea H. Wiggins, CMC
Clerk to the Board / Assistant to the County Manager
Post Office Box 38
Halifax, North Carolina 27839-0038

Re: Halifax County Planning Board

Dear Mrs. Wiggins:

Please be advised that Planning Board member Mr. Tyrone Williams will serve out his 0 term with the term expiring on February 28th, 20118. Mr. Williams has agreed to serve a complete term, therefore; I am requesting that your Board reappoint Mr. Williams to serve his first term.

Sincerely,

Chris D. Rountree, Director
Planning & Development Services



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January 15, 2018

Andrea H. Wiggins, CMC, NCCCC
Clerk to the Board / Assistant to the County Manager
Post Office Box 38
Halifax, North Carolina 27839-0038

Re: Halifax County Planning Board

Dear Ms. Wiggins:

Please be advised that newly appointed Permanent Planning Board member Mr. Danford Josey will serve out his 6th term with the term expiring on February 28th, 2018. Mr. Josey stated that he will be willing to serve another term; however the 3 year term limit will have to be waived. Therefore, I am requesting that your Board reappoint Mr. Josey to serve his 7th term or appoint a replacement to serve a new term.

Sincerely,

A handwritten signature in blue ink, which appears to read "Chris D. Rountree".

Chris D. Rountree, Director
Planning & Development Services

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 with a term that will expire on February 28, 2018:

Quinton Qualls

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

- Receive nominations to reappoint Quinton Qualls

Lake Gaston Weed Control Council

2	Rives <i>Roanoke Rapids</i>	Manning	Alternate <i>White Male</i>	through <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
5	Quinton <i>Littleton</i>	Qualls	Member <i>White Male</i>	2/6/2017 through 2/28/2018 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
3	Robert <i>Littleton</i>	Etheridge	Member <i>White Male</i>	3/1/2016 through 2/28/2019 <i>Term Number: 4</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
4	Tony <i>Halifax</i>	Brown	Member <i>Black Male</i>	3/1/2017 through 2/28/2020 <i>Term Number: 3</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
5	Ian <i>Halifax</i>	Bumgarner	Alternate <i>White Male</i>	3/1/2017 through 2/28/2020 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
1	Dia <i>Halifax</i>	Denton	Alternate <i>White Female</i>	3/1/2017 through 2/28/2020 <i>Term Number: 3</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>

Andrea Wiggins

From: wally sayko <wasay1943@gmail.com>
Sent: Saturday, December 30, 2017 7:55 PM
To: Andrea Wiggins
Subject: Lake Gaston Weed Control Council Appointment

Ms. Wiggins,

I am responding to your letter dated Dec, 19, 2017 concerning the possible re appointment of Mr. Quinton Qualls to the Board of Directors of the LGWCC.

After discussions with the Executive Board we would Approve the re appointment of Mr. Qualls.

Regards,

Wally Sayko
Secretary, LGWCC

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 appointment.

According to our records, the **Central Communications Advisory Board** has one member that is appointed by the Board of Commissioners that is vacant:

Winifred Bowens

According to our records, the **EMS Advisory Committee** has three members that are appointed by the Board of Commissioners that is vacant:

Kenneth Smith, John Patrick Staton and Ronald Locke

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

Thomas Myrick, Jr.

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

George Branch, Jr. and Doris Richardson

Continued

According to our records, the **Halifax County Planning Board** has one member that is appointed by the Board of Commissioners that has resigned:

Robert Moore, Jr.

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

Alternates

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

Raj Bhagwandass

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

Rick Gilstrap

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

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

According to our records, the **Nursing Home Advisory Committee** has three members that are appointed by the Board of Commissioners that have resigned:

Delores McGriff, Nannie Lynch and Hattie Squire

According to our records, the **Parks and Recreation Advisory Board** has two members that are appointed by the Board of Commissioners that have resigned:

Loraine Searcy and Chris Wicker

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

Tillman Long

Continued

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

Tillman Long and Robert Moore, Jr.

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

Bill Dickens and John Lovett

Central Communications Advisory Board

2	James Weldon	Avens, Jr.	Police Chief Black Male	through Term Number:	Appointed by: Weldon Town Council Eligible for reappointment? Yes
11	Winifred Littleton	Bowens (vacant)	Chief of Police Black Female	through Term Number:	Appointed by: Littleton Town Council Eligible for reappointment? Yes
14	Tony Halifax	Brown	Ex-Officio Black Male	through Term Number:	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
1	Stacy Roanoke Rapids	Coggins	Fire Chief White Male	through Term Number:	Appointed by: Roanoke Rapids City Council Eligible for reappointment? Yes
3	Tyree Enfield	Davis	Police Chief Black Male	through Term Number:	Appointed by: Enfield Town Commissioners Eligible for reappointment? Yes
9	Chuck Roanoke Rapids	Hasty	Chief of Police White Male	through Term Number:	Appointed by: Roanoke Rapids City Council Eligible for reappointment? Yes
4	John Scotland Neck	Hopkins	Ex-Officio White Male	through Term Number:	Appointed by: Hobgood Town Council Eligible for reappointment? Yes
16	Heather Halifax	Joyner	Ex-Officio White Female	through Term Number:	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
15	Phil Halifax	Ricks	Ex-Officio White Male	through Term Number:	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
8	John Scotland Neck	Tippett	Member White Male	through Term Number:	Appointed by: Scotland Neck Town Council Eligible for reappointment? Yes
13	John Halifax	White	Ex-Officio White Male	through Term Number:	Appointed by: Halifax Town Council Eligible for reappointment? Yes
7	Tanya Halifax	Byrd-Robinson	At-Large Member Black Female	11/1/2015 through 10/31/2018 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
10	Adam Scotland Neck	Greene	EMS Member White Male	10/2/2017 through 10/31/2018 Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
6	James Michael Littleton	Hale	Volunteer Fire Department Memb White Male	11/1/2016 through 10/31/2019 Term Number: 6	Appointed by: Halifax County Commissioners Eligible for reappointment? No
12	Richard Littleton	Pulley	At-Large Member White Male	3/6/2017 through 10/31/2019 Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
5	Neil Halifax	Aycock	Sheriff's Department White Male	11/1/2017 through 10/31/2020 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes

EMS Advisory Committee

5	John Patrick <i>Scotland Neck</i>	Staton (vacant)	Member <i>White Male</i>	7/1/2013 through 6/30/2016 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
6	Linwood <i>Scotland Neck</i>	Letchworth, Jr.	Member <i>White Male</i>	7/1/2015 through 6/30/2018 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
7	Ronald <i>Enfield</i>	Locke (vacant)	Member <i>White Male</i>	7/1/2015 through 6/30/2018 <i>Term Number: 3</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
9	Janice <i>Roanoke Rapids</i>	Hales	Member <i>White Female</i>	7/1/2016 through 6/30/2019 <i>Term Number: 4</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
3	Terry <i>Littleton</i>	Newsom	Member <i>White Male</i>	7/1/2016 through 6/30/2019 <i>Term Number: 3</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
8	Sandra <i>Roanoke Rapids</i>	Showalter	Member <i>White Female</i>	7/1/2016 through 6/30/2019 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
1	Mildred <i>Littleton</i>	Dotson	Member <i>White Female</i>	7/1/2017 through 6/30/2020 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
4	Kenneth <i>Roanoke Rapids</i>	Smith (vacant)	Member <i>White 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>
2	Suzanne <i>Roanoke Rapids</i>	Whiddon	Member <i>White Female</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>

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 Littleton	Myrick, Jr. (Vacant)	Alternate White Male	6/2/2014 through 2/28/2017 Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
3	James Enfield	Whitaker (Vacant)	Member Black Male	8/4/2014 through 2/28/2017 Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
7	James Roanoke Rapids	Burroughs, Jr.	Member Black Male	3/1/2015 through 2/28/2018 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
8	Levi Enfield	Scott	Alternate Black Male	8/3/2015 through 2/28/2018 Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
6	John Scotland Neck	Smith	Member Black Male	3/1/2015 through 2/28/2018 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment? No
5	Jeffrey Roanoke Rapids	Faison	Alternate White Male	3/1/2017 through 2/20/2020 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
1	Lee Roanoke Rapids	Bone	Member White Male	3/1/2017 through 2/28/2020 Term Number: 6	Appointed by: Halifax County Commissioners Eligible for reappointment? No
4	Ashley Littleton	Mohorn	Member White Male	3/1/2017 through 2/28/2020 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes

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>

Halifax County Planning Board

1	T. Patrick W. Qualls <i>Roanoke Rapids</i>	Ex-Officio <i>White Male</i>	1/5/2015 through <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
8	Scott Dudley <i>Scotland Neck</i>	Member <i>White Male</i>	3/1/2015 through 2/28/2018 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
9	Danford Josey <i>Scotland Neck</i>	Member <i>White Male</i>	3/1/2015 through 2/28/2018 <i>Term Number: 6</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
10	Tyrone Williams <i>Enfield</i>	Member <i>Black Male</i>	12/5/2016 through 2/28/2018 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
2	Greg Browning <i>Roanoke Rapids</i>	Member <i>Black Male</i>	3/1/2016 through 2/28/2019 <i>Term Number: 6</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
3	Thomas Hedgepeth <i>Hollister</i>	Alternate <i>Black Male</i>	3/1/2016 through 2/28/2019 <i>Term Number: 5</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
4	Robert Moore, Jr. (Vacant) <i>Roanoke Rapids</i>	Member <i>Black Male</i>	12/5/2016 through 2/28/2019 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
5	Neal Davis <i>Littleton</i>	Alternate <i>White Male</i>	3/1/2017 through 2/28/2020 <i>Term Number: 8</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
7	Tyrone Hewlin <i>Enfield</i>	Member <i>Black Male</i>	3/1/2017 through 2/28/2020 <i>Term Number: 6</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
6	Bentley Mohorn <i>Halifax</i>	Member <i>White Male</i>	3/1/2017 through 2/28/2020 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>

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	Dia Halifax	Denton	Ex-Officio White Female		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
8	Calvin Roanoke Rapids	Potter	Secretary White Male	2/1/2015	through 1/31/2018 Term Number: 8	Appointed by: Roanoke Rapids City Council Eligible for reappointment? No
9	Geneva Rich Square	Riddick-Faulkner	Member Black Female	5/2/2017	through 1/31/2018 Term Number: 0	Appointed by: Northampton County Commissioners Eligible for reappointment? Yes
11	Vernon J. Roanoke Rapids	Bryant	Member Black Male	2/1/2016	through 1/31/2019 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
7	Edward Lee Halifax	Clements	Member White Male	2/1/2016	through 1/31/2019 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
6	Julia Weldon	Meacham	Member White Female	2/1/2016	through 1/31/2019 Term Number: 5	Appointed by: Halifax County Commissioners Eligible for reappointment? No
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
4	Fannie Gaston	Greene	Black Female	2/1/2017	through 1/31/2020 Term Number: 4	Appointed by: Northampton County Commissioners 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

Health Board

2	Raj Bhagwandass (Vacant) <i>Roanoke Rapids</i>	Dentist <i>Asian Male</i>	1/1/2014 through 12/31/2016 <i>Term Number: 3</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
11	Justin Blackmon <i>Roanoke Rapids</i>	Engineer Position <i>White Male</i>	1/1/2016 through 12/31/2018 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
1	Donald Crowder <i>Roanoke Rapids</i>	At-Large Member <i>White Male</i>	1/1/2016 through 12/31/2018 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
3	Eloise P. Hardee <i>Roanoke Rapids</i>	Registered Nurse <i>White Female</i>	1/4/2016 through 12/31/2018 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
10	Belinda Hill <i>Roanoke Rapids</i>	At-Large Member <i>Black Female</i>	1/1/2016 through 12/31/2018 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
9	Kimberly Mack <i>Littleton</i>	At-Large Member <i>Black Female</i>	1/1/2016 through 12/31/2018 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
8	Carol Anne Rupe <i>Roanoke Rapids</i>	Physician <i>White Female</i>	1/4/2016 through 12/31/2018 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
6	Melissa Woodruff <i>Weldon</i>	Pharmacist <i>White Female</i>	1/1/2016 through 12/31/2018 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
4	Carolyn Johnson <i>Littleton</i>	County Commissioner <i>Black Female</i>	1/1/2017 through 12/31/2019 <i>Term Number: 5</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
5	Louis V. Mann, III <i>Roanoke Rapids</i>	Veterinarian <i>White Male</i>	4/3/2017 through 12/31/2019 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
7	Delisha Moore <i>Roanoke Rapids</i>	Optometrist <i>White Female</i>	1/1/2017 through 12/31/2019 <i>Term Number: 3</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>

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) <i>Scotland Neck</i>	Substance Abuse Professional <i>White Female</i>	2/1/2010 through 1/31/2012 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
7	Fred Draper (Vacant) <i>Roanoke Rapids</i>	Non-Profit or United Way Repres <i>White Male</i>	2/1/2011 through 1/31/2013 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
2	Sandra Fleming (Vacant) <i>Roanoke Rapids</i>	At-Large Member <i>Black Female</i>	2/1/2013 through 1/31/2015 <i>Term Number: 4</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
25	Ronna Graham (Vacant) <i>Halifax</i>	At-Large Member <i>White Female</i>	2/1/2013 through 1/31/2015 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
16	Linda Vaughan (Vacant) <i>Roanoke Rapids</i>	At-Large Member <i>White Female</i>	5/6/2013 through 1/31/2015 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
10	Janyah Alston (Vacant) <i>Scotland Neck</i>	Representative under 18 years ol <i>Black Female</i>	3/10/2014 through 1/31/2016 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
5	Niasia Anthony (Vacant) <i>Scotland Neck</i>	Representative under 18 years ol <i>Black Female</i>	2/1/2014 through 1/31/2016 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
1	Bettina Flood (Vacant) <i>Halifax</i>	Juvenile Defense Attorney <i>Black Female</i>	2/1/2014 through 1/31/2016 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
26	Levi Scott (vacant) <i>Enfield</i>	Business Community Member <i>Black Male</i>	8/3/2015 through 1/31/2016 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
3	Ellen Burnette <i>Roanoke Rapids</i>	At-Large Member <i>White Female</i>	2/1/2016 through 1/31/2018 <i>Term Number: 5</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
6	Anzell Harris <i>Halifax</i>	Halifax Sheriff Office <i>Black Male</i>	1/4/2016 through 1/31/2018 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
8	Joe Long <i>Halifax</i>	Parks & Recreation Representati <i>White Male</i>	2/1/2016 through 1/31/2018 <i>Term Number: 10</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
4	Joseph Sandoval <i>Weldon</i>	Faith Community Representative <i>White Male</i>	2/1/2016 through 1/31/2018 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
14	Valerie Asbell <i>Halifax</i>	District Attorney <i>White Female</i>	2/1/2017 through 1/31/2019 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
20	Brenda Branch <i>Roanoke Rapids</i>	District Court Judge <i>Black Female</i>	2/1/2017 through 1/31/2019 <i>Term Number: 5</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
13	Tony N. Brown <i>Halifax</i>	County Manager <i>Black Male</i>	2/1/2017 through 1/31/2019 <i>Term Number: 5</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>

23	Terry <i>Roanoke Rapids</i>	Buffaloe	At-Large Member <i>Black Male</i>	2/1/2017 through 1/31/2019 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
24	Eric <i>Halifax</i>	Cunningham	School Superintendent Designee <i>Black Male</i>	2/1/2017 through 1/31/2019 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
12	Clarette <i>Henderson</i>	Glenn	Mental Health Representative <i>Black Female</i>	2/1/2017 through 1/31/2019 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
17	Chuck <i>Roanoke Rapids</i>	Hasty	Police Chief <i>White Male</i>	2/1/2017 through 1/31/2019 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
11	Robin <i>Halifax</i>	Johnson	Social Services representative <i>White Female</i>	2/1/2017 through 1/31/2019 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
21	Sonynia <i>Halifax</i>	Leonard	Chief Court Counselor <i>Black Female</i>	2/1/2017 through 1/31/2019 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
18	Doris <i>Littleton</i>	Mack	At-Large Member <i>Black Female</i>	2/1/2017 through 1/31/2019 <i>Term Number: 10</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
15	Angela <i>Roanoke Rapids</i>	Moody	Public Health Representative <i>White Female</i>	12/4/2017 through 1/31/2019 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
22	Barbara <i>Weldon</i>	Plum	At-Large Member <i>Black Female</i>	2/1/2017 through 1/31/2019 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
19	Marcelle <i>Scotland Neck</i>	Smith	County Commissioner <i>Black Male</i>	2/1/2017 through 1/31/2019 <i>Term Number: 5</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>

Nursing Home Advisory Committee

5	Carolyn <i>Littleton</i>	Johnson	Ex-Officio <i>Black Female</i>	through <i>Term Number:</i>	<i>Appointed by:</i> Halifax County Commissioners <i>Eligible for reappointment?</i> Yes
3	Delores <i>Enfield</i>	McGriff (vacant)	Member <i>Other Female</i>	9/3/2013 through 6/30/2014 <i>Term Number: 1</i>	<i>Appointed by:</i> Halifax County Commissioners <i>Eligible for reappointment?</i> Yes
1	Nannie <i>Hollister</i>	Lynch (vacant)	Member <i>Black Female</i>	7/1/2012 through 6/30/2015 <i>Term Number: 4</i>	<i>Appointed by:</i> Halifax County Commissioners <i>Eligible for reappointment?</i> No
7	Hattie <i>Roanoke Rapids</i>	Squire (Vacant)	Member <i>Black Female</i>	7/1/2012 through 6/30/2015 <i>Term Number: 4</i>	<i>Appointed by:</i> Halifax County Commissioners <i>Eligible for reappointment?</i> No
6	Prudence <i>Littleton</i>	Boseman	Member <i>White Female</i>	2/1/2016 through 6/30/2018 <i>Term Number: 0</i>	<i>Appointed by:</i> Halifax County Commissioners <i>Eligible for reappointment?</i> Yes
2	Clarence <i>Scotland Neck</i>	Pender	Member <i>Black Male</i>	7/1/2017 through 6/30/2020 <i>Term Number: 1</i>	<i>Appointed by:</i> Halifax County Commissioners <i>Eligible for reappointment?</i> Yes
4	Isabelle <i>Scotland Neck</i>	Pender	Member <i>Black Female</i>	7/1/2017 through 6/30/2020 <i>Term Number: 1</i>	<i>Appointed by:</i> Halifax County Commissioners <i>Eligible for reappointment?</i> Yes

Parks and Recreation Advisory Board

8	Loraine Halifax	Searcy (vacant)	Member White Female	9/8/2015 through 9/30/2018 Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
9	Paul Halifax	Walden	Member Black Male	9/8/2015 through 9/30/2018 Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
10	Chris Roanoke Rapids	Wicker (vacant)	Member White Male	9/8/2015 through 9/30/2018 Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
12	Chester Enfield	Williams	Member Black Male	10/5/2015 through 9/30/2018 Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
11	Kennon Roanoke Rapids	Wrenn, Jr.	Member White Male	9/8/2015 through 9/30/2018 Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
1	Sylvia Littleton	Alston	Member White Female	10/1/2016 through 9/30/2019 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
2	Delores Halifax	Amason	Member Black Female	10/1/2016 through 9/30/2019 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
13	Jennifer Hobgood	Fields	Member Black Female	10/1/2016 through 9/30/2019 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
3	Michael Roanoke Rapids	Green	Member White Male	10/1/2016 through 9/30/2019 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
4	Archie Hollister	Lynch	Member Indian Male	10/1/2016 through 9/30/2019 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
5	Audrey Roanoke Rapids	Hardy	Member Black Female	10/1/2017 through 9/30/2020 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
15	Lavern Weldon	Harris	Member Black Female	10/1/2017 through 9/30/2020 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
6	Bettie Halifax	Moore	Member Black Female	10/1/2017 through 9/30/2020 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
7	Regina Roanoke Rapids	Reaves	Member White Female	10/1/2017 through 9/30/2020 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
14	Willis Enfield	Richardson	Member Black Male	11/6/2017 through 9/30/2020 Term Number: 0	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	6/1/2015 through 5/31/2018 Term Number: 5	Appointed by: Halifax County Commissioners Eligible for reappointment? No

Roanoke Rapids Planning Board

2	Tillman Long (vacant) <i>Roanoke Rapids</i>	ETJ Member <i>White Male</i>	6/1/2011 through 5/31/2014 <i>Term Number: 8</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
4	Greg Browning <i>Roanoke Rapids</i>	ETJ Member <i>Black Male</i>	6/1/2015 through 5/31/2018 <i>Term Number: 5</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
1	Terry Campbell <i>Roanoke Rapids</i>	ETJ Member <i>Black Male</i>	6/1/2016 through 5/31/2019 <i>Term Number: 3</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
3	Robert Moore, Jr. (Vacant) <i>Roanoke Rapids</i>	ETJ Member <i>Black Male</i>	6/1/2017 through 5/31/2020 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>

Solid Waste Advisory Board

5	Bill <i>Enfield</i>	Dickens (vacant)	Enfield <i>White Male</i>	2/1/2011 through 1/31/2014 <i>Term Number: 4</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
11	John <i>Halifax</i>	Lovett (vacant)	Member <i>White Male</i>	2/1/2011 through 1/31/2014 <i>Term Number: 3</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
2	Danny <i>Roanoke Rapids</i>	Acree	Roanoke Rapids <i>White Male</i>	2/1/2017 through 1/31/2020 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
6	Jeffrey <i>Weldon</i>	Elks	Weldon <i>White Male</i>	2/1/2017 through 1/31/2020 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
8	Gregory <i>Enfield</i>	Griffin	Ex-Officio <i>White Male</i>	2/1/2017 through 1/31/2020 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
3	James <i>Scotland Neck</i>	Gunnells	Scotland Neck <i>White Male</i>	2/1/2017 through 1/31/2020 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
7	Al <i>Littleton</i>	Haskins	At-Large Member <i>White Male</i>	2/1/2017 through 1/31/2020 <i>Term Number: 4</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
1	Ann <i>Littleton</i>	Jackson	At-Large Member <i>White Female</i>	2/1/2017 through 1/31/2020 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
9	John <i>Scotland Neck</i>	Smith	At-Large Member <i>Black Male</i>	2/1/2017 through 1/31/2020 <i>Term Number: 7</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
4	Robert <i>Hobgood</i>	Sykes, Jr.	Hobgood <i>White Male</i>	2/1/2017 through 1/31/2020 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
10	Betty <i>Littleton</i>	Willis	Littleton <i>White Female</i>	2/1/2017 through 1/31/2020 <i>Term Number: 5</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: MARCH 2018 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 Amphitheater Advisory Board has four members that are appointed by the Board of Commissioners with terms that will expire on March 31, 2018:

Frances King, J. Rives Manning, Jr., Christopher Mayo and W. Turner Stephenson, III

According to our records, the Community Child Protection Team has eight members that are appointed by the Board of Commissioners with terms that will expire on March 31, 2018:

**Magda Baligh, Florine Bell, Susan Horrell, Lakeshia Jones, Kevin Kupietz, Bobby Martin,
Shannon McAllister and Michael Pittman**

Amphitheater Advisory Board

3	Frances King <i>Halifax</i>	Member <i>White Female</i>	4/1/2016 through 3/31/2018 <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>	Member <i>White Male</i>	4/1/2016 through 3/31/2018 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
9	Christopher Mayo <i>Halifax</i>	Member <i>White Male</i>	8/1/2016 through 3/31/2018 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
11	W. Turner Stephenson III <i>Roanoke Rapids</i>	Member <i>White Male</i>	9/6/2016 through 3/31/2018 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
6	George Daniel <i>Scotland Neck</i>	Member <i>White Male</i>	7/10/2017 through 3/31/2019 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
5	Lori Medlin <i>Roanoke Rapids</i>	Member <i>White Female</i>	4/1/2016 through 3/31/2019 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
7	Richard Woodruff <i>Roanoke Rapids</i>	Member <i>White Male</i>	4/1/2016 through 3/31/2019 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
8	William Cox <i>Roanoke Rapids</i>	Member <i>White Male</i>	4/1/2017 through 3/31/2020 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
2	Jeff Dickens <i>Littleton</i>	Member <i>White Male</i>	4/1/2017 through 3/31/2020 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
1	Judy Evans-Barbee <i>Roanoke Rapids</i>	Member <i>White Female</i>	4/1/2017 through 3/31/2020 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
10	Curtis Strickland <i>Roanoke Rapids</i>	Member <i>White Male</i>	4/1/2017 through 3/31/2020 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>

Community Child Protection Team (CCPT)

4	Magda Baligh <i>Roanoke Rapids</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>
1	Florine Bell <i>Roanoke Rapids</i>	Citizen <i>Black Female</i>	4/1/2015 through 3/31/2018 <i>Term Number: 3</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
5	Susan Horrell <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 <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>
7	Kevin Kupietz <i>Roanoke Rapids</i>	Firefighter <i>White Male</i>	4/1/2015 through 3/31/2018 <i>Term Number: 2</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>	4/1/2015 through 3/31/2018 <i>Term Number: 4</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>	4/1/2015 through 3/31/2018 <i>Term Number: 3</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>	4/1/2015 through 3/31/2018 <i>Term Number: 5</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>



AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

FROM: Cathy A. Scott

PRESENTER: Cathy A. Scott, Economic Development Report

SUBJECT: Economic Development Report

DATE: February 5, 2018 Regular Meeting

SUPPORTING INFORMATION:

ATTACHMENTS:

Description

▣ Economic Development Report

TOTAL COST:

COUNTY COST:

REQUEST:



ECONOMIC DEVELOPMENT UPDATE

HALIFAX COUNTY ECONOMIC DEVELOPMENT COMMISSION

FEBRUARY 5, 2018

ECONOMIC INDICATORS & COMPARISONS

7.1%

UNEMPLOYMENT RATE

Compared to 7.7% in December 2016

1,449

NUMBER UNEMPLOYED

Compared to 1,573 in December 2016

\$2,375,288

BUILDING PERMITS

(Compared to \$8,998,892 in Dec. 2016)

\$471,957,988

GROSS RETAIL SALES

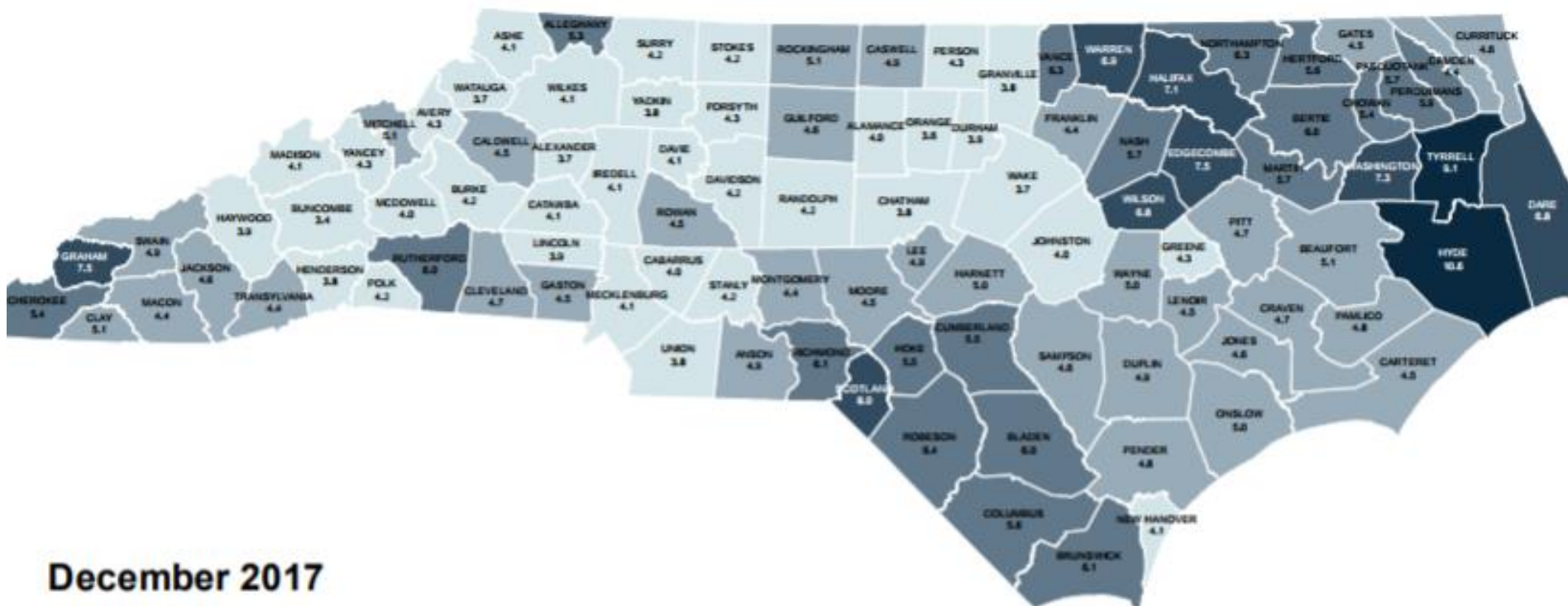
Up 11.2% over November 2016 (\$424,447,795)

\$991.79

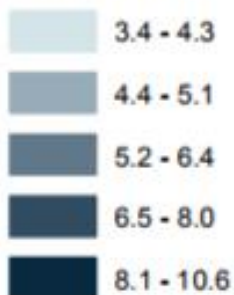
**AVERAGE WEEKLY
WAGE**

North Carolina Unemployment Rates by County

December 2017



December 2017



^ 20 Counties Higher Than Previous Month
 v 56 Counties Lower Than Previous Month
 = 24 Counties Same as Previous Month

North Carolina Rate 4.4%
Not Seasonally Adjusted

JOB OPENINGS IN HALIFAX COUNTY



Here is the information you selected for Halifax County, NC.

534



Halifax County, NC

Compare

[Summary](#) | **Jobs** | [Candidates](#) | [Supply and Demand](#) | [Education, Training and Experience](#) | [Employment and Wages](#) | [Demographics](#)

Customize Report

For help click the question mark icon next to each section.

Jobs Available



This section shows the the number of job openings advertised online in Halifax County, NC on February 2, 2018 (Jobs De-duplication Level 2).

Area Name	Job Openings
Halifax County	534



Source: Online advertised jobs data



KLAUSNER PLANT TOUR

- Site visit on 1-31 revealed significant construction activity underway
- Commissioners alternate tour dates: February 8th or March 1st

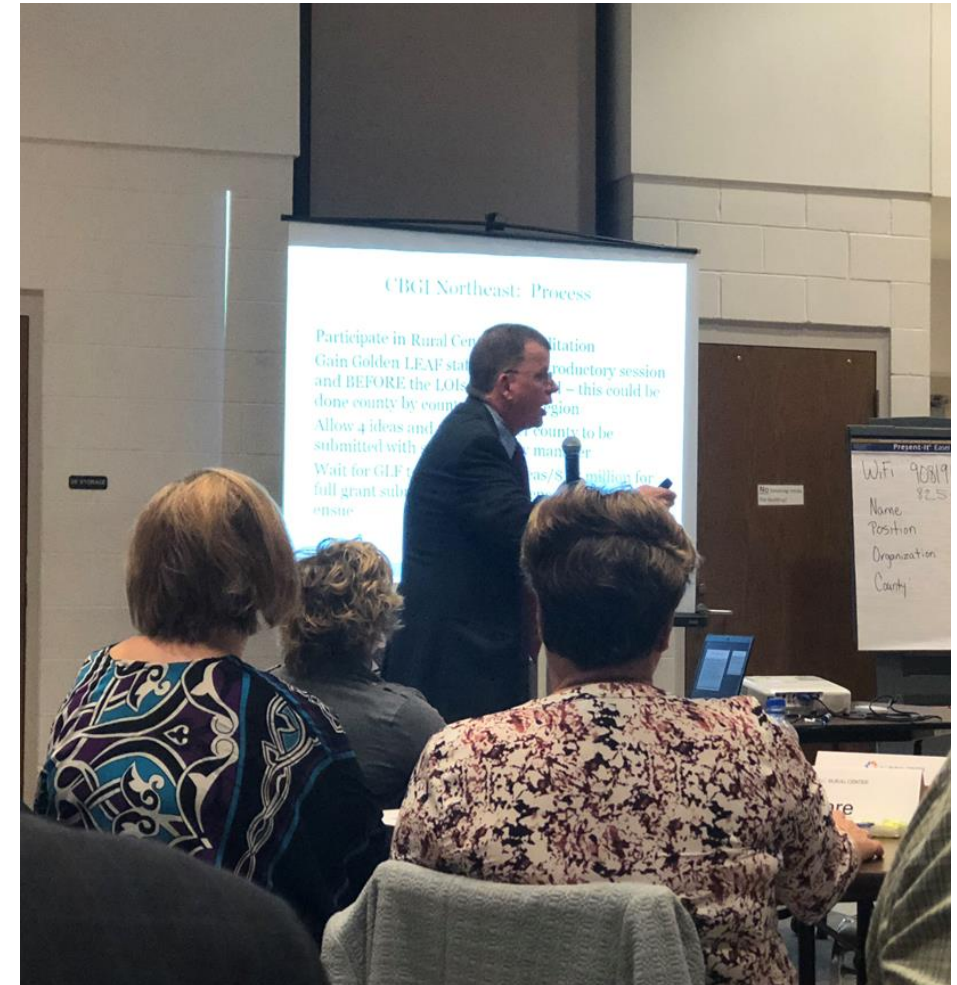
FLAMBEAU BUILDING



- Counter offer to purchase made by interested manufacturer
- Phase II testing reports will be received today
- Company is considering NJ, VA & NC for manufacturing project

GOLDEN LEAF COMMUNITY GRANTS INITIATIVE

- Community Based Grants Initiative for 17 counties in Northeast Prosperity Zone
- Two-day leadership training for core group to work with Project Teams to develop fundable projects
- Next Step: Project teams to work with core group to develop fundable projects

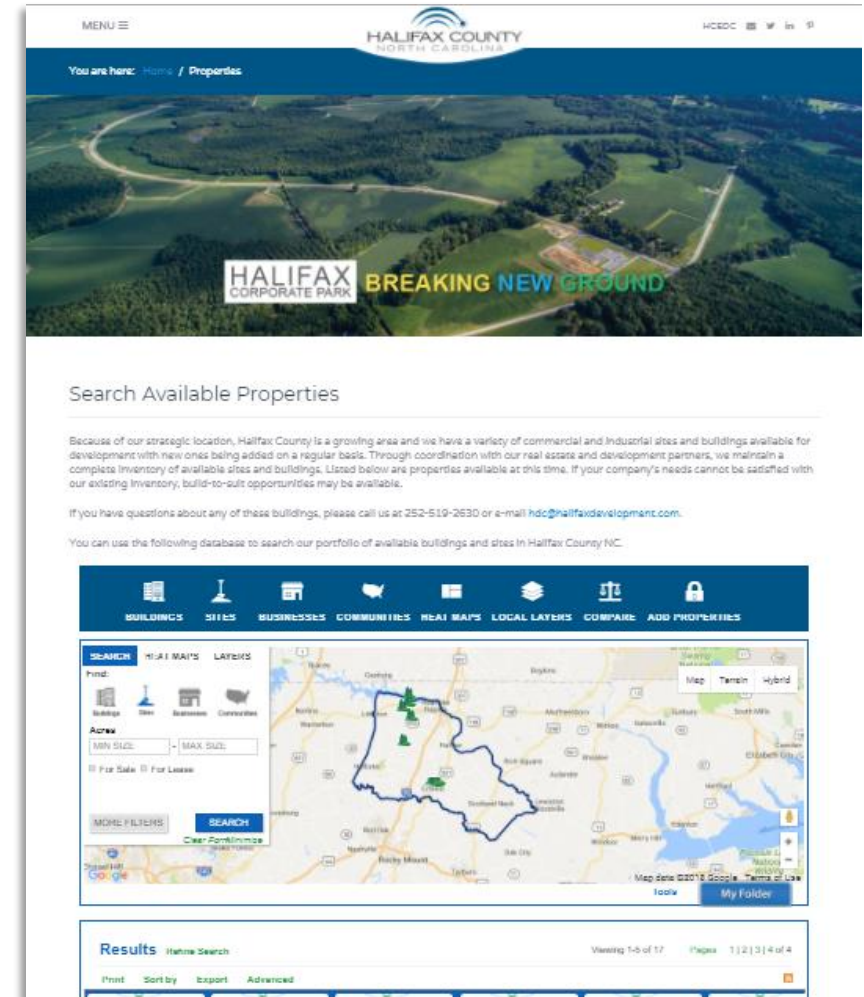


BUDDY ISLES GRAND OPENING

- Grand opening for Buddy Isles Tire & Automotive at Littleton Industrial Building



HCEDC WEBSITE UPDATE



AEL SPAN

- Job fair last week with 92 applicants
- Meetings with HCC, NCWorks, and workforce development partners being scheduled for this week



CENTER FOR ENERGY EDUCATION

- Upcoming workshop
 - Solar for Communities on February 8
- Training for 100 solar construction workers



ATLANTIC COAST PIPELINE



- DEQ approved major permit required for ACP to move ahead with limited construction
- Local hotels, RV resorts, retail, restaurants and other commercial businesses are predicted to realize significant benefit from pipeline construction

6,500 SF COMMERCIAL BUILDING FOR SALE

201 Batchelor Avenue, Enfield (Halifax County), NC

For more information, contact:

EDDIE MUHSEN
910-551-6005

CATHY A. SCOTT
HALIFAX COUNTY ECONOMIC
DEVELOPMENT COMMISSION
252-519-2630

www.halifaxdevelopment.com
cathyscott@halifaxdevelopment.com



IMPORTANT FEATURES

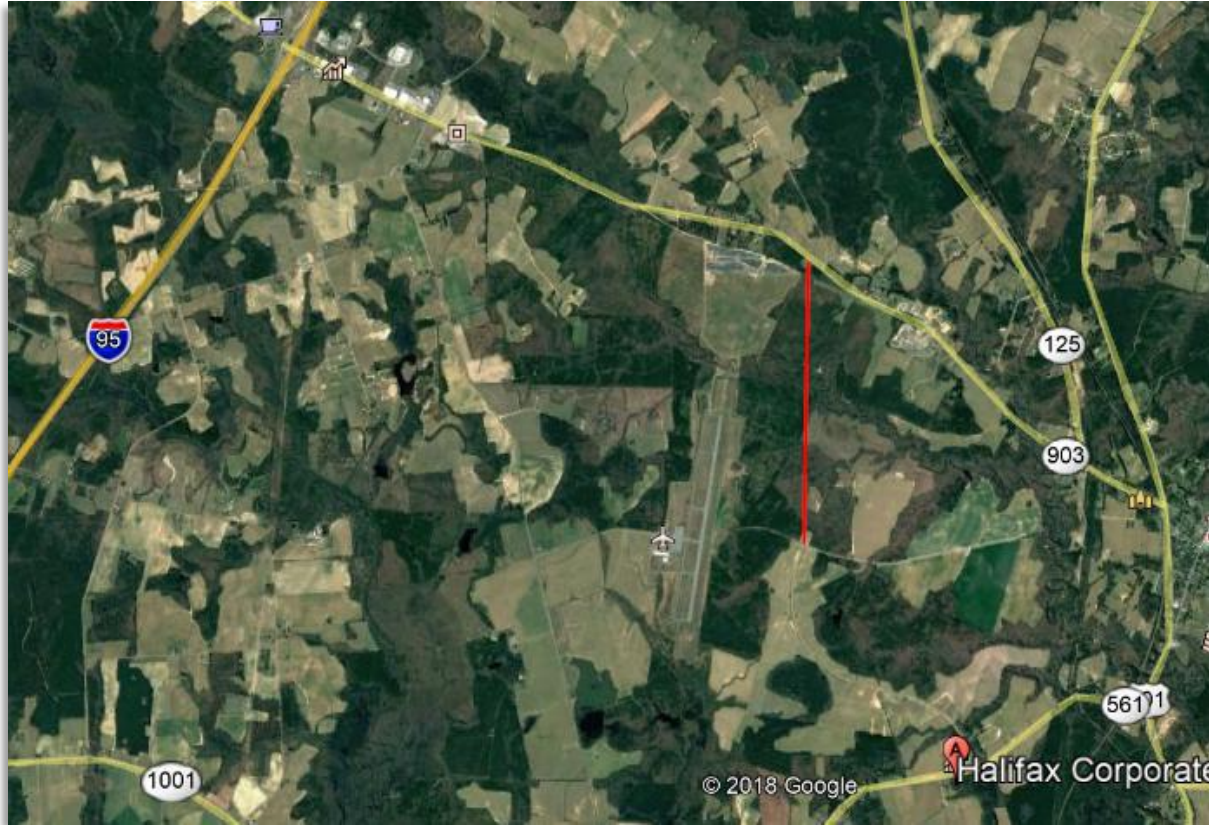
- Near US Highway 301 (McDaniel Street) with average traffic count of 6,200 vehicles/day
- Located in busy retail/commercial area including: EP Mart Convenience Store; Hardees; Family Dollar; Aunt Ruby's Peanuts; Jennie's Beans & Buns
- 10 mile radius = 10,467 people and 261 businesses
- Daytime population = 10,927 people
- Zoned - Commercial
- Interior includes reception area, office area, bank teller counter, vault, drive through window, large conference room and offices on second floor, and 4 restrooms
- Great location opportunity for financial, health, and customer service related businesses



AVAILABLE BUILDINGS IN DOWNTOWNS

- Working with municipalities to identify commercial building space for sale or lease
- Working on Weldon, Enfield, Scotland Neck, & Hobgood

CORPORATE PARK ROAD EXTENSION



- Assembling cost estimates for road extension
- Needed to provide direct access to NC 903
- Included in list of Halifax County projects for SPOT 5.0
- Sewer extension needed for Patton Mechanical and Project Transport

CLIENT ACTIVITY – JANUARY

COMPANY INQUIRIES

- Project Lion
- Project M2
- Project CDV
- Project Barber
- Project SUC
- Project KOA

COMPANY VISITS

- Project Brew*
- Project HydroP
- Project KOA
- Project Park*
- Project Castle*
- Project Ruther*
- Project Transport*

OTHER PROJECTS & INITIATIVES

- Continued development of large rail sites in conjunction with NCR
 - Sonrise (WestPoint) “Ready for Reuse” Designation
 - Re-Certification of Halifax Corporate Park as Certified Industrial Park
 - Existing Industry Visits
 - Resources to help our existing businesses grow
 - Agri-Business Development Council
 - Funding for improving broadband infrastructure
-

QUALIFIED OPPORTUNITY ZONE (QOZ)

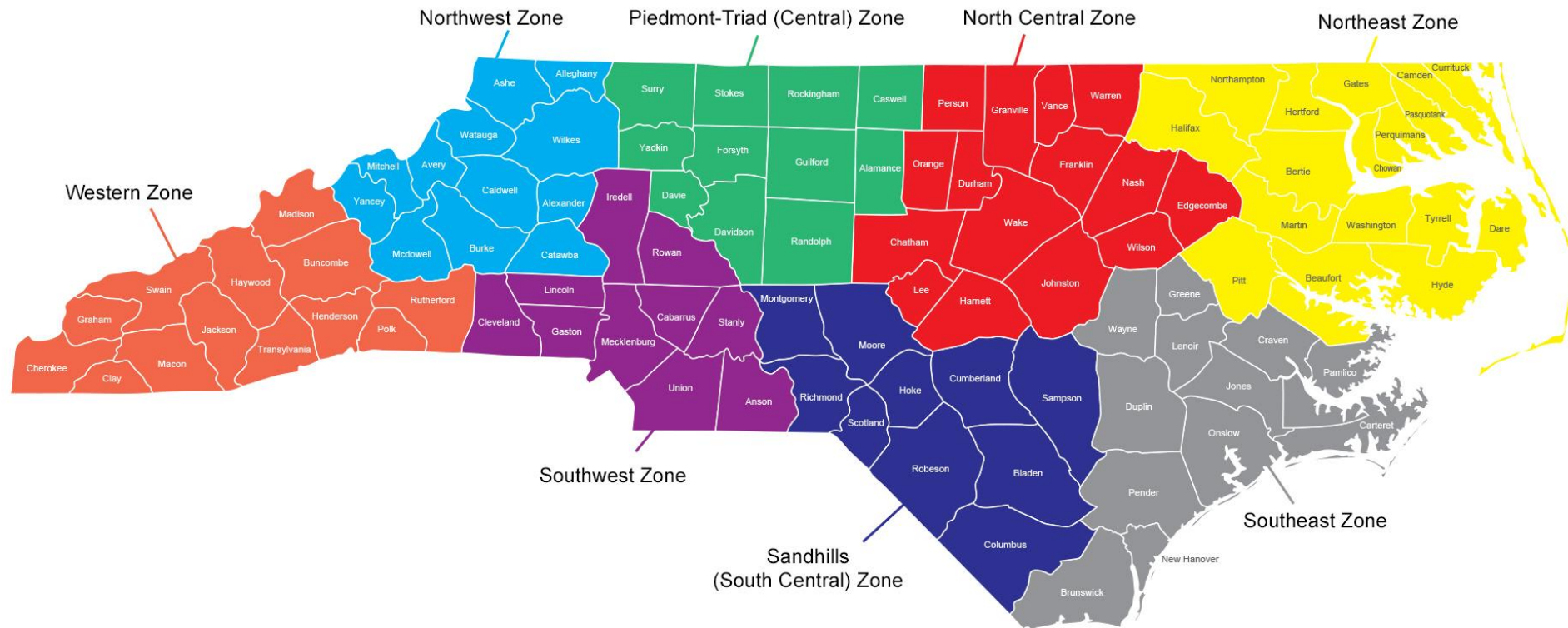
- Tucked into Tax Reform Bill (HR 1)
 - Low income census tracts eligible for certification as Qualified Opportunity Zones
 - Governor Nominates the Tracts as QOZ and notifies Secretary of Treasury
 - Only 25% of low income, high poverty census tracts in each State can be designated
 - Provides tax incentives for economic development in distressed areas
 - Investors create Opportunity funds to invest in new, businesses, expand existing businesses, or develop real estate and defer federal taxes
-

**WHERE IS
HALIFAX COUNTY?**

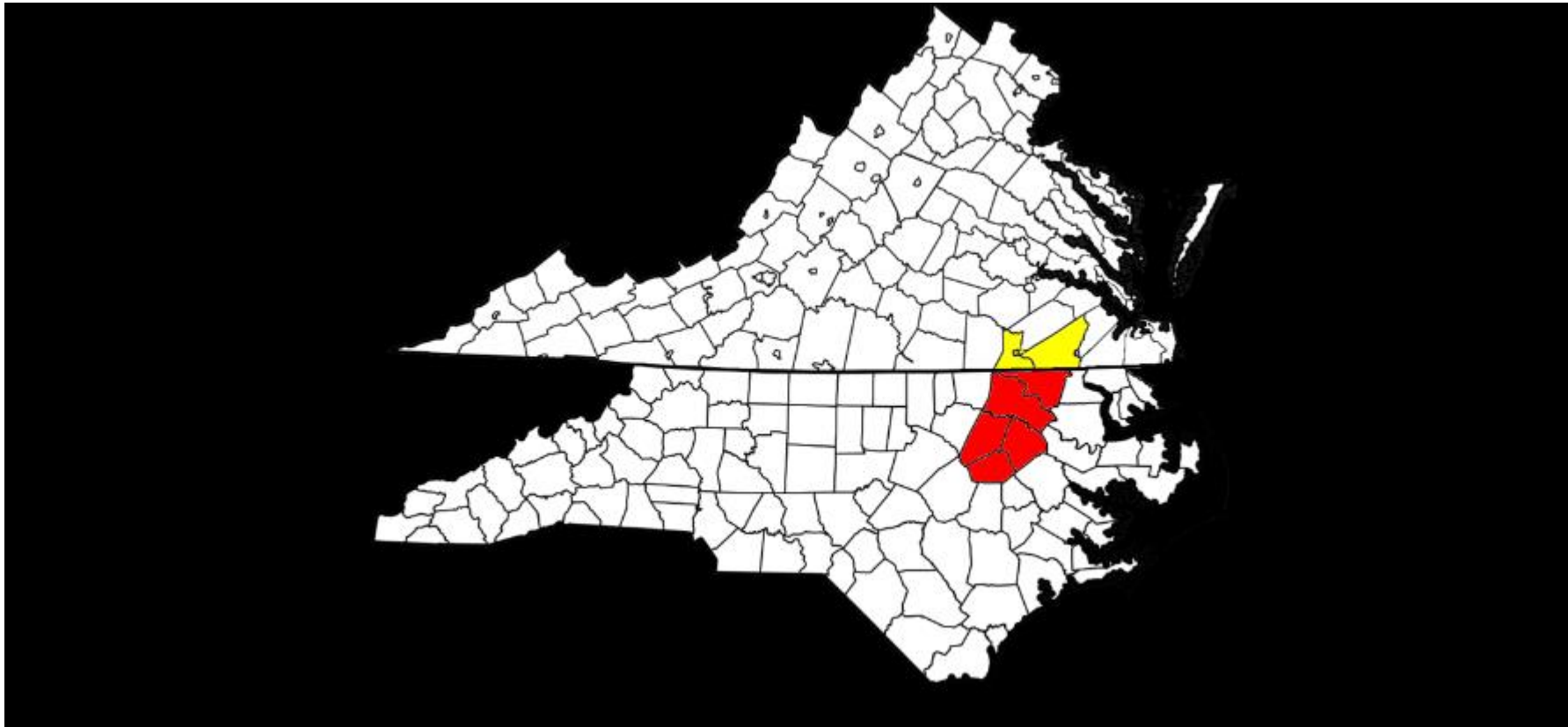
ROANOKE RAPIDS MICROPOLITAN AREA



NORTHEAST PROSPERITY ZONE

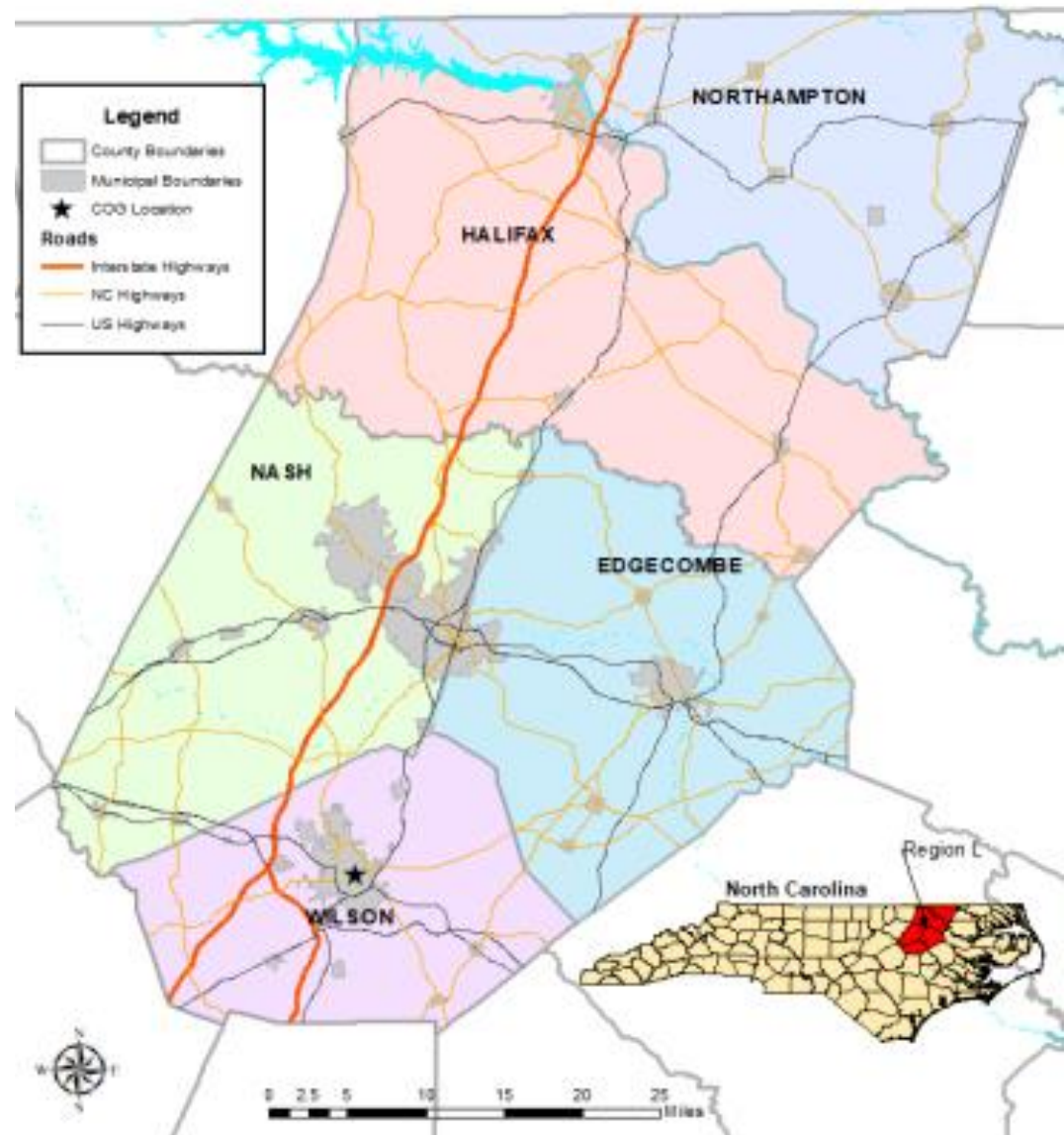


ROCKY MOUNT-WILSON-ROANOKE RAPIDS CSA



REGION L

UPPER COASTAL
PLAINS
PLANNING REGION





TRADE NC

(ROANOKE ELECTRIC SERVICE AREA)

GREENVILLE SUB-REGION

You are here: [Home](#) » [Data & Tools](#) » [Occupations](#) » [Projections](#) » [Prosperity Zones](#) » [Northeast Region](#)

Northeast Region

[Star Jobs](#)

[Employment](#)

[Industry](#)

[Occupations](#)

[Projections](#)

[Statewide](#)

[Prosperity Zones](#)

[Western Region](#)

[Northwest Region](#)

[Southwest Region](#)

[Piedmont-Triad
\(Central\) Region](#)

[North Central
Region](#)

[Sandhills \(South
Central\) Region](#)

OCCUPATIONAL PROJECTIONS



Northeast Prosperity Zone & Sub-Regions

The Northeast Prosperity Zone includes the following two sub-regions: Elizabeth City Region and Greenville Region. Counties in each sub-region are listed below:

Elizabeth City Region: Camden, Chowan, Currituck, Dare, Gates, Hyde, Pasquotank, Perquimans, Tyrrell, and Washington

Greenville Region: Beaufort, Bertie, Halifax, Hertford, Martin, Northampton, and Pitt

Northeast Sub-Regions Projections Files

- [Elizabeth City Region Occupational Projections \(CSV\)](#)
- [Greenville Region Occupational Projections \(CSV\)](#)

Additional Data

- [View the Northeast Prosperity Zone Data Book](#)

**WE NEED TO BE A
PART OF A
FUNCTIONAL
ECONOMIC REGION**

WHAT IS A FUNCTIONAL ECONOMIC AREA?

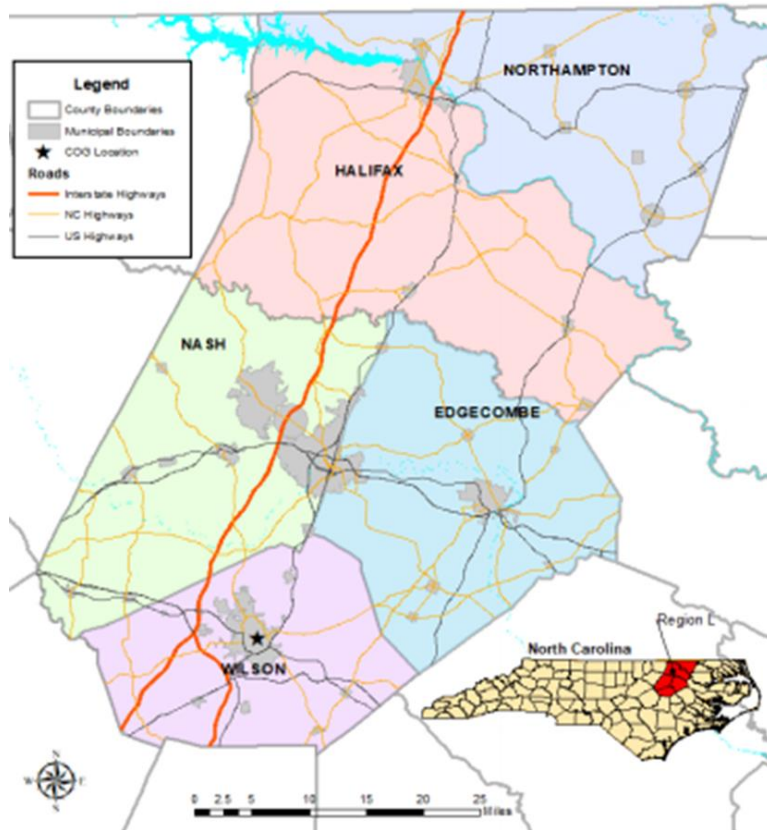
Geographers, ecologists, governments, and economists all define regions differently

Physical geographers might be interested in river basins or mountains, ecologists in interlinked ecosystems, and governments in administrative and political jurisdictions.

Economists are interested in areas that are bound together by trade links—buying and selling of raw materials, industrial and consumer goods and services, and labor commuting.

A contained and cohesive network of trade is called a functional economic area

THIS IS A FUNCTIONAL ECONOMIC AREA



- Interstate 95 links the five counties
- Halifax and Northampton economies are intrinsically connected with Roanoke Rapids as the center of trade
- Halifax, Northampton & Roanoke Rapids share an airport, yet Northampton focuses on the Tri-County Airport
- Documentable transportation, trade, agriculture, education and commuting linkages

Efforts to separate Halifax & Northampton from this core group of counties will continue to hinder our ability to create long-term economic strategies



Halifax County Economic Development Commission

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Roanoke Rapids, NC 27870

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E-Mail: cathyscott@halifaxdevelopment.com

Website: www.halifaxdevelopment.com
www.HalifaxCorporatePark.com
