

# 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 May 7, 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](http://www.halifaxnc.com)

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**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.**

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### Call to Order

**Chairman Vernon J. Bryant**

### Invocation and Pledge of Allegiance

### Adoption of the Agenda

### Conflict of Interest

**Chairman Vernon J. Bryant**

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

### 1. Consent Agenda

**County Commissioners**

- A. Approval of Minutes
- B. Budget Amendments
- C. Property Tax Releases - April 2018
- D. Research in Public Libraries Scholarship
- E. 2018 Seniors Farmers Market Nutrition Program
- F. SHIIP Medicare Improvements and Providers Act Grant

### 2. Special Recognitions

- A. Lake Gaston Regional Chamber of Commerce 50th Anniversary Proclamation
- B. 2018 Lake Gaston Clean-Up Day Resolution

**Christina Wells, Lake Gaston  
Regional Chamber of Commerce  
President/CEO**

**Moira J. Underwood, Lake Gaston  
Association**

### 3. Agenda Items

- A. 2018 Halifax County Legislative Meeting
- B. North Carolina Commission of Indian Affairs Presentation

**County Commissioners**

**Gregory A. Richardson, North  
Carolina Commission of Indian Affairs,  
Executive Director**

- C. 2018 - 2019 Juvenile Crime Prevention Council Funding Plan **Marcelle O. Smith, Juvenile Crime Prevention Council Chairman**
- D. Hydrant Maintenance Contract Proposal **Greg Griffin, Public Utilities Director**
- 4. Board Appointments**
- A. Board Appointments **County Commissioners**
- 5. Economic Development Report**
- A. Economic Development Report **Cathy A. Scott, Economic Development Report**
- 6. County Manager's Report**
- A. 2013 CDBG Infrastructure Grant - Fair Housing Assessment **J. Michael Scott, Progressive Resources and Opportunities**
- 7. County Attorney's Report**
- A. Request for Drainage Easement from N. C. Department of Transportation **M. Glynn Rollins, Jr., County Attorney**
- B. Our Community Hospital, Inc. - Agreement Regarding Tax District Revenues **M. Glynn Rollins, Jr., County Attorney**
- 8. Other Business** **County Commissioners**
- A. Resolution in Memory and Honor of Sallie Ann Copeland Evans **County Commissioners**
- 9. Closed Session** **County Commissioners**
- 10. Adjourn**

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*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.*

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**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:** May 7, 2018 Regular Meeting

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**SUPPORTING INFORMATION:**

Attached, please find the draft minutes of the April 25, 2017 Regular Meeting for approval.

**ATTACHMENTS:**

Description

- ▣ April 25, 2018 Regular Meeting

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**TOTAL COST:**

**COUNTY COST:**

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**REQUEST:** Approve the draft minutes as presented.

**MINUTES**  
**COUNTY OF HALIFAX**  
**BOARD OF COMMISSIONERS**  
**REGULAR MEETING**  
**April 25, 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 Tuesday, April 25, 2017, at 5:30 P. M. in the Historic Courthouse, Halifax, North Carolina.

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

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

**ABSENT:** Honorable Carolyn C. Johnson

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

**Conflict of Interest Statement**

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

**1. FY 2017-2018 Budget Discussion**

Tony N. Brown, County Manager, addressed the Board regarding the FY 2017-2018 Budget.

He provided and reviewed the updated Outside Request. He stated that after the April 17, 2017 Regular Meeting, a letter of request was received from Chad Brandon, North Carolina Forest Service District Forester, requesting an increase in funding in the amount of \$4,066 to assist with the purchase of a new truck and a proposed State cost of living increase in the amount of 2% or \$800, whichever was greater. He further stated that the amount currently in the balanced budget was in the amount of \$110,000 and if the Board approved the request for an additional \$4,066 the total amount would be \$114,066. He advised that Jim Short, Halifax County Forest Ranger, was in attendance to answer questions. Mr. Short echoed the sentiments of the letter of request. He stated that the total cost of the completely outfitted truck was in the amount of approximately \$55,000.

Commissioner Manning moved to approve the North Carolina Forestry Protection Management request for additional funds in the amount of \$4,066. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

Mr. Brown stated that during the April 17, 2017 Regular Meeting, Commissioner Manning requested that the salary comparison spreadsheet be revised using olympic scoring, which would dropped the highest and lowest salaries. He further stated that of the counties that were in commuting distance from Halifax County, Wilson had seven of the highest salaries and Halifax County had four of the lowest salaries. He advised that the salaries of the County was behind an average of 10.03% in comparison to the other counties that were in commuting distance. He provided a copy of the updated spreadsheet for the Board's review.

Mr. Brown stated that during the last meeting after he presented seven budget options, it was the consensus of the Board that he would update Options Four, Four A, and Four B for further discussion as follows:

Option Four included only Fund Balance. This option would use \$1,652,521 of Fund Balance that would reduce the percentage to 8%, \$3,403,003, and additional funds in the amount of \$14,021 would be available to use elsewhere. Option Four does fund the following: Additional School Capital Funding: Halifax Community College \$171,500; Halifax County Schools \$175,000; Roanoke Rapids Graded School District \$190,000; and Weldon City Schools \$187,500; Halifax County Departmental Unfinanced Capital Requirements \$240,000; pending Outside Requests: Staff Recommendation \$174,500 and Board of Commissioners Additions

\$12,000; Employee Competitive Market Adjustment, no funding stream attached, 2%, \$300,000; and Employee Step Adjustment, no funding stream attached, \$188,000. Option Four does not fund the following: Employee Pay for Performance Plan, must add other employee adjustment percentage to this amount if applicable, \$248,000.

Option Four A included only Fund Balance. This option would use \$1,865,208 of Fund Balance that would reduce the percentage to 7.5%, \$3,190,315 and additional funds in the amount of \$161,748 would be available to use elsewhere. Option Four A does fund the following: Additional School Capital Funding: Halifax Community College \$171,500; Halifax County Schools \$175,000; Roanoke Rapids Graded School District \$190,000; and Weldon City Schools \$187,500; Halifax County Departmental Unfinanced Capital Requirements in the amount of \$240,000; pending Outside Requests: Staff Recommendation \$174,500 and Board of Commissioners Additions \$12,000; Employee Competitive Market Adjustment, no funding stream attached, 2%, \$300,000; and Employee Pay for Performance Plan, must add other employee 2% adjustment:  $\$248,000 + 2\% \$4,960$ , no funding stream attached. Option Four A does not fund the following: Employee Step Adjustment, no funding stream attached, \$188,000.

Option Four B included only Fund Balance. This option would use \$2,077,896 of Fund Balance that would reduce the percentage to 7%, \$2,977,628 and additional funds in the amount of \$182,370 would be available to use elsewhere. Option Four B does fund the following: Additional School Capital Funding: Halifax Community College \$171,500; Halifax County Schools \$175,000; Roanoke Rapids Graded School District \$190,000, Weldon City Schools \$187,500; Halifax County Departmental Unfinanced Capital Requirements \$240,000; Outside Requests: Staff Recommendation \$174,500 and Board of Commissioners Additions: April 17, 2017 Regular Meeting \$12,000 and April 25, 2017 Regular Meeting \$4,066; Employee Competitive Market Adjustment 2%, \$300,000; Employee Step Adjustment \$188,000; and Employee Pay for Performance Plan, must add other employee 2% adjustment:  $\$248,000 + 2\% \$4,960$ , \$252,960.

Mr. Brown provided a brief comparison regarding the difference between the Commissioners designated reserve Fund Balance and what was required by the Local Government Commission.

Commissioner Qualls stated that he knew that the County was behind in employee compensation, especially the salaries of the Sheriff's Office as the job of law enforcement officers was dangerous. He further stated that he was sympathetic in regards to the low salaries of the deputies and had been told that some of the deputies were on public assistance, which was just wrong and needed to be corrected. He advised that he made a statement during the January 3, 2017 Regular Meeting that discussions had been held for years regarding employee compensation and how far the County's salaries were behind other localities. He further advised that he did not understand why employee compensation was not discussed at the beginning of the budget preparation if it was top priority instead of at the end. He inquired if the Board was to choose one of the proposed budget options and compared it with the current total budget; would the budget be increasing, decreasing, or stable. Mr. Brown stated that he did not have last year's budget numbers. He stated that when the December 2016 Board Retreat was held, part of the discussion was to receive direction from the Board regarding employee compensation for the

upcoming budget; at which time no direction was given. He further stated that if direction was provided during the retreat it would have been included in the balanced budget and the Board would now be discussing how to fund additional capital.

Commissioner Qualls stated that his concern with the proposed budget was that the County was shrinking, losing revenue, and was not growing economically; however, the budget was increasing. Mr. Brown responded that there was growth in the budget but it was absorbed by other increases. Commissioner Qualls stated that there had been some huge challenges in regards to the County's revenue and was in favor of employee compensation; however, the County needed to grow, raise taxes, or cut programs to fund an increase in expenditures. He further stated that the budget did not appear to cut any expenditures; however, it grows the budget with a decreasing population and tax base without a lot of growth economically. He advised that he agreed on employee compensation; however, employee compensation should be the first funds expended and not the last. He further advised that he wanted employees to have a raise; however, the Board had to decide long term what County government was required to fund. He explained that if the Board was going to fund employee compensation, which he agreed on 100%, then other items in which the Board was not required to fund at some point would have to be left off the budget or there would have to be some substantial growth. He further explained that fundamentally a discussion needed to be held regarding the options that Mr. Brown provided which stated that there were no funding streams attached.

Mr. Brown stated that with the County's revenue based budgeting, there were large sums of money, even millions, that was rolled over each year once staff completed an internal audit. Commissioner Qualls responded that the Board could not count on those funds; which was why those funds were budgeted. Mr. Brown stated that the \$2 Million that was found from the Department of Social Services helped the proposed budget tremendously. Commissioner Qualls agreed; however, inquired if funds were not found next year and this spending stream has been established, then what. Mr. Brown responded that the Board would have to address the shortfall at that time. Commissioner Qualls stated that it was important that the funding stream be addressed first. Mr. Brown stated that a lot of what was done with the proposed budget was forecasting. He further stated that historically the budgets were always prepared conservatively, which was why funds were leftover every year. He advised that funds could not be projected that were higher than the tax collection rate the previous year which was why the budget was prepared conservatively. He further advised that this year there was some growth because sales tax was higher; however, the budget was projected very low and there would be a higher windfall from sales tax this year into next year than was projected. He explained that with revenue based budgeting the funds left over from the previous year helped with the upcoming year. He further explained that he was taking advantage of what was saved last year to cover this year's budget.

Mr. Brown stated that when the economy declined some years ago the County's conservative budget projection underwent drastic cuts during the year. Commissioner Qualls inquired what the Fund Balance was during that time. Mr. Brown stated that the highest working Fund Balance was approximately 40%. Commissioner Qualls stated that it was now 7%. Mr. Brown stated that Commissioner Qualls voted against the budget two years ago because a raise was given to employees and there was no funding stream. Commissioner Qualls agreed and

stated that a funding stream should have been from taxes, growth, or cutting programs. Mr. Brown stated that if the Board had provided direction during the retreat in December to plan for a 2% cost of living adjustment this discussion would not be held at this time; however, discussions would be held regarding unfunded capital needs. Commissioner Qualls stated that he provided direction in January 2017 after the Board's retreat. He further stated that he was not familiar with the programs that were funded that did not have to be funded. He recommended that some attention and discussion needed to be held in that area of the budget. He advised that it was unfortunate that Halifax was a poor county, moderately to high taxed. He further advised that the poorest people in the County would receive a \$.10 tax increase this year in regards to the Halifax County Schools supplemental school tax. He explained that until the County had substantial growth, the Board needed to review its spending. Mr. Brown stated that there were a lot of programs that the County funded that was not required; however, those programs were funded because they added to the value of our culture such as the Library. Commissioner Qualls stated that regardless of the program, he had been on the Board for almost three years and employee compensation was one of the topics that he had heard discussed more than anything else from the Sheriff, County Manager, and staff. He further stated that he was not opposed to increasing employee compensation; however, if it was one of the biggest issues facing the morale of our employees, it should be discussed at the beginning of the budget. He advised that some of the programs that the County did not have to fund needed to be reviewed and the Board as whole would need to make tough decision on those items if we valued our employees as we all say we do. He further advised that was his budget guidance in January after the December retreat.

Chairman Bryant stated that he agreed 100% with the sentiments of Commissioner Qualls. He further stated that he was confident that direction would be given regarding one of the proposed options. He advised that Commissioner Qualls had provided the County Manager and Management Team with some direction for the upcoming December retreat, which was to consider employee compensation first in preparing the budget.

Commissioner Brewer stated that she knew that the County employees were underpaid and advised that the proposed options that did not have a funding stream was of great concern. She agreed with the sentiments of Commissioner Qualls and stated that the County had a shrinking population and that property values had decreased in lots of areas that greatly impacted the County's revenue stream.

Commissioner Smith stated that he did not totally agree with all of the sentiments of Commissioners Qualls; however, every point that was made was valid. He further stated that during his tenure, he recalled that the 18% to 22% Fund Balance that the Board decided to maintain resulted in the County having one of the highest Fund Balances in the State of North Carolina. He advised that the General Assembly began to look at what the counties had in their coffers, which dictated some proposed legislation that was ultimately not approved. He further advised that at that time, the Board began to review and allocate funds for needs that had gone unfunded. He recalled that there had been several years in which the County had not replaced the Sheriff's Office patrol vehicles until there was an incident wherein a Sheriff deputy responded to an emergency call regarding a shooting in Hollister and the same deputy had to respond to another emergency call regarding a stabbing in Hobgood and while responding to the

second call his vehicle became inoperable. He explained that after that incident the Board allocated funds to purchase approximately 12 vehicles because public safety was important.

Commissioner Smith stated that in regards to looking at programs that the County was not required to fund; the County was a tier one county and possibly because of Halifax County the tiers were being reevaluated. He further stated that some of the employees were benefiting from some of the programs that the County was not required to fund. He advised that he was aware that some of the Sheriff's deputies were receiving public assistance and that there were other deputies that would qualify; however, were not receiving public assistance for various reasons. He further advised that in regards to the Halifax County Schools pending supplemental school tax, there had been unfairness for years in regards to how this distribution was done. He explained that he voted, along with other citizens in the County, and the supplemental school tax passed; which was a self-tax that Halifax County Schools had to request. He further explained that County taxes were increased to fund a school in the Roanoke Rapids Graded School District; however, there were two other school districts that the County funded. He stated that Halifax County was one of the few remaining counties in the State that still had three school systems that had to be funded equally in accordance with the State statute, along with the Halifax Community College. He further stated that in regards to economic development he had raised many concerns about where the County was going and when progress would be seen. He advised that he received some positive and negative comments regarding the sale of the Littleton Industrial Building. He further advised that upon becoming a Commissioner, he inherited the Littleton Industrial Building in which the County had invested a considerable amount of funds and had received no return on that investment. He explained that he agreed with Commissioner Qualls in regards to identifying areas to fund especially regarding economic development.

Commissioner Manning stated that there were issues regarding employee compensation that needed to be reviewed; however, it was too late to be done for this budget year. He requested that employee compensation be reviewed in anticipation of next year's budget because it was necessary. He further requested that Mr. Brown provide the Board, between now and the next retreat, a list of programs that the County was required to fund and those that the County was not required to fund that were being funded. He stated that in regards to capital outlay, the County needed to maintain its buildings as preventative maintenance was important. He further stated that he was in favor of Option 4B.

Commissioner Qualls inquired if the County did not have growth and approved Option 4B, where would the funding stream be found. He inquired if there was a commitment from the Board to review programs that the County did not have to fund or would there be a tax increase. Commissioner Manning stated that was why he requested that the County Manager provide information. Chairman Bryant stated that discussion could begin during the retreat in December, if not before. Mr. Brown stated that if the Board had provided him with direction during the retreat regarding employee compensation it would have been included in the budget using a funding stream that would have been already included.

Chairman Bryant stated that he needed consensus from the Board regarding the proposed options. He inquired if Commissioner Qualls was agreeable with Option 4B in regards to obtaining a consensus and moving forward to provide direction to the County Manager.

Commissioner Qualls stated that he sensed that the Board was in favor of moving forward with Option 4B and responded yes. Chairman Bryant along with Commissioners Manning, Smith and Brewer recommended Option 4B. It was the consensus of the Board to direct the County Manager to move forward with finalizing the proposed budget using Option 4B.

Mr. Brown stated that confirmation was needed to add an additional Sheriff's deputy position that would be assigned to the Department of Social Services as they would be changing the security contract with Alpha Security to have an armed security officer. He further stated that funds were available in the budget. It was the consensus of the Board to approve the request.

He further requested confirmation regarding the Halifax County Schools Supplemental Tax in the amount of \$.10 and Weldon City Schools Supplemental Tax in the amount of \$.20. Commissioner Qualls inquired if the Board would have to vote on the Halifax County Schools Supplemental Tax. Mr. Brown stated that it would be part of the entire budget that would be approved by the Board. It was the consensus of the Board to approve the request.

Commissioner Manning stated that the Board did not set the supplemental school tax by \$.10 as the residents within the Halifax County Schools district voted to approve the supplemental tax. He further stated that Dr. Eric Cunningham, Halifax County Schools Superintendent, sent a letter stating that the Halifax County Schools Board of Education was requesting a supplement tax rate in the amount of \$.10. He stated that only the property owners and residents within the Halifax County Schools district would be taxed.

## **2. Other Business**

Chairman Bryant requested that the Board approve a congratulatory letter to Melinda Hardy, District 6 Administrator, commending and congratulating local Guardian ad Litem Child Advocates for their unselfish and outstanding service to Halifax County and its citizens in recognition of National Child Advocate Month.

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

Chairman Bryant stated that Gilbert M. Portela had lived and worked in Halifax County for many years and was very ill. He further stated that Mr. Portela was very active in the community and was the founder of Angel's Closet, Inc., which was a tremendous resource and asset to thousands of children and families in need in Halifax County, Northampton County and Southside Virginia. He requested that the Board adopt a proclamation proclaiming Gilbert Portela Day in Halifax County along with a small reception in his honor. After a brief discussion was held regarding this matter, it was the consensus of the Board to recognize Mr. Portela during the May 1, 2017 Regular Meeting.

Commissioner Manning stated that correspondence had been received from Nancy Jackson, Town of Scotland Neck Administrator/Clerk, requesting a change in the distribution method of sales tax from the ad valorem method to a per capita method. He further stated that

under the ad valorem basis all taxing entities would share in the sales tax to include municipalities, Our Community Hospital, school districts, and all fire departments. He advised that under the per capita method municipalities and the County were the only entities that would share in the distribution of sales tax. He further advised that if the Board approved the request, he would recommend that the County reimburse the entities that would be losing funds in order that they would be able to continue operating without a loss in funding.

Commissioner Manning moved to do nothing in regards to changing the ad valorem sales tax distribution. Commissioner Qualls seconded the motion.

Upon discussion, Commissioner Qualls stated that the only concern that he had in regards to changing the sales tax distribution was Halifax County Schools, which had been accomplished. Chairman Bryant echoed the sentiments of Commissioner Qualls.

The motion passed unanimously by voice vote.

Mr. Brown reminded the Board of the following updates: The County would be hosting the North Carolina Association of County Commissioners District Meeting on April 25, 2017 at the Hilton Garden Inn in Roanoke Rapids at 5:30 P. M. The North Carolina Department for Natural and Cultural Resources Secretary, Susi H. Hamilton, would be visiting on Friday, April 28, 2017, during the morning hours followed by a discussion meeting at 2:30 P. M. which would include the County's legislators. The Employee Appreciation Picnic would also be held on Friday, April 28, 2017 from 1:00 P. M. to 5:00 P. M.

**3. Closed Session**

There were no matters for discussion under Closed Session.

**4. Adjourn until the May 1, 2017 Regular Meeting**

Commissioner Smith moved to adjourn the meeting until the May 1, 2017 Regular Meeting. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

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Vernon J. Bryant, Chairman  
Halifax County Board of Commissioners

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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:** May 7, 2018 Regular Meeting

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**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 5-7-18
- ▢ BA list for 5-7-18

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**TOTAL COST:**

**COUNTY COST:**

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**REQUEST:** Approve presented Budget Amendments



1	<b>Sheriff</b> - Budget insurance proceeds for a not-at-fault motor vehicle accident	\$ 2,207.12
2	<b>Sheriff</b> - Budget insurance proceeds for an at-fault motor vehicle accident	982.65
3	<b>Sheriff</b> - Budget insurance proceeds for a not-at-fault motor vehicle accident (deer)	1,291.43
4	<b>Sheriff</b> - Budget insurance proceeds for a not-at-fault motor vehicle accident (deer)	2,017.45
5	<b>Health</b> - Carry forward FY 17 reconciled, audited balances into FY 17-18	1,256,723.10
6	<b>DSS</b> - Increase funds for Independent Living program; will be reimbursed by State	4,000.00
7	<b>DSS</b> - Increase funds for IV-D Incentive program	18,000.00
8	<b>DSS</b> - Increase funding to actual per Authorizations #10 & 11, dated April 5, 2018	100.00
9	<b>DSS</b> - Budget additional revenue from the Foster Care Fundraiser	1,497.00
10	<b>Cooperative Extension - Extension Agent Program</b> - budget additional funds from fees	65.00
11	<b>Cooperative Extension - County Extension Program</b> - budget additional funds from donations & Winter Wonderland	3,150.00
12	<b>Cooperative Extension - 4H Program</b> - budget additional funds from fees, donations & activities	2,110.00
13	<b>EMS</b> - Carry-forward prior year insurance proceeds for not-at-fault motor vehicle accident.	22,939.97

Approved: May 7, 2018

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Vernon J. Bryant  
Chairman

## BUDGET AMENDMENT

Account Number / Name	Debit (Expense Increase) (Revenue Decrease)	Credit (Expense Decrease) (Revenue Increase)	Explanation
110-9200-5353-00 / Maint & Repair - Auto	2,207.12		<b>Sheriff</b>
110-4410-4839-97 / Insurance Claims Reimb		2,207.12	To budget insurance claims reimbursement for a not at fault accident
<b>TOTALS</b>	<b>2,207.12</b>	<b>2,207.12</b>	

- \* 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	982.65		Sheriff
110-4410-4839-97 / Insurance Claims Reimb		982.65	To budget insurance claims reimbursement for an at fault accident
TOTALS	982.65	982.65	

- \* 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
<u>Mary W. Duncan</u>	<u>4/26/18</u>
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	1,291.43		<b>Sheriff</b>
110-4410-4839-97 / Insurance Claims Reimb		1,291.43	To budget insurance claims reimbursement for a not at fault accident (deer collision)
<b>TOTALS</b>	<b>1,291.43</b>	<b>1,291.43</b>	

- \* 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	2,017.45		<b>Sheriff</b>
110-4410-4839-97 / Insurance Claims Reimb		2,017.45	To budget insurance claims reimbursement for a not at fault accident (deer collision)
<b>TOTALS</b>	<b>2,017.45</b>	<b>2,017.45</b>	

\* 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)	Credit (Expense Decrease)	Explanation
1246110-549600 General Escrow	30,560.74		CARRY FORWARD PREVIOUS YEAR FY 17 FUND BALANCE INTO FY 18 PAGE 1 OF 8
1246154-549600 Diabetes C/O	92.29		
1246121- 549600 TB Escrow	343.43		
1246123-549600 Comm Disease Escrow	130,000.00		
1246151-549600 Adult Health Escrow	24,474.00		

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

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

Approval for Performance Compensation

\_\_\_\_\_  
Human Resources Director                      Date

Program Director

*Bruce L. Robitow*

\_\_\_\_\_  
Date

*4-30-18*

Department / Agency Head

\_\_\_\_\_  
Date

County Manager or

\_\_\_\_\_  
Date

Deputy County Manager or

County Commissioner Chairman

## BUDGET AMENDMENT

Account Number / Name	Debit (Expense Increase)	Credit (Expense Decrease)	Explanation
1246199-499154 Serve Safe C/O	1,928.43		CARRY FORWARD PREVIOUS YEAR FY 17 FUND BALANCE INTO FY 18 PAGE 2 OF 8
1249519-569702 Serve Safe Tech Purchased	2,000.00		
1246163-549600 Immunization Escrow	14,000.00		
1246164-549600 Family Planning escrow	175,125.16		
1246110-549600 General c/o	30,928.72		
1246169-549600 Child Health Escrow	58,931.00		

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

Approval for Performance Compensation

\_\_\_\_\_  
Human Resources Director                      Date

\_\_\_\_\_  
Program Director

*Bruce L. Robitow*

\_\_\_\_\_  
Date

\_\_\_\_\_  
Department / Agency Head

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Manager or

\_\_\_\_\_  
Date

\_\_\_\_\_  
Deputy County Manager or

\_\_\_\_\_  
County Commissioner Chairman

*4-30-18*

## BUDGET AMENDMENT

Account Number / Name	Debit (Expense Increase)	Credit (Expense Decrease)	Explanation
1246110-512100 General salary		300,000.00	CARRY FORWARD PREVIOUS YEAR FY 17 FUND BALANCE INTO FY 18 PAGE 3 OF 8
1246131-512100 Home Health Salary		100,000.00	
1246160-512100 Maternity Salary		45,000.00	
1246131-518300 Home Healht Medical Ins		10,000.00	
1246132-518300 Hosp Medical Ins		20,000.00	
1246110-518200 General Retirement		26,000.00	
1246110-518100 General SS		23,000.00	

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

Approval for Performance Compensation

\_\_\_\_\_  
 Human Resources Director                      Date

\_\_\_\_\_  
 Program Director

\_\_\_\_\_  
 Date

*Bruce L. Robitow*

*4-30-18*

\_\_\_\_\_  
 Department / Agency Head

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 County Manager or

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Deputy County Manager or

\_\_\_\_\_  
 County Commissioner Chairman



## BUDGET AMENDMENT

Account Number / Name	Debit (Expense Increase)	Credit (Expense Decrease)	Explanation
1244410-499126 General C/O	29,942.18		CARRY FORWARD PREVIOUS YEAR FY 17 FUND BALANCE INTO FY 18 PAGE 4 OF8
1244410-499153 Diabetes C/O		92.29	
1244410-499117 TB Fees C/O		343.43	
1244410-499115 Comm Disease C/O		130,000.00	
1244410-499110 Home Health C/O	44,342.90		
1244410-499109 Hospice C/O	377,031.06		
1244410-499107 Adult Health C/O		24,474.00	

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

Approval for Performance Compensation

\_\_\_\_\_  
 Human Resources Director                      Date

\_\_\_\_\_  
 Program Director

\_\_\_\_\_  
 Date

*Bruce L. Robitow*

*4-30-18*

\_\_\_\_\_  
 Department / Agency Head

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 County Manager or

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Deputy County Manager or

\_\_\_\_\_  
 County Commissioner Chairman

## BUDGET AMENDMENT

Account Number / Name	Debit (Expense Increase)	Credit (Expense Decrease)	Explanation
1244410-499137 CD C/O	337,023.19	0.00	CARRY FORWARD PREVIOUS YEAR FY 17 FUND BALANCE INTO FY 18 PAGE 5 OF 8
1244410-499126 General C/O		15,015.59	
1244410-499113 Immunization C/O		14,000.00	
1244410-499105 Family Planning C/O		175,125.16	
1244410-499112 CSC C/O		30,928.72	
1244410-499101 CH C/O		58,931.00	
1244410-499126 General C/O		262.31	

- \* 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

*Bruce L. Robitow* <sup>br</sup>

\_\_\_\_\_  
 Date

*4-30-18*

Department / Agency Head

\_\_\_\_\_  
 Date

County Manager or

\_\_\_\_\_  
 Date

Deputy County Manager or

County Commissioner Chairman

## BUDGET AMENDMENT

Account Number / Name	Debit (Expense Increase)	Credit (Expense Decrease)	Explanation
1244410-499126 C/O General		1,261.28	CARRY FORWARD PREVIOUS YEAR FY 17 FUND BALANCE INTO FY 18 PAGE 6 OF 8
1244410-499126 C/O General		2,698.78	
1244410-499154 Serve Safe Escrow		3,928.43	
1244410-499126 C/O General		11,322.78	

- \* 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

*Bruce L. Robietow*

\_\_\_\_\_  
Date

*4-30-18*

\_\_\_\_\_  
Department / Agency Head

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Manager or

\_\_\_\_\_  
Date

\_\_\_\_\_  
Deputy County Manager or

\_\_\_\_\_  
County Commissioner Chairman

## BUDGET AMENDMENT

Account Number / Name	Debit (Expense Increase)	Credit (Expense Decrease)	Explanation
1246110-518300 General Medical Ins		10,000.00	CARRY FORWARD PREVIOUS YEAR FY 17 FUND BALANCE INTO FY 18 PAGE 7 of 8
1246160-518300 Maternity Medical Ins		12,000.00	
1246169-529200 CH pgm specific		80,000.00	
1246169-539702 CH Incentives		10,000.00	
1246164-518300 FP med ins		18,000.00	
1246120-518300 Aids Med ins		6,000.00	
1246151-512100 Adult Health Salary		65,000.00	

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

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

Approval for Performance Compensation

Human Resources Director

Date

Program Director

*Bruce L. Robitow*

Date

*4-30-18*

Department / Agency Head

Date

County Manager or

Date

Deputy County Manager or

County Commissioner Chairman

# BUDGET AMENDMENT

Account Number / Name	Debit (Expense Increase)	Credit (Expense Decrease)	Explanation
1246169-512100 CH Salary		17,339.33	CARRY FORWARD PREVIOUS YEAR FY 17 FUND BALANCE INTO FY 18 PAGE 8 of 8
1246169-518300 CH Medical Ins		20,000.00	
1249531-569704 HH Vehicles Purchased		20,000.00	
1249531-569701 HH Vehicle Purchased		6,000.00	
	1,256,723.10	1,256,723.10	

\* 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

*Bruce L. Robertson*

Department / Agency Head

Date

4-30-18

County Manager or

Date

Deputy County Manager or

County Commissioner Chairman


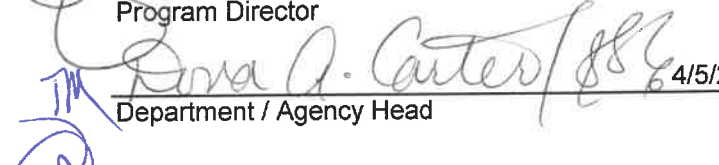
# BUDGET AMENDMENT

Account Number / Name	Debit (Expense Increase) (Revenue Decrease)	Credit (Expense Decrease) (Revenue Increase)	Explanation
			DSS
125-4531-4210-09 Independent Living		4,000.00	Funding for Independent Living expenses, must pay up front to receive reimbursement
125-6430-5435-01 Special Independent Living	4,000.00		
<b>TOTALS</b>	4,000.00	4,000.00	

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

Approval for Performance Compensation

Human Resources Director Date

  
 Program Director 4/5/2018  
  
 Department / Agency Head 4/5/2018  
 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
			<b>DSS</b>
125-4537-4230-24 IV-D Incentive		18,000.00	<b>Appropriate revenue to line items to fund program expenses</b>
125-6375-5311-00 Travel	1,000.00		
125-6375-5395-00 Training	2,500.00		
125-6375-5550-01 Tools & Equipment	2,000.00		
125-6375-5693-00 Contracted Services	2,500.00		
125-6375-5290-00 Other Supplies & Materials	10,000.00		
<b>TOTALS</b>	18,000.00	18,000.00	

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

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

Approval for Performance Compensation

Human Resources Director \_\_\_\_\_ Date \_\_\_\_\_

  
 \_\_\_\_\_ 4/9/2018  
 Program Director

  
 \_\_\_\_\_ 4/9/2018  
 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
			DSS
125-4531-4210 27 CP&L Project Share		100.00	Adjust funding to actual per April 5, 2018 Funding Authorizations #10 & 11
125-6490-5491-00 C P & L	100.00		
TOTALS	100.00	100.00	


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

### Approval for Performance Compensation

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

  
Program Director

Program Director  
Dona A. Carter 4/9/2018  
 Department / Agency Head Date

 \_\_\_\_\_ Date \_\_\_\_\_  
County Manager or  
Deputy County Manager or  
County Commissioner Chairman FIN BA 01



## BUDGET AMENDMENT

Account Number / Name	Debit (Expense Increase) (Revenue Decrease)	Credit (Expense Decrease) (Revenue Increase)	Explanation
125-6311-5500-03 FosterCare Fundraiser	1,497.00		<b>DSS</b>
125-4534-4839-49 FC Fundraiser		1,497.00	Transfer fundraising revenue to the appropriate expense line
<b>TOTALS</b>	1,497.00	1,497.00	

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

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

Approval for Performance Compensation

Human Resources Director \_\_\_\_\_ Date \_\_\_\_\_

  
 Program Director 4/25/2018  
 \_\_\_\_\_  
 Date

  
 Department / Agency Head 4/25/2018  
 \_\_\_\_\_  
 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
127-5955-5290-18 - Other Sup & Mat - Ag Materials	15.00		Cooperative Extension - Extension Agent Programs
127-5955-5290-40 - Voluntary Ag District	50.00		budget additional funds
127-4500-4310-00 - Fees		65.00	
<b>TOTALS</b>	65.00	65.00	

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

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

Approval for Performance Compensation

Human Resources Director

Date

Program Director

Date

Department / Agency Head

Date

County Manager or  
Deputy County Manager or  
County Commissioner Chairman

Date

# BUDGET AMENDMENT

Account Number / Name	Debit (Expense Increase) (Revenue Decrease)	Credit (Expense Decrease) (Revenue Increase)	Explanation
128-5956-5290-19 - OS&M - Winter Wonderland	150.00		Cooperative Extension - County Extension Programs
128-5956-5220-04 - EFNEP 4H Food Fund	2,000.00		budget additional funds
128-5956-5399-75 - 4H Projects	1,000.00		
128-4501-4310-82 - Winter Wonderland Fees		150.00	
128-4501-4320-10 - Donations		3,000.00	
<b>TOTALS</b>	3,150.00	3,150.00	

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

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

Approval for Performance Compensation	
Human Resources Director	Date

revised 9/16/14

Program Director	Date
<i>Arthur Whitehead</i>	4/17/18
Department / Agency Head	Date

*7/2*

County Manager or Deputy County Manager or County Commissioner Chairman	Date
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## BUDGET AMENDMENT

Account Number / Name	Debit (Expense Increase) (Revenue Decrease)	Credit (Expense Decrease) (Revenue Increase)	Explanation
129-5957-5398-12 - Miscellaneous Activities	175.00		Cooperative Extension - 4H Account
129-5957-5290-36 - OS&M Hrs & Lvst Arena	1,935.00		budget additional funds
129-4502-4490-03 - 4H Donations		50.00	
129-4502-4490-10 - 4H Miscellaneous Activities		125.00	
129-4502-4490-11 - Fees/Don Hrs & Lvst Arena		1,935.00	
<b>TOTALS</b>	2,110.00	2,110.00	

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

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

Approval for Performance Compensation	
Human Resources Director	Date

Program Director	Date
	
Department / Agency Head	Date

County Manager or Deputy County Manager or County Commissioner Chairman	Date
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W

BUDGET AMENDMENT

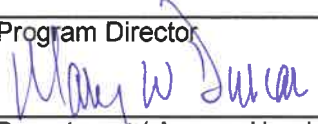
Account Number / Name	Debit (Expense Increase) (Revenue Decrease)	Credit (Expense Decrease) (Revenue Increase)	Explanation
130-9800-5353-00 / Maint & Rep-Vehicles	22,939.97		EMS
130-4439-4991-00 / Fund Balance		22,939.97	Carry forward insurance proceeds for prior year ambulance accident
TOTALS	22,939.97	22,939.97	

\* 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

      4-19-18

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 Releases - April 2018

**DATE:** May 7, 2018 Regular Meeting

---

**SUPPORTING INFORMATION:**

Attached, please find the releases.

**ATTACHMENTS:**

Description

- ▣ Property Tax Releases - April 2018

---

**TOTAL COST:**

**COUNTY COST:**

---

**REQUEST:** Approve the April 2018 property tax releases.

# Halifax County Tax Department

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

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

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

TO: Halifax County Commissioners

FROM: Doris Hawkins, Tax Coordinator/Collector

Date: April 27, 2018

In accordance with G.S. 105-380 and G.S. 105-381 the following figures are the tax bills that required release during the month of April 2018 and do not require a refund. Your approval of the releases is required for the records to stand corrected.

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

Number of accounts: 4  
Tax year(s): 2009-2017  
Total County levy: \$2,213.86

Reason for Change	Real Property	Personal Property
Exempt property billed in error (coded incorrectly)	2	
Business closed in 2015 (documentation provided)		1
Present Use Value added (required documentation provided)	1	
	3	1



*Where the Spirit of Independence Was Born*



**AGENDA**  
**Halifax County Board of Commissioners**  
**Regular Meeting**

**TO:** Halifax County Board of Commissioners

**FROM:** Ginny Orvedahl, Library Director

**SUBJECT:** Research in Public Libraries Scholarship

**DATE:** May 7, 2018 Regular Meeting

---

**SUPPORTING INFORMATION:**

Attached, please find a letter from the State Library of North Carolina's grant consultant confirming the award of a \$500 scholarship to Brenda Mills, Senior Branch Librarian to attend the Research in Public Libraries Institute. The Institute will be held July 29-31 in Atlanta, Georgia. There will be no cost to the county.

**ATTACHMENTS:**

Description

RIPI SCHOLARSHIP

---

**TOTAL COST:**\$500.00

**COUNTY COST:**0

---

**REQUEST:** Approve the receipt of the scholarship.



## Research In Public Libraries - Notification

Haske, Jackie <jackie.haske@ncdcr.gov>

Mon 4/23/2018 10:30 AM

To: Brenda Mills <bmill1965@gmail.com>; Ginny Orvedahl <orvedahlg@halifaxnc.com>;

Cc: Prince, Catherine <catherine.prince@ncdcr.gov>;

Importance: High

4 attachments (888 KB)

Halifax\_County\_Library\_RIPL\_Schol\_2017-2018\_agreement.pdf; Halifax\_County\_Conflict\_of\_Interest.pdf;  
Certification\_Regarding\_Debarment\_and\_Suspension.pdf; No\_Overdue\_Tax\_Debts.docx;

The State Library is pleased to confirm that **Halifax County Library's** application for the Research Institute for Public Libraries (RIPL) conference scholarship, funded by 2017-2018 LSTA funds, has been awarded. The State Library will take care of registration and lodging costs for attendee, Brenda Mills. The grant portion of the scholarship will reimburse up to **\$500.00** in travel costs.

To accept this scholarship:

Complete the attached documents, obtain signatures, and return all the documents as one packet. Please note: **two** complete sets of the Grant Agreement with **original signatures** must be received before they can be submitted to the State Librarian for signature. We strongly recommend the documents be sent via a commercial mail service such as UPS or FedEx. Mailing instructions are included in the Agreement.

Be sure to review the information on the first page of the Grant Agreement for correctness; make any changes to both originals and we will update our files.

You should see the following attachments with this email, in addition to your Grant Agreement:

- Certification Regarding Debarment & Suspension
- Statement of No Overdue Tax Debts (please print on letterhead)

Please also review the attached Conflict of Interest Policy, which is the most current version we have on file. If you have an updated policy, please submit with your other required documents.

When all the required documents have been received, your Grant Agreements will be presented to the State Librarian for signature. You will then be notified that spending may begin. An original Grant Agreement will be returned to you for your files.

Keep in mind that:

- The library's authorized representatives AND the State Librarian must sign the Grant Agreement in order for it to be fully executed; thereby completing the awarding of funds. Funds cannot be encumbered or spent until you have been notified that the State Librarian has signed the grant agreement.
- The Project Manager is the primary contact between your library and the State Library for the life of the project. It is expected that when questions arise about expenditures, reimbursements, reporting, and anything else related to the grant, the Project Manager will be the State Library's primary point of contact. It is the library's responsibility to notify the State Library of changes in any Project Manager information.
- You are required to [credit IMLS](#) and the State Library (see statement below) in all related publications and activities in conjunction with the use of the grant funds.  
"This grant is made possible by funding from the federal Institute of Museum and Library Services (IMLS) under the provisions of the Library Services and Technology Act (LSTA) as administered by the State Library of North Carolina, a division of the Department of Natural and Cultural Resources (IMLS grant number LS-00-17-0034-17)."

Please let me know if you have any questions.

Sincerely,



STATE LIBRARY  
of NORTH CAROLINA

**Catherine M. Prince**

Federal Programs Consultant

NC Dept. of Natural and Cultural Resources

919.807.7423 | [catherine.prince@ncdcr.gov](mailto:catherine.prince@ncdcr.gov)

109 E. Jones St. | 4640 Mail Service Center

Raleigh, North Carolina 27699-4640



**AGENDA**  
**Halifax County Board of Commissioners**  
**Regular Meeting**

**TO:** Halifax County Board of Commissioners

**FROM:** Rose Lewis, Aging Program Coordinator, HRM

**SUBJECT:** 2018 Seniors Farmers' Market Nutrition Program 2018

**DATE:** May 7, 2018 Regular Meeting

---

**SUPPORTING INFORMATION:**

1. Division of Aging and Adult Services in collaboration with the North Carolina Department of Agriculture will fund the Seniors Farmers' Market Nutrition Program (SFMNP) for eligible older adults who attend Halifax County congregate meal sites located in Roanoke Rapids, Hollister, and Scotland Neck.
2. Approximately 70 older adults will receive \$21.00 in SFMNP vouchers to shop at the Farmers' Market for fresh fruit and vegetables.
3. The SFMNP vouchers will be distributed during the regional training session held in late June. The Aging Program Coordinator will attend the training session, pick up, sign for and distribute the SFMNP vouchers to congregate meal sites within Halifax County.
4. Halifax County Council on Aging will coordinate transportation to the Farmers' Market for congregate site participants.

**ATTACHMENTS:**

Description

- ▢ Seniors Farmers' Market Nutrition Program 2018

---

**TOTAL COST:**\$1,470.00

**COUNTY COST:**\$0.00

---

**REQUEST:** Request Board of Commissioners' approval to receive from the Division of Aging and Adult Services an estimated \$1,470.00 in Farmers' Market vouchers to help the older adults attending congregate meal sites in Roanoke Rapids, Hollister, and Scotland Neck with nutrition.

## 2018 Senior Farmers Market Nutrition Program

The Division of Aging and Adult Services (DAAS), in collaboration with the North Carolina Department of Agriculture, has received USDA grant funding to offer the Senior Farmers' Market Nutrition Program (SFMNP) in 2018. This innovative program has dual goals. One goal is to improve the nutritional status of low income congregate nutrition site participants by enabling them to purchase fresh fruits and vegetables at local farmers' markets. A second goal is to stimulate business for the local farmers and create a greater awareness of the farmers' market.

The 2018 SFMNP program time period is July 1, 2018 through September 30, 2018. DAAS will provide coupons to the congregate nutrition programs in participating counties and these local providers will distribute coupons to eligible congregate nutrition program participants. The congregate nutrition program will provide the older adults with one set of coupons worth \$21 during the 2018 growing season and the sites are encouraged to offer "field trips" for the participants to visit the local farmers' market to redeem their coupons. The coupons and education materials for the participants will be distributed during regional training sessions scheduled in June.

**Audrey Edmisten, RD, LDN, MPH**

Aging Program Specialist  
Division of Aging and Adult Services  
N.C. Department of Health and Human Services

919-855-3418 office  
919-715-0868 fax  
[Audrey.Edmisten@dhhs.nc.gov](mailto:Audrey.Edmisten@dhhs.nc.gov)

693 Palmer Drive  
Raleigh, NC 27603

2101 Mail Service Center  
Raleigh, NC 27699



 Nothing Compares 



**AGENDA**  
**Halifax County Board of Commissioners**  
**Regular Meeting**

**TO:** Halifax County Board of Commissioners

**FROM:** Rose Lewis, Aging Program Coordinator, HRM

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

**DATE:** May 7, 2018 Regular Meeting

---

**SUPPORTING INFORMATION:**

1. Halifax County Council on Aging will comply to the guidelines of the MIPPA Grant with the Department of Insurance SHIIP Division to expand Low-Income Subsidy (LIS) outreach within Halifax County.
2. The Halifax County Council on Aging will expand LIS outreach and enrollment in the county by conducting a minimum of four enrollment clinics during the October 2017 through September 2018; clinics will be held at churches, senior community centers and senior housing complexes.
3. Client Counseling Contact and Public Media Outreach forms will be submitted to the SHIIP office in Raleigh or through the SHIP Talk website.

**ATTACHMENTS:**

Description

- ▢ SHIIP Medicare Improvements for Patients and Providers Act (MIPPA) 2018

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**TOTAL COST:**\$3,227.00

**COUNTY COST:**\$0.00

---

**REQUEST:** Request Board of Commissioners' approval of the submission and receipt of funds from the NC Department of Insurance SHIIP Division, SHIIP Grant



**HALIFAX COUNTY  
CONTRACT  
CONTROL SHEET**

**CONTRACT/VENDOR**

NC Department of Insurance SHIP Division

**VENDOR #** \_\_\_\_\_

**PO REQUIRED** \_\_\_\_\_ **PO #** \_\_\_\_\_

**CONTRACT #** \_\_\_\_\_

**Address** 1201 Mail Service Center; Raleigh, NC 27699-1201

**Contact** Josephine Paul, Senior Technical Advisor

**1** **Originals** \_\_\_\_\_ **Copies** \_\_\_\_\_

**Amount \$** 3,227.00

**Revenue** \_\_\_\_\_ **Grant**   x  

**Original Contract sent to Contract Administrator** **Date:** 4/20/2018

**Originating Department/Individual:** HRMT / Aging **Item or Service:** \_\_\_\_\_

**Department Involved:** Aging **Type of Contract:** SHIP MIPPA Grant

**Line Item Budgeted:** 1104589-458918 **Period of Coverage:** 09/29/2017-09/29/2018

**BOARD OF COMMISSIONERS APPROVAL - GRANTS/CONTRACTS**

**Grants** **SHIP MIPPA** **Approved** \_\_\_\_\_ **Set** \_\_\_\_\_ **Verified** \_\_\_\_\_

**Contracts** **Approved** \_\_\_\_\_ **Set** \_\_\_\_\_ **Verified** \_\_\_\_\_

**COUNTY ATTORNEY** **Date Received:** \_\_\_\_\_ **Date Approved:** \_\_\_\_\_

**Approved as to Form:** \_\_\_\_\_ **Approved as to Legal Sufficiency:** \_\_\_\_\_

**Revisions Necessary?** \_\_\_\_\_ **Board Action Necessary?** \_\_\_\_\_

**FINANCE** **Date Received:** \_\_\_\_\_ **Date Audited** \_\_\_\_\_

**Non encumbered contract** Yes \_\_\_\_\_ No \_\_\_\_\_

**ASSISTANT COUNTY MANAGER** **Date Received** \_\_\_\_\_ **Date Approved:** \_\_\_\_\_

**COUNTY MANAGER** **Date Received** \_\_\_\_\_ **Date Approved:** \_\_\_\_\_

**BOARD OF COMMISSIONERS CLERK TO THE BOARD**

**Chairman Signature** \_\_\_\_\_ **Date Received** \_\_\_\_\_ **Date Attested:** \_\_\_\_\_

**CONTRACT ADMINISTRATOR**

**Attorney** \_\_\_\_\_ **Finance** \_\_\_\_\_ **Asst Cty Mgr** \_\_\_\_\_ **Cty Mgr** \_\_\_\_\_ **Clerk** \_\_\_\_\_

**Outside Agency Signatures:** \_\_\_\_\_ **Date Sent :** \_\_\_\_\_ **Date received:** \_\_\_\_\_

**Copies Delivered to Appropriate Departments:** **ORIGINATING** \_\_\_\_\_ **FINANCE** \_\_\_\_\_

**Original to Outside Agency:** (Departments to deliver) **Date:** \_\_\_\_\_

**File County Original / Add to Database:** **Date:** \_\_\_\_\_

**NOTES:**

**PROBLEMS:**

**Corrective Action:**

**Date:** \_\_\_\_\_

**Initial:** \_\_\_\_\_

# CONTRACT CHECKLIST

(attach under the Contract Control Sheet)

- x Orange or Green "Contract Control Sheet" fully completed and attached?
- x Blanks in contract completed?    complete date when signed
- X Parties indentified?
- X What the contractor promises specified with sufficient detail?
- X What County promises - especially money - specified?
- X Term<1yr? If not, then funds budgeted now?
- X Idemnity by County? If so, then "To extent allowed by law ...." inserted?
- X Signed for all parties by persons with authority?
- X Signatories identified by title and employer?
- X Signatories for County lack all conflicts of interest?
- X Signatories include County Attorney, Finance Officer, County Manager and Chairman (if required)?
- X All pages, including signature page, numbered with the name of the contract specified?
- X Attachments (i.e. all documents incorporated by reference, including online documents) attached?
- X Attended most recent contract refresher course

Name of Contract \_\_\_\_ SHIIP MIPPA 2018

Checklist completed by \_\_\_\_\_ Rose Lewis

Date \_\_\_\_ 4/20/2018

STATE OF NORTH CAROLINA  
COUNTY OF WAKE

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

CFDA #	93.071	Cost Center:	Fiscal Year: 2017-2018
Grant Award #	1701NCMISH-01	16001659g7	Award Amount \$ 2,227.00
Grant Award #	14AANCMSHI	16001659	Award Amount \$ 1,000.00
Performance Period:	9/29/2017 – 9/29/2018		Federal Award Date: 9/29/17
Account #	536405	Total Award Amount \$ 3,227.00	

<b>Recipient:</b>	Contract Between	<b>Subrecipient:</b>
State of North Carolina		Name: Halifax County Council on Aging
Department of Insurance		County: Halifax
SHIIP Division		Tax ID/FIN# 56-6001836
		DUNS # 014305957

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

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

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

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

2. **Precedence Among Contract Documents:** In the event of a conflict between or among the terms of the Contract Documents, the terms in the Contract Document with the highest relative precedence shall prevail. The order of precedence shall be the order of documents as listed in Paragraph 1, above, with the first-listed document having the highest precedence and the last-listed document having the lowest precedence. If there are multiple Contract Amendments, the most recent amendment shall have the highest precedence and the oldest amendment shall have the lowest precedence.
3. **Subrecipient's Duties:** The Subrecipient shall provide the services as described in Attachment B with the terms of this Contract and in accordance with the approved budget in Attachment C. The Subrecipient shall maintain and make available all records, papers, vouchers, books, correspondence or other documentation or evidence at reasonable times for review, inspection or audit by duly authorized officials of the Recipient, the North Carolina State Auditor, or applicable federal agencies. Upon termination of contract as a SHIIP



Coordinating Site, any equipment or property less than five (5) years old purchased by Subrecipient with grant funds to perform SHIIP functions shall be returned to the Recipient in good working order. The Subrecipient shall submit to the Recipient all plans, reports, documents or other products that the Recipient may require, in the form specified by the Recipient, including at the least following:

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

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

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

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

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

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

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

**For the Recipient:**

R. Van Braxton, Deputy Commissioner  
SHIIP Division  
1201 Mail Service Center  
Raleigh, NC 27699-1201

Telephone: 919-807-6900

**For the Subrecipient:**

Rose Battle Lewis  
Halifax County Council on Aging  
P.O. Box 646  
Halifax, NC 2783

Telephone: 252-583-1688

10. **Supplementation of Expenditures of Public Funds:** The Subrecipient assures that funds received under this Contract shall be used only to supplement, not to supplant, the total amount of federal, state and local

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

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

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

**Subrecipient:**

BY: \_\_\_\_\_

DATE: \_\_\_\_\_

**Division of SHHP,**

DocuSigned by:  
*Van Braxton*  
BY: 7265E5680E85456  
Van Braxton

DATE: 03/26/2018

BY: \_\_\_\_\_

DATE: \_\_\_\_\_

BY: \_\_\_\_\_

DATE: \_\_\_\_\_

**Contract is not executed until last signature is obtained.**

Reviewed by:

DS  
*KR*

Controller's Office Review:

## Attachment A General Terms and Conditions

### DEFINITIONS

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

- (1) "Recipient" (as used in the context of the definitions below) shall mean and include every public office, public officer or official (State or local, elected or appointed), institution, board, commission, bureau, council, department, authority or other unit of government of the State or of any county, unit, special district or other political subagency of government. For other purposes in this Contract, "Recipient" shall mean the entity identified as one of the parties hereto.
- (2) "Audit" means an examination of records or financial accounts to verify their accuracy.
- (3) "Certification of Compliance" means a report provided by the Recipient to the Office of the State Auditor that states that the Subrecipient has met the reporting requirements established by this Subchapter and included a statement of certification by the Recipient and copies of the submitted Subrecipient reporting package.
- (4) "Compliance Supplement" refers to the North Carolina State Compliance Supplement, maintained by the State and Local Government Finance Agency within the North Carolina Department of State Treasurer that has been developed in cooperation with agencies to assist the local auditor in identifying program compliance requirements and audit procedures for testing those requirements.
- (5) "Contract" means a legal instrument that is used to reflect a relationship between the Recipient, Subrecipient, and subgrantee.
- (6) "Fiscal Year" means the annual operating year of the non-State entity.
- (7) "Financial Assistance" means assistance that non-State entities receive or administer in the form of grants, loans, loan guarantees, property (including donated surplus property), cooperative agreements, interest subsidies, insurance, food commodities, direct appropriations, and other assistance. Financial assistance does not include amounts received as reimbursement for services rendered to

individuals for Medicare and Medicaid patient services.

- (8) "Financial Statement" means a report providing financial statistics relative to a given part of an organization's operations or status.
- (9) "Grant" means financial assistance provided by an Recipient, Subrecipient, or subgrantee to carry out activities whereby the grantor anticipates no programmatic involvement with the Subrecipient or subgrantee during the performance of the grant.
- (10) "Subrecipient" has the meaning in NCGS 143C-6-23(a)(2): a non-State entity that receives a grant of State funds from a State agency, department, or institution but does not include any non-State entity subject to the audit and other reporting requirements of the Local Government Commission. For other purposes in this Contract, "Subrecipient" shall mean the entity identified as one of the parties hereto.
- (11) "Grantor" means an entity that provides resources, generally financial, to another entity in order to achieve a specified goal or objective.
- (12) "Non-State Entity" has the meaning in NCGS 143C-1-1(d)(18): Any of the following that is not a State agency: An individual, a firm, a partnership, an association, a county, a corporation, or any other organization acting as a unit. The term includes a unit of local government and public authority.
- (13) "Public Authority" has the meaning in NCGS 143C-1-1(d)(22): A municipal corporation that is not a unit of local government or a local governmental authority, board, commission, council, or agency that (i) is not a municipal corporation and (ii) operates on an area, regional, or multiunit basis, and the budgeting and accounting systems of which are not fully a part of the budgeting and accounting systems of a unit of local government.
- (14) "Single Audit" means an audit that includes an examination of an organization's financial statements, internal controls, and compliance with the requirements of Federal or State awards.
- (15) "Special Appropriation" means a legislative act authorizing the expenditure of a designated amount of public funds for a specific purpose.
- (16) "State Funds" means any funds appropriated by the North Carolina General Assembly or

collected by the State of North Carolina. State funds include federal financial assistance received by the State and transferred or disbursed to non-State entities. Both Federal and State funds maintain their identity as they are subgranted to other organizations. Pursuant to NCGS 143C-6-23(a)(1), the terms "State grant funds" and "State grants" do not include any payment made by the Medicaid program, the State Health Plan for Teachers and State Employees, or other similar medical programs.

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

### **Relationships of the Parties**

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

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

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

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

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

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

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

### **Indemnity**

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

### **Default and Termination**

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

**Termination Without Cause:** The Recipient may terminate this contract without cause by giving 60 days

written notice to the Contractor. In that event, all finished or unfinished deliverable items prepared by the Contractor under this contract shall, at the option of the Recipient, become its property and the Contractor shall be entitled to receive just and equitable compensation for any satisfactory work completed on such materials, minus any payment or compensation previously made.

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

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

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

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

**Survival of Promises:** All promises, requirements, terms, conditions, provisions, representations, guarantees, and warranties contained herein shall survive

the contract expiration or termination date unless specifically provided otherwise herein, or unless superseded by applicable federal or state statutes of limitation.

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

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

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

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

### **Intellectual Property Rights**

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

## **Compliance with Applicable Laws**

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

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

## **Confidentiality**

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

## **Oversight**

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

**Record Retention:** Records shall not be destroyed, purged or disposed of without the express written consent of the Recipient. State basic records retention policy requires all grant records to be retained for a minimum of five years or until all audit exceptions have been resolved, whichever is longer. If the contract is subject to federal policy and regulations, record retention may be longer than five years since records must be retained for a period of three years following submission of the final Federal Financial Status Report, if applicable, or three years following the submission of a revised final Federal Financial Status Report. Also, if any litigation, claim, negotiation, audit, disallowance action, or other action involving this Contract has been started before expiration of the five-year retention period described above, the records must be retained until completion of the action and resolution of all issues

which arise from it, or until the end of the regular five-year period described above, whichever is later.

## **Miscellaneous**

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

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

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

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

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

**Key Personnel:** The Contractor shall not replace any of the key personnel assigned to the performance of this contract without the prior written approval of the Recipient. The term "key personnel" includes any and all persons identified as such in the contract documents and any other persons subsequently identified as key personnel by the written agreement of the parties.

**Care of Property:** The Subrecipient agrees that it shall be responsible for the proper custody and care of any property furnished to it for use in connection with the performance of this Contract and will reimburse the

Recipient for loss of, or damage to, such property. At the termination of this Contract, the Subrecipient shall contact the Recipient for instructions as to the disposition of such property and shall comply with these instructions.

**Travel Expenses:** Reimbursement to the Subrecipient for travel mileage, meals, lodging and other travel expenses incurred in the performance of this Contract shall be reasonable and supported by documentation. State rates should be used as guidelines. International travel shall not be reimbursed under this Contract.

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

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



## Attachment B

For the period 9/29/2017 – 9/29/2018

### Statement of Work

**Subrecipient:** Halifax County Council on Aging

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

1. Expand Low Income Subsidy (LIS) outreach and enrollment in the county by conducting a minimum of four enrollment clinics during the period 10/1/2017 through 9/29/2018; clinics are to be held in non-traditional locations, i.e., library, church, senior housing complex, etc.;
2. Display Monthly Prevention and Wellness Campaign Posters in your respective agency and at SHIIP outreach events during the reporting period, i.e., health fairs, awareness events, etc.;
3. Submit Client Counseling Contact and Public & Media Outreach (NPR) forms in a timely manner through the SHIPTalk website;
4. Work with the Area Agency on Aging in your area to conduct outreach events in the county.
5. \$1,000 must be used to upgrade your technology within your local SHIIP office(s) to be used for SHIIP counseling and activities. Approved items include but not limited: new computer(s), monitor(s), internet service, tablet(s), printer(s), etc.

Subrecipient Response to Scope of Work:

Halifax County Council on Aging will expand Low-Income Subsidy (LIS) outreach and enrollment in the county by conducting a minimum of four enrollment clinics during the period of 10/01/2017 - 9/29/2018. Halifax County Council on Aging will conduct outreach at local libraries, faith based communities, senior living complexes, support groups, senior centers, health care facilities, and dialysis centers.

Monthly Prevention and Wellness Campaign posters will be displayed in the Council on Aging office and distributed to the following sites for display: Jo Story Senior Center, Scotland Neck Senior Center, Hobgood Community Center, Rural Health Groups, and senior housing communities. During one on one counseling sessions and outreach events, prevention information will be distributed.

Halifax County Council on Aging will submit Client Counseling contact forms and Public and Media outreach forms in a timely manner through the SHIPtalk website.

Halifax County Council on Aging works with the Upper Coastal Plain Council of Governments Area Agency on Aging on a consistent basis. Halifax County Council on Aging will coordinate outreach events in the county in collaboration with the Senior Medicare Patrol Coordinator from Upper Coastal Plain AAA.

Halifax County Council on Aging will utilize the \$1,000 slated for technology upgrade to purchase equipment, BrightSign HD223 to connect to a monitor that displays Medicare information including Low-Income Subsidy and Medicare Savings Plan, Medicare events, and Medicare news. Technology monies will also be used for purchase portable internet access to use while conducting outreach. Immediate internet access will allow capability to submit online LIS applications away from the office thus reaching more Medicare beneficiaries where they are.

## Attachment C

For the period 9/29/2017 – 9/29/2018

### Line Item Budget and Budget Narrative

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

All budgets must be approved by the Recipient.

**Subrecipient Name:** Halifax County Council on Aging **Award Amount:** \$ 3,227.00

All fields must be completed.

Zero is an acceptable answer.

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

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

Budget	Amount
Contractual	
Construction	
Supplies	1000
Equipment	1000
Other	903
Travel	0
Personnel	300.00
Fringe	24.00
<b>Total</b>	<b>3,227.00</b>

Written description of planned expenditures:

One thousand dollars will be used to order supplies for LIS Outreach, such as pens, paper, and brochures to distribute to local agencies, Department of Social Services, and senior communities, etc.

One thousand dollars will be used for purchase of a BrightSign module to display Medicare Low Income Subsidy and Medicare Savings Plan information. Also, funds will be spent on portable internet connection for usage while conducting outreach.

Nine hundred and three dollars will be used on other supply purchases associated with LIS outreach.

Three hundred dollars will be used to assist with the hours spent within LIS outreach.

Twenty four dollars will be used for fringes, Medicare and Social Security.

Thus brings a total of three thousand two hundred twenty seven dollars.

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

**1. Drug-Free Work-Place**

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

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

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

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

## **2. Lobbying**

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

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

(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, any officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant, loan or cooperative agreement;

(b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities," in accordance with its instructions:

(c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, contracts and contracts under grants, loans and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

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

## **3. Debarment, Suspension and Other Responsibility Matters**

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

### **(a) Primary Covered Transactions**

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

(1) are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any Federal department or agency;

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

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

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

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

**(b) Lower Tier Covered Transactions**

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

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

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

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

<b>Signature of Authorized Certifying Official</b>	<b>Title</b>
<b>Subrecipient Name</b>  Halifax County Council on Aging	<b>Date Submitted</b>

Attachment E

CERTIFICATION OF ELIGIBILITY

Under the Iran Divestment Act

Pursuant to G.S. 147-86.59, any person identified as engaging in investment activities in Iran, determined by appearing on the Final Divestment List created by the State Treasurer pursuant to G.S. 147-86.58, is ineligible to contract with the State of North Carolina or any political subdivision of the State. The Iran Divestment Act of 2015, G.S. 147-86.55 et seq.\* requires that each vendor, prior to contracting with the State certify, and the undersigned on behalf of the Vendor does hereby certify, to the following:

1. that the vendor is not identified on the Final Divestment List of entities that the State Treasurer has determined engages in investment activities in Iran;
2. that the vendor shall not utilize on any contract with the State agency any subcontractor that is identified on the Final Divestment List; and
3. that the undersigned is authorized by the Vendor to make this Certification.

Vendor: Halifax County Council on Aging

By: \_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Printed Name Title

The State Treasurer's Final Divestment List can be found on the State Treasurer's website at the address:  
<https://www.nctreasurer.com/inside-the-department/OpenGovernment/Pages/Iran-Divestment-Act-Resources.aspx>  
and will be updated every 180 days. For questions about the Department of State Treasurer's Iran Divestment Policy, please contact Meryl Murtagh at [Meryl.Murtagh@nctreasurer.com](mailto:Meryl.Murtagh@nctreasurer.com) or (919) 814-3852.

\* Note: Enacted by Session Law 2015-118 as G.S. 143C-55 et seq., but has been renumbered for codification at the direction of the Revisor of Statutes.

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

Please do not type in this box as it will restart the entire process. Please contact  
Kathy Moger or Kevin Robertson at 919-807-6900 if any changes are needed. Thank you.



CONTRACT SIGNATURE PAGE

CONTRACTOR: NC Department of Insurance SHIIP Division

COUNTY DEPARTMENT: Halifax County Council on Aging / Human Resource Management

SUBJECT OF CONTRACT: SHIIP MIPPA Grant

DATE/TERM OF CONTRACT: 9/29/17-9/29/18

HALIFAX COUNTY

By: \_\_\_\_\_  
Tony N. Brown, County Manager

Date: \_\_\_\_\_

This instrument has been preaudited in the Manner  
Required by the Local Government and  
Fiscal Control Act

Approved as to Form and Legality

\_\_\_\_\_  
Finance Officer

\_\_\_\_\_  
County Attorney

Date: \_\_\_\_\_

Date: \_\_\_\_\_



**AGENDA**  
**Halifax County Board of Commissioners**  
**Regular Meeting**

**TO:** Halifax County Board of Commissioners

**FROM:** Christina Wells, Lake Gaston Regional Chamber of Commerce President/CEO

**PRESENTER:** Christina Wells, Lake Gaston Regional Chamber of Commerce President/CEO

**SUBJECT:** Lake Gaston Regional Chamber of Commerce 50th Anniversary Proclamation

**DATE:** May 7, 2018 Regular Meeting

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**SUPPORTING INFORMATION:**

Attached, please find the Lake Gaston Regional Chamber of Commerce 50th Anniversary Proclamation for your review.

**ATTACHMENTS:**

Description

- ▯ Lake Gaston Regional Chamber of Commerce 50th Anniversary Proclamation

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**TOTAL COST:**

**COUNTY COST:**

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**REQUEST:** Approve the Lake Gaston Regional Chamber of Commerce 50th Anniversary Proclamation.



**PROCLAMATION  
LAKE GASTON REGIONAL CHAMBER OF COMMERCE  
50<sup>TH</sup> ANNIVERSARY**

**WHEREAS**, this year marks the 50<sup>th</sup> Anniversary of the Lake Gaston Regional Chamber of Commerce;  
and

**WHEREAS**, the mission of the Lake Gaston Regional Chamber of Commerce showed amazing forethought just five years after the formation of Lake Gaston of the vast tourism and economic impact of the lake to the surrounding counties; and

**WHEREAS**, the Lake Gaston Regional Chamber of Commerce has worked diligently toward its mission “to promote and advance the industrial, commercial, civic, and general business interest in the Lake Gaston area and in the surrounding counties and towns by advertising, engaging in promotional activities and doing any and all other things that tend to promote trade and commerce in the Lake Gaston area of North Carolina and Virginia” for the past 50 years and shall continue to do so; and

**WHEREAS**, the Lake Gaston Regional Chamber of Commerce works with businesses, merchants, industry, civic organizations, government entities, and citizens to improve the overall quality of life and the economy of the five counties surrounding Lake Gaston to include Brunswick and Mecklenburg, Virginia, and Halifax, Northampton, and Warren, North Carolina; and

**WHEREAS**, the Lake Gaston Regional Chamber of Commerce is supported by the financial and volunteer resources of businesses both located within and that serve the Lake Gaston region; and

**WHEREAS**, the Lake Gaston Regional Chamber of Commerce works to promote the region’s business community, as well as Lake Gaston’s reputation as a quality area to relocate or retire and its appeal as a popular tourism destination and site for vacation home investment.

**NOW, THEREFORE, BE IT RESOLVED**, that the Halifax County Commissioners do hereby congratulate the Lake Gaston Regional Chamber of Commerce on its 50<sup>th</sup> Anniversary and recognize the chamber’s impact upon not only its membership but also the entire county and region.

**BE IT FURTHER RESOLVED**, that the Halifax County Commissioners join the citizens of this county in appreciation and celebration of the Lake Gaston Regional Chamber of Commerce 50<sup>th</sup> Anniversary, as the Chamber enters its future with dedication to both Halifax County’s business community, as well as to its citizens, second homeowners, and visitors and orders that a copy of this proclamation be spread upon the minutes of the Halifax County Board of Commissioners this 7<sup>th</sup> day of May 2018.

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Vernon J. Bryant, Chairman  
Halifax Board of Commissioners

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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:** Moira J. Underwood, Lake Gaston Association

**PRESENTER:** Moira J. Underwood, Lake Gaston Association

**SUBJECT:** 2018 Lake Gaston Clean-Up Day Resolution

**DATE:** May 7, 2018 Regular Meeting

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**SUPPORTING INFORMATION:**

Attached, please find the 2018 Lake Gaston Clean-Up Day Resolution for your review.

**ATTACHMENTS:**

Description

- ▢ 2018 Lake Gaston Clean-Up Day Resolution

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**TOTAL COST:**

**COUNTY COST:**

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**REQUEST:** Adopt the 2018 Lake Gaston Clean-Up Day Resolution.



**RESOLUTION  
IN SUPPORT OF TAKE PRIDE IN  
LAKE GASTON CLEAN-UP DAY 2018**

**WHEREAS**, there is a need to improve the appearance of Lake Gaston by removing litter and debris that create eyesores and harm the environment; and

**WHEREAS**, a clean Lake Gaston environment positively impacts water safety, economic development, travel, tourism, and quality of life; and

**WHEREAS**, the Lake Gaston Association is sponsoring Take Pride in Lake Gaston clean-up of the lake on June 2, 2018 in an effort to educate citizens on the harmful effects of litter; and

**WHEREAS**, there is a need for citizen participation in maintaining the beauty of our county; and

**WHEREAS**, it is in the interest of Halifax County to support our volunteers in efforts to improve the appearance of the county.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Commissioners of Halifax County, North Carolina, that it endorses and supports the Take Pride in Lake Gaston Clean-up Day 2018 initiative.

Adopted this the 7<sup>th</sup> day of May, 2018.

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Vernon J. Bryant, Chairman  
Halifax County Board of Commissioners

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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:** Tony N. Brown, County Manager

**PRESENTER:** County Commissioners

**SUBJECT:** 2018 Halifax County Legislative Meeting

**DATE:** May 7, 2018 Regular Meeting

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**SUPPORTING INFORMATION:**

The Halifax County Board of Commissioners will meet with its legislators to receive feedback on the North Carolina Association of County Commissioners goals for the legislative short session. Attached, please find the 2018 Halifax County Legislative Meeting documents.

**ATTACHMENTS:**

Description

▢ 2018 Legislative Meeting Documents

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**TOTAL COST:**

**COUNTY COST:**

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**REQUEST:**



**TO:** Chairman, Board of County Commissioners  
County Manager  
Clerk to the Board of County Commissioners

**FROM:** Kevin Leonard, NCACC Executive Director

**SUBJECT:** 2018 Legislative Meeting Toolkit

**DATE:** March 14, 2018

On February 7<sup>th</sup>, NCACC's board of directors approved five goals to prioritize during the upcoming legislative short session that begins May 16. As we strategize, we are reminded that YOU are our best advocates with the General Assembly as we work together to lay the groundwork for advancing and addressing key county issues. *We ask each county to schedule a meeting with your legislative delegation in the coming months.*

Please use this opportunity to discuss county concerns and gather feedback from your legislators.

Enclosed is a "Legislative Meeting Toolkit" to help you conduct productive advocacy meetings with your legislators:

- **Instructions for Meeting Facilitator** to help the facilitator conduct the meeting with legislators.
- **A Legislative Feedback Form** for recording notes from meeting with your delegation. Please share your notes with NCACC staff. You may bring the completed form to the April NCACC District Meeting or share via e-mail once you have met with your delegation.
- **"Thank You" cards** to send to your legislators after your meeting.
- **A Series of Legislative Briefs** to give you more background for discussion of some key county issues, including school capital funding, local revenue options, and broadband access.
- **2018 Legislative Goals Booklets** for county commissioners and staff outlining the short session goals, NCACC advocacy contacts and all goals adopted by the NCACC membership for the 2017-2018 biennium.
- **Palm Cards** for legislators outlining NCACC's goals for the 2018 short session, as well as our priority school capital goal and related key points. *Please give one to each of your legislators.*

To access electronic versions of all enclosed materials, visit [www.ncacc.org/legislativemeetings](http://www.ncacc.org/legislativemeetings).

We look forward to hearing about your legislative discussion. If you have any questions, please contact NCACC Government Relations Coordinator, Amber Harris at (919) 715-7654 or [amber.harris@ncacc.org](mailto:amber.harris@ncacc.org). Thank you for all you do on behalf of North Carolina counties!





## **Legislative Meeting Toolkit**

### **Instructions for Meeting Facilitator:**

- Review the enclosed materials and share them with your Board.
- Establish a preferred date, time and location for the discussion with your legislators.
- Invite your legislative delegation to a meeting to discuss your legislative goals. At the meeting with your legislators, recognize each of them by name, thank them for attending, and invite any guests in the room to introduce themselves.
- Note that the purpose of the meeting is to help legislators understand the NCACC goals and other issues for consideration in the legislative session, and to receive their input and guidance for advancing and addressing these key county issues.
- Discuss each goal and issue. Ask each legislator to share thoughts on recommended approaches.
- Designate someone to complete the enclosed Legislative Feedback Form. Include suggestions, concerns, and any issues that might need follow-up by NCACC staff.
- Share your feedback with NCACC staff; either by having a designated commissioner report on your meeting at the April NCACC district meeting your board plans to attend; or by e-mailing your form to Government Relations Coordinator, Amber Harris at [amber.harris@ncacc.org](mailto:amber.harris@ncacc.org).

If you have any questions or need further support for this project, please do not hesitate to contact Amber at (919)-715-7654 or [amber.harris@ncacc.org](mailto:amber.harris@ncacc.org).







## NCACC Legislative Brief

**2018 Priority Goal:** 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 is consistent from county to county and sufficient to meet the school facility needs of all 100 counties.

**Talking Points:**

- While counties and the state have distinct responsibilities to build and operate schools, we have always partnered to share these responsibilities. Counties contribute significantly to school operations while the state has provided financing and direct funding for school capital.
- When the NC Education Lottery was enacted in 2005, 40% of the annual net proceeds were directed to the Public School Building Capital Fund to replace bonds and financing with a sustainable source of revenue to help counties address these needs.
- Since 2010, the General Assembly has provided limited lottery funds for school construction which have only recently been expanded from \$100 million flat in previous years to \$130 million this year and \$ 175 million next year. This is still below the 40% that was promised to counties with passage of the lottery.

**Requested Action:** Pass H866/S542 bonds for school capital and H333 local sales tax flexibility for education.

**Background and Goal Status:** The statutory provisions for school funding divide the responsibility between state and county governments. Over time, the partnership and responsibilities have become blurred, with the state providing some capital funds and counties supplementing operating expenses.

From 1949 until 1996, the state passed bonds to fund school capital. The state also established the Public School Capital Fund and the Critical School Facility Needs Fund in 1987. They were funded through corporate income taxes, state sales tax and withholding tax. The funds were eventually eliminated.

When the North Carolina Education lottery passed, counties received 40% of the lottery proceeds, which were dedicated to education for their school construction needs.

(over)

The lottery was lauded as a solution to school capital funding because it was a consistent, stable, constantly growing revenue source.

However, in 2011, the General Assembly eliminated the 40% standard and replaced it with an annual appropriation that was a flat \$100 million until 2017 when it was increased to \$130 million in total and will grow to \$175 million next year. This represents around 20% of lottery proceeds in 2017. The final budget allocated \$100 million from lottery proceeds to the Public School Building Capital Fund and adds \$30 million in FY 2018 and \$75 million in FY 2019 to a newly-created Needs-Based Public School Capital Fund. Legislation authorizing expansion of local option sales taxes and a statewide bond referendum did not pass but is eligible for short session.

NCACC remains committed to this three pronged approach (increased lottery funding; a bond; local option sales tax) to meet county school capital needs.

***For more information on this issue, please contact: Johanna Reese at [johanna.reese@ncacc.org](mailto:johanna.reese@ncacc.org) or 919-715-8044***



## NCACC Legislative Brief

**2018 Goal:** Seek legislation to repeal the statutory authority under NC G.S. 115C-431(c) that allows local school boards to file suit against a county board of commissioners over county appropriations for education.

### **Talking Points:**

- N.C. Gen. Stat. 115C-431(c) expressly authorizes school boards to sue counties over “sufficiency” of current expense or capital funding levels, leaving courts and juries to determine sufficiency.
- This statutory authorization inherently creates an adversarial relationship between the school boards and the boards of county commissioners and has cost taxpayers millions of dollars in legal fees and litigation expenses.
- In 2016, the General Assembly passed legislation directing legislative staff in the Program Evaluation Division to conduct a study of the current process. That study is complete.

**Requested Action:** Repeal the statutory provision that expressly authorizes school boards to sue county commissioners over local education appropriations and implement an alternate process such as the one recommended by the PED report.

**Background and Goal Status:** A local school board is required to submit its budget request to the board of county commissioners. If a dispute arises over the amount appropriated, N.C.G.S. 115C-431 governs the process for resolving that dispute and permits school boards to sue boards of commissioners. School boards are not expressly permitted to sue the state or federal government for lack of adequate funding, and no other entity is specifically granted this power to sue a taxing authority over funding sufficiency.

An alternate means of resolving these disputes is necessary to foster more collaborative relationships between the two boards and to safeguard against the needless expenditure of taxpayer dollars to fund litigation and legal expenses.

S531/H305 School Boards Can’t Sue Counties amended the statute that establishes the dispute resolution process for boards of county commissioners and boards of education. S531 passed the Senate with bipartisan support but was not heard in the House and is eligible for short session.

The NCGA’s Program Evaluation Division completed a study and report on the issue. The study recommends limiting school boards ability to sue and establishes a funding mechanism in the event that the dispute resolution process is not successful. NCACC supports legislation that would implement a process similar to that in the PED report.

***For more information on this issue, please contact: Johanna Reese, 919-715-8044, [johanna.reese@ncacc.org](mailto:johanna.reese@ncacc.org)***



## NCACC Legislative Brief

**2018 Goal:** 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.

### **Talking Points:**

- Counties have the authority to enact sales taxes through five statutory Articles. Some of these sales taxes are earmarked for specific purposes such as the Article 43 ¼ cent for public transit (½ cent for six counties)
- Counties are not requesting an increase in the overall statutory cap, just the flexibility to use funds to address local needs within the existing five Articles
- Counties need a stable and consistent revenue source to provide effective, efficient services.

**Requested Action:** Pass H333 or similar legislation to expand flexibility for counties to use Article 43 and Article 46 sales taxes for educational and general purposes.

**Background and Goal Status:** Through five laws addressing county sales tax authority, 94 counties have the authority to raise up to 2.5 cents of sales tax while six have the authority to raise up to 2.75 cents. Some of the revenues from these Articles are earmarked for specific uses such as public transit funding. Four counties have approved the Article 43 transit tax, while 31 counties have approved the Article 46 tax for general purposes.

County boards are the closest level of government to the people of North Carolina, and counties are in the best position to understand and respond to local needs. As such, counties should have more flexibility to use local revenues to address local challenges whether they are infrastructure, education, economic development or other needs.

Three bills (H437, S166 and H333) were all aimed at expanding local revenue flexibility, including using revenue now earmarked for public transit for education, without raising the overall cap on sales taxes. H333 passed the House, but the Senate was unwilling to consider any of the bills. All are eligible for short session.

***For more information on this issue, please contact: Hugh Johnson, (919) 715-7659, [hugh.johnson@ncacc.org](mailto:hugh.johnson@ncacc.org).***



## NCACC Legislative Brief

**2018 Goal:** Seek legislation, funding, and other efforts to expand digital infrastructure/broadband capability to the un-served and under-served areas of the state.

### **Talking Points:**

- As technology plays a larger role in the classroom, county-supported broadband infrastructure in partnership with the private sector can help connect students in the classroom and at home. This ensures critical learning and networking opportunities are not missed for students without internet connectivity to the home.
- High speed Internet access is essential to economic development, and allowing counties to deploy broadband infrastructure and services will help attract, retain and grow commerce.

**Requested Action:** Pass H390/S208 to support broadband access for residents, and businesses through policies and funding that allow counties to invest in digital infrastructure.

**Background:** Across the state, county leaders are hearing about the "homework gap." While students have access to the internet at school, many do not have internet in the home and therefore are disadvantaged when studying, completing homework, and applying to college. This gap will grow as the state's funding for classroom books shifts to digital textbooks. High speed internet access is also crucial for job searches, online business development, and access to health care in rural areas.

Counties currently have limited authority to provide grants to encourage broadband access for economic development, but counties need additional tools to help enhance internet connectivity using public-private partnerships. House Bill 390 and Senate Bill 208 (Counties/Internet Infrastructure) would give counties the authority to build out internet infrastructure to expand access in partnership with private internet service providers.

The *North Carolina Broadband Plan* commissioned by the General Assembly in 2015 recommends ways to lower cost barriers by clarifying county ability to invest in grants and infrastructure, and lease digital infrastructure to the private sector. Amending the law in two places could leverage county assets to partner with private internet service providers and help lower barriers to access and adoption. The first change would allow counties to own certain digital assets and lease them to the private sector. The second change would expand the types of funding sources counties can use to provide grants to increase access for economic development under existing law.

***For more information on this issue please contact Hugh Johnson at (919) 715-7659 or [hugh.johnson@ncacc.org](mailto:hugh.johnson@ncacc.org)***



## NCACC Legislative Brief

**2018 Goal:** Support legislation providing flexibility to align K-12 and community college calendar.

**Talking Points:**

- Currently, community college classes start in early August while public schools begin in late August.
- Both systems and the families involved would benefit if the systems were allowed to coordinate their school year calendars to best meet their needs.
- Flexibility would allow for more effective use of continuing technical education resources, allow public school students to take community college courses during their normal school day, and improve efficiencies combining community college students, early college students, and high school students for instruction.

**Requested Action:** Pass H375 to allow LEA's the flexibility to align local K-12 school calendars with community college calendars.

**Background and Goals Status:**

School calendar flexibility has been an NCACC legislative goal for some time. The issue is gaining urgency as more communities develop stronger partnerships between K-12 schools and community colleges in the form of Early College and other career readiness programs. Providing more flexibility to LEA's to determine school calendars would increase student participation and buy-in in these programs.

One statewide bill, H375, granting local boards of education the ability to align school start dates with that of a community college serving the county, passed the House but saw no action in the Senate. Legislation establishing a pilot program authorizing school calendar flexibility for 20 school districts, H389, also was passed by the House and included in the House budget. The Senate took no action on H389 and the final budget did not include the language. Both H375 and H389 remain eligible for consideration in 2018. Additionally, dozens of local bills granting local calendar flexibility were introduced during the 2017 session, but none saw action by the General Assembly.

***For more information on this issue, please contact: Adam Pridemore at [adam.pridemore@ncacc.org](mailto:adam.pridemore@ncacc.org) or 919-715-7665***





## 2018 Legislative Feedback Form

Please use this form to record your discussion with your legislators regarding the NCACC short session priorities. Be as specific as possible in your notes. Your feedback will be used to guide NCACC staff as we work with legislators to promote county interests.

**PE-1: 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 is consistent from county to county and sufficient to meet the school facility needs of all 100 counties.**

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**PE-2: Seek legislation to repeal the statutory authority under N.C. Gen. Stat. 115C-431(c) that allows a local school board to file suit against a county board of commissioners over county appropriations for education.**

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**TF-1: 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.**

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**GG-3: Seek legislation, funding, and other efforts to expand digital infrastructure/broadband capability to the un-served and under-served areas of the state.**

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**PE-4: Support legislation providing flexibility to align K-12 and community college calendar.**

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**AGENDA**  
**Halifax County Board of Commissioners**  
**Regular Meeting**

**TO:** Halifax County Board of Commissioners

**FROM:** Gregory A. Richardson, North Carolina Commission of Indian Affairs, Executive Director

**PRESENTER:** Gregory A. Richardson, North Carolina Commission of Indian Affairs, Executive Director

**SUBJECT:** North Carolina Commission of Indian Affairs Presentation

**DATE:** May 7, 2018 Regular Meeting

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**SUPPORTING INFORMATION:**

Gregory A. Richardson, North Carolina Commission of Indian Affairs Executive Director, will provide a brief PowerPoint presentation regarding the Haliwa-Saponi Indian Tribe and other North Carolina Indians. Attached, please find the letter of request.

**ATTACHMENTS:**

Description

▣ Letter of Request

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**TOTAL COST:**

**COUNTY COST:**

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**REQUEST:**





North Carolina  
Department of Administration  
Commission of Indian Affairs

Machelle Sanders  
*Secretary*

Gregory A. Richardson  
*Executive Director*

April 4, 2017

Vernon Bryant, Chairman  
Halifax County Board of Commissioners  
County of Halifax  
0 North King Street  
Post Office Box 38  
Halifax, North Carolina 27839

Dear Chairman Bryant:

The purpose of this correspondence is to thank you for allowing Dr. Ogletree Richardson, Chief of the Haliwa-Saponi Indian Tribe and me to speak during your May 7, 2018, Board of Commissioners Meeting.

As previously discussed, our presentation before the Halifax County Board of Commissioners will be designed to brief the Commissioners about the Haliwa-Saponi Indian tribe and other North Carolina Indians. As you know, the Haliwa-Saponi Indian Tribe is the third largest Indian tribe in the state of North Carolina, and the Tribe is, and has historically been, very proactive in Indian Education and Economic Development in the Tribal community. The Tribe also impacts travel and tourism in Halifax County because of its annual tribal Pow-Wow which is held in April of each year. Chief Richardson will provide a brief overview of Tribal operations and its impact on travel and tourism.

Additionally, the NC Commission of Indian Affairs, which is housed in the NC Department of Administration in Raleigh, North Carolina, is the largest state Indian Commission in the United States, and the Commission administers several programs that provide services in Halifax County. Therefore, my presentation will provide a brief overview of the services and programs available to residents of Halifax County and the economic impact of these services, etc.

Thank you again for the opportunity to be on your meeting agenda, and Chief Richardson and I look forward to attending your May 7<sup>th</sup> Halifax County Board of Commissioners meeting.

Sincerely,

A blue ink signature of Gregory A. Richardson, written in a cursive style.

Gregory A. Richardson  
Executive Director  
NC Commission of Indian Affairs

Cc Chief Ogletree Richardson



**AGENDA**  
**Halifax County Board of Commissioners**  
**Regular Meeting**

**TO:** Halifax County Board of Commissioners

**FROM:** Marcelle O. Smith, Juvenile Crime Prevention Council Chairman

**PRESENTER:** Marcelle O. Smith, Juvenile Crime Prevention Council Chairman

**SUBJECT:** 2018 - 2019 Juvenile Crime Prevention Council Funding Plan

**DATE:** May 7, 2018 Regular Meeting

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**SUPPORTING INFORMATION:**

Commissioner Smith will present the 2018 - 2019 Juvenile Crime Prevention Council Funding Plan.

**ATTACHMENTS:**

Description

- ▢ 2018 -2019 Juvenile Crime Prevention Council Funding Plan

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**TOTAL COST:**

**COUNTY COST:**

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**REQUEST:** Approve the 2018 - 2019 Juvenile Crime Prevention Council Funding Plan.



## **North Carolina Department of Public Safety**

### **Adult Correction and Juvenile Justice - District 6**

Roy Cooper, Governor  
Erik A. Hooks, Secretary

Reuben F. Young, Interim Chief Deputy Secretary  
Sonynia Leonard, Chief Court Counselor

#### **MEMORANDUM**

**DATE:** April 9, 2018  
**TO:** Andrea Wiggins, Clerk to the Board  
**FROM:** Marcelle Smith, Halifax County JCPC Board Chair  
**RE:** Annual Funding Plan Presentation

I, on behalf of the Halifax County Juvenile Crime Prevention Council, am requesting an opportunity to present the 2018-2019 annual funding plan at the May 7, 2018 regular meeting of the County Commissioners.

I will forward to you a summation of funded programs and their amounts by April 20, 2018.

If there are any additional questions, feel free to contact me at 583-5371.

# HALIFAX County

## NC DPS - Community Programs - County Funding Plan

Available Funds: \$ \$207,002 Local Match: \$ \$21,200 Rate: 10%

DPS JCPC funds must be committed with a Program Agreement submitted in NC Atlas and electronically signed by authorized officials.

#	Program Provider	DPS JCPC Funding	LOCAL FUNDING			OTHER State/Federal	OTHER Funds	Total	
			County Cash Match	Local Cash Match	Local In-Kind				
1	OPERATION RESTART	\$160,002			\$16,000			\$176,002	
2	METHODIST HOME FOR CHILDREN - THERAPEUTIC FOSTER CARE	\$27,000			\$2,700			\$29,700	
3	RESOLVE IT TOGETHER	\$18,000			\$2,500			\$20,500	
4	ADMINISTRATIVE	\$2,000						\$2,000	
5									
6									
7									
8									
9									
10									
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15									
16									
17									
18									
19									
20									
21									
22									
TOTALS:		\$207,002			\$21,200			\$228,202	

The above plan was derived through a planning process by the HALIFAX County  
Juvenile Crime Prevention Council and represents the County's Plan for use of these funds in FY 2018-2019.

Amount of Unallocated Funds \_\_\_\_\_

Amount of funds reverted back to DPS \_\_\_\_\_

Discretionary Funds added \_\_\_\_\_


check type ☐ initial plan ☐ update ☐ final

-----DPS Use Only-----

Reviewed by \_\_\_\_\_ Area Consultant \_\_\_\_\_ Date \_\_\_\_\_

Reviewed by \_\_\_\_\_ Program Assistant \_\_\_\_\_ Date \_\_\_\_\_

Verified by \_\_\_\_\_ Designated State Office Staff \_\_\_\_\_ Date \_\_\_\_\_

 4/17/18  
Chairperson, Juvenile Crime Prevention Council (Date)

\_\_\_\_\_  
Chairperson, Board of County Commissioners (Date)  
or County Finance Officer

# **HALIFAX COUNTY JUVENILE CRIME PREVENTION COUNCIL**

## **EXECUTIVE SUMMARY**

### **2018 - 2019**

The Halifax County Juvenile Crime Prevention Council (JCPC), in fulfillment of the duties and responsibilities as set forth in the General Statutes of the State of North Carolina, as completed the activities required to develop this County Plan for FY 2019 through FY 2020.

The JCPC has identified the issues and factors which have an influence and impact upon delinquent youth, at-risk youth, and their families in Halifax County. Further, the JCPC has identified the strategies and services most likely to reduce/prevent delinquent behavior.

JCPC Action Plan: An Action Plan to impact delinquent behavior (included in this document) has been developed. With the goals, measurable objectives and corresponding outcomes, the JCPC proposes to:

Prevent and reduce delinquent behaviors

Increase public awareness and delinquency prevention

Provide a continuum of community resources to address delinquency and at-risk behaviors

Choose the most appropriate programs to serve the needs of the youth with the money allocated to Halifax County.

Priorities for Funding: Through a risk and needs assessment and a resource assessment, the JCPC has determined that the following services are needed to reduce/prevent delinquency in Halifax County.

- Mentoring Services
- Parent and Family Skill Building
- Interpersonal Skill Building
- Emergency Therapeutic Foster Care
- Restitution/Community Service Program
- Juvenile Structured Day
- Home Based Family Counseling
- Tutoring and Academic Enhancement

- Vocational Skills
- Substance Abuse Treatment/Education
- Teen Court

Monitoring and Evaluation: Each program funded in the past year by the JCPC has been monitored. The monitoring results and program outcomes evaluations were considered in making funding allocation decisions. The JCPC continues to conduct implementation monitoring of its action plan and its funded programs on a quarterly basis. Monitoring Forms are attached for the following programs:

- Operation Restart
- Operation Restart Community Service
- Methodist Home for Children Therapeutic Foster Care

Funding Recommendations: Having published a Request for Proposals for these needed services for a minimum of thirty (30) days, the JCPC has screened the submitted proposals and has determined which proposals best meet the advertised needed services. As required by statute, the JCPC recommends allocation of the NC Department of Juvenile Justice and Delinquency Prevention (NC DJJDP). Funds to the following programs is the amounts specified below for FY 2018-2019 in the amount of \$207,002.

1. Operation Restart/Community Services ..... \$160,002.
2. Methodist Home for Children Therapeutic Foster Care ..... \$27,000.
3. Resolve It Together ..... \$18,000.

The JCPC further recommends that the following amount be allocated from the NC DPS/DJJ funds for the administrative costs of the Council for FY 2018-2019 \$2,000.

Respectfully Submitted,

  
Marcelle Smith, Chair,  
Halifax County Juvenile Crime Prevention Council

Date:

4/17/18

# HALIFAX

## Juvenile Crime Prevention Council Organization

	Name	Organization	Title
<b>Chairperson</b>	Marcelle Smith	DPS/DJJ	Court Counselor
<b>Vice-Chairperson</b>	Joe Long	Cooperative Extension	4-H Rural Life Center Director
<b>Secretary</b>	Romona Partlow	DPS/DJJ	Office Assistant
<b>Treasurer</b>	Mary Duncan	County of Halifax	Finance Officer
<b>Assessment Committee Chairperson</b>	Marcelle Smith	DPS/DJJ	Court Counselor
<b>Funding Committee Chairperson</b>	Appointed as Needed		

Number of members: 18

List meeting dates during the current fiscal year and identify the number of JCPC members in attendance for each.

Meeting Date	Number of Members in Attendance	Quorum Present? Yes/No
7/17/17	NO MEETING	
8/21/17	NO MEETING	
9/18/17	11	YES
10/16/17	11	YES
11/20/17	9	YES
12/18/17	NO MEETING	YES
1/22/18	8	YES
2/19/18	11	YES
3/26/18	14	YES
4/16/18	10	YES

## **Halifax JCPC Program Descriptions for FY 2018-2019**

### **Halifax County Cooperative Extension Agency**

Operation Restart Program is designed to provide interpersonal skill building. Through the Cooperative Learning Model, Operation Restart will help teach positive human relationships, multiple intelligent systems, positive independence, and individual accountability. Through the model, the program will provide structured activities that teach positive working relationships, how to set and reach clear learning and behavioral goals, and strategies to help youth complete tasks.

Operation Restart Restitution Program is designed to provide opportunities for juveniles to be held accountable for their actions to the community and their victims through performing supervised community service work and or monetary payment within the timeline stipulated in the court orders or diversion contracts.

### **Methodist Home for Children**

Provide therapeutic foster care for youth (male and female) age 10-17 involved with the Division of Juvenile Justice in Halifax County. Therapeutic Foster Care caters to the physical, emotional, and social needs of youth in a supportive family setting.

### **Mediation Center of Eastern North Carolina**

The Resolve It Together, evidence-based program, focuses on helping at-risk and adjudicated youth and their families develop skills and strategies for positively resolving conflict, both within the family and in the community, through facilitated activities and 25,000 conversations in a multi-family group setting.



## Juvenile Crime Prevention Council Funding Decisions Summary

Program Funded	Reason for Funding (Check all that apply)
Operation Restart Community Service/Restitution	<input checked="" type="checkbox"/> Meets funding priority <input checked="" type="checkbox"/> Compatible with research <input checked="" type="checkbox"/> Cost efficient <input checked="" type="checkbox"/> Addresses reductions of complaints, violations of supervision & convictions <input checked="" type="checkbox"/> Has evaluation component <input type="checkbox"/> Addresses parental accountability <input type="checkbox"/> Addresses use of alcohol/controlled substances <input checked="" type="checkbox"/> Addresses restitution to victims <input type="checkbox"/> Addresses gang participation <input type="checkbox"/> Other <input type="checkbox"/> Other <input type="checkbox"/> Would increase funding to this service if funds were available
Operation Restart Interpersonal Skill Building	<input checked="" type="checkbox"/> Meets funding priority <input checked="" type="checkbox"/> Compatible with research <input type="checkbox"/> Cost efficient <input checked="" type="checkbox"/> Addresses reductions of complaints, violations of supervision & convictions <input checked="" type="checkbox"/> Has evaluation component <input type="checkbox"/> Addresses parental accountability <input type="checkbox"/> Addresses use of alcohol/controlled substances <input type="checkbox"/> Addresses restitution to victims <input checked="" type="checkbox"/> Addresses gang participation <input type="checkbox"/> Other <input type="checkbox"/> Other <input type="checkbox"/> Would increase funding to this service if funds were available
MHFC - Halifax Therapeutic Foster Care	<input checked="" type="checkbox"/> Meets funding priority <input type="checkbox"/> Compatible with research <input type="checkbox"/> Cost efficient <input checked="" type="checkbox"/> Addresses reductions of complaints, violations of supervision & convictions <input type="checkbox"/> Has evaluation component <input checked="" type="checkbox"/> Addresses parental accountability <input type="checkbox"/> Addresses use of alcohol/controlled substances <input type="checkbox"/> Addresses restitution to victims <input type="checkbox"/> Addresses gang participation <input type="checkbox"/> Other <input checked="" type="checkbox"/> Other provides emergency placement for youth who are having difficulty at home and helps reduce detention admissions and improve relations at home <input type="checkbox"/> Would increase funding to this service if funds were available
Resolve It Together	<input checked="" type="checkbox"/> Meets funding priority <input type="checkbox"/> Compatible with research <input type="checkbox"/> Cost efficient <input checked="" type="checkbox"/> Addresses reductions of complaints, violations of supervision & convictions <input checked="" type="checkbox"/> Has evaluation component <input checked="" type="checkbox"/> Addresses parental accountability <input type="checkbox"/> Addresses use of alcohol/controlled substances <input type="checkbox"/> Addresses restitution to victims <input type="checkbox"/> Addresses gang participation <input type="checkbox"/> Other <input type="checkbox"/> Other <input type="checkbox"/> Would increase funding to this service if funds were available
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## Juvenile Crime Prevention Council Funding Decisions Summary

	<input type="checkbox"/> Meets funding priority <input type="checkbox"/> Compatible with research <input type="checkbox"/> Cost efficient <input type="checkbox"/> Addresses reductions of complaints, violations of supervision & convictions <input type="checkbox"/> Has evaluation component <input type="checkbox"/> Addresses parental accountability <input type="checkbox"/> Addresses use of alcohol/controlled substances <input type="checkbox"/> Addresses restitution to victims <input type="checkbox"/> Addresses gang participation <input type="checkbox"/> Other <input type="checkbox"/> Other <input type="checkbox"/> Would increase funding to this service if funds were available
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Program Not Funded	Reason for Not Funding (Check all that apply)
	<input type="checkbox"/> Lack of funding, addresses priority need and would fund if resources allowed <input type="checkbox"/> Does not meet funding priority <input type="checkbox"/> Not compatible with research <input type="checkbox"/> Lesser quality than another program funded of it's type <input type="checkbox"/> Greater cost than program of same type and quality <input type="checkbox"/> Other <input type="checkbox"/> Other
	<input type="checkbox"/> Lack of funding, addresses priority need and would fund if resources allowed <input type="checkbox"/> Does not meet funding priority <input type="checkbox"/> Not compatible with research <input type="checkbox"/> Lesser quality than another program funded of it's type <input type="checkbox"/> Greater cost than program of same type and quality <input type="checkbox"/> Other <input type="checkbox"/> Other
	<input type="checkbox"/> Lack of funding, addresses priority need and would fund if resources allowed <input type="checkbox"/> Does not meet funding priority <input type="checkbox"/> Not compatible with research <input type="checkbox"/> Lesser quality than another program funded of it's type <input type="checkbox"/> Greater cost than program of same type and quality <input type="checkbox"/> Other <input type="checkbox"/> Other
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**AGENDA**  
**Halifax County Board of Commissioners**  
**Regular Meeting**

**TO:** Halifax County Board of Commissioners

**FROM:** Greg Griffin, Public Utilities Director

**PRESENTER:** Greg Griffin, Public Utilities Director

**SUBJECT:** Hydrant Maintenance Contract Proposal

**DATE:** May 7, 2018 Regular Meeting

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**SUPPORTING INFORMATION:**

- Halifax County Public Utilities has a contract with Envirolink, Inc. for maintenance of our fire hydrants including trimming of surrounding vegetation. The cost for this existing contract is currently \$143,580 per year. This contract expires June 30, 2018.
- We have received proposals from four vendors for a new hydrant maintenance contract to begin July 1, 2018.
- The lowest cost proposal was submitted by Envirolink, Inc. for a cost of \$62,177.15 per year. The primary reason the new contract price would be significantly less than the current contract is the hydrants have all been painted under the original contract and only require touch up painting now.
- It is my opinion that the Envirolink, Inc. proposal is significantly lower than the other vendors because Envirolink is familiar with what is involved in completing the scope of work and already has resources in place.
- A table showing cost for submitted proposals is attached.

**ATTACHMENTS:**

Description

- ▢ Vendor Proposal Cost
- ▢ Selected Portions of Envirolink Proposal

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**TOTAL COST:**\$62,177.15

**COUNTY COST:**\$62,177.15

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**REQUEST:** If the Halifax County Board of Commissioners so chooses, approval is requested to approve the Hydrant Maintenance Proposal submitted by Envirolink, Inc. and authorize Management and staff to negotiate and execute the contract.

**Hydrant Maintenance Proposal Cost**

<b>VENDOR</b>	Keith Browder, Jr.	David C. Rightmyer	Envirolink, Inc.	RCR & Company, LLC
<b>COST</b>	\$145,000	\$120,300	\$62,177.15	\$157,800

# Proposal

## Hydrant Maintenance

Halifax County, North Carolina

PRESENTED BY:



**March 15, 2018**

*USE AND DISCLOSURE OF DATA – This Proposal includes data that shall not be disclosed and shall not be duplicated, used, or disclosed – in whole or in part – for any purpose other than to evaluate this Proposal. However, if a Contract is awarded to this Offeror because of – or in connection with – the submission of these data, client shall have the right to duplicate, use, or disclose the data to the extent provided in the resulting Contract. The restriction does not limit client's right to use information contained in these data if they are obtained from another source without restriction.*



March 15, 2018

Mr. Greg Griffin  
County Director of Public Utilities  
Halifax County  
26 North King Street  
Halifax, NC 27839

Subject: Halifax County Hydrant Maintenance Proposal

Dear Mr. Griffin:

EnviroLink, Inc. is pleased to present the enclosed proposal for Hydrant Maintenance.

It has been our pleasure to serve Halifax County since 2013 in the hydrant management project. This experience uniquely qualifies EnviroLink to provide excellent service, continuing our relationship for the current scope for Hydrant Maintenance

With our experience on your system we have demonstrated we can perform the applicable scope of work and meet the contract requirements without the use of subcontractors. We have the expertise, staff, vehicles, tools and equipment to meet all aspects of the scope of work.

In our proposal we have estimated the total number of hydrants in each Service Area. These estimates may be subject to further refinement if we are not selected as the provider of All Service Areas. Our proposal for All Service Areas is based on our inventory of the hydrants, under the conditions of the scope of work.

We will coordinate and communicate with you on a regular basis and are available to meet with the staff and Commissioners as requested.

Thank you for the opportunity to serve Halifax County in the Hydrant Maintenance Project. Please contact me with any questions or if you need additional information about our proposal.

Sincerely,

A handwritten signature in black ink, reading "J. Carr McLamb, Jr.", written over the word "Sincerely,".

J. Carr McLamb, Jr.  
Business Development Manager &  
Corporate Counsel

EnviroLink, Inc.  
*Your Partner in Utility Management*  
4700 Homewood Court, Raleigh, North Carolina 27609  
252-235-4900 (phone) 252-235-2132 (fax)

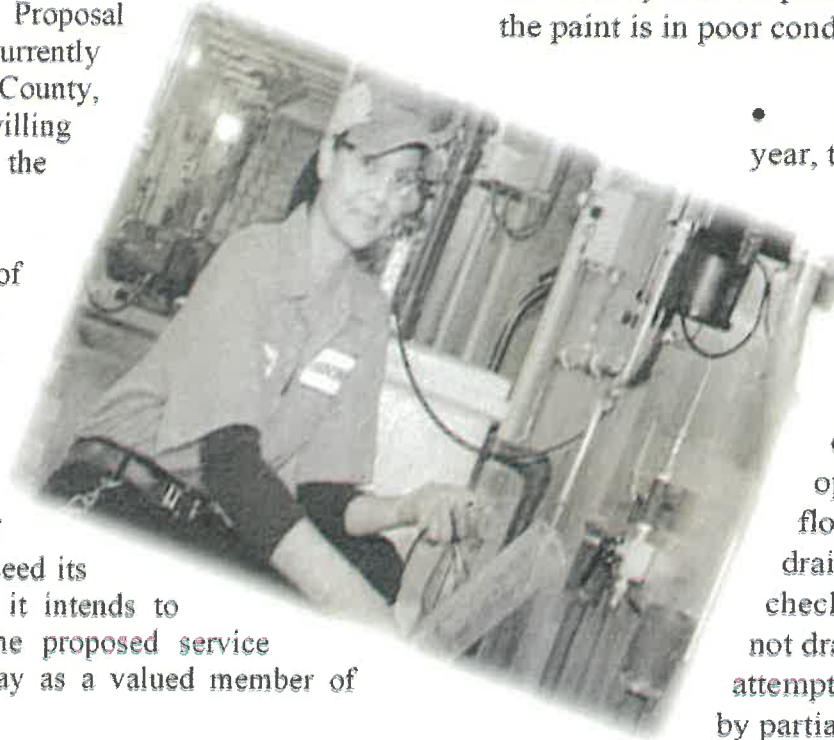
## STATEMENT OF WORK

Envirolink is pleased to submit to Halifax County the enclosed Proposal for Hydrant Maintenance Services. Envirolink has reviewed the available technical data. Envirolink believes that its Proposal addresses the services currently needed by the Halifax County, and that it is ready, willing and able to fulfill the requirements.

It is the intent of Envirolink to maintain strong, responsive and open lines of communication with Halifax County staff. Envirolink desires to meet the needs of Halifax County and exceed its expectations. As such, it intends to continue to perform the proposed service responsibilities every day as a valued member of Halifax County's team.

As your partner, we are committed to your success, the highest standard of customer service and customer satisfaction.

- At least once per quarter each hydrant shall be cleared of surrounding vegetation. Vegetation in a six (6) foot radius around hydrant shall be trimmed to a four (4) inch maximum height. A width equal to the twelve (12) foot diameter shall be trimmed from the hydrant area to the road if vegetation obstructs view of, or pathway to, hydrant from the edge of the road.



with

- During each service visit, hydrants that have peeling or missing paint shall be wire brushed to remove loose paint and painted with Safety Yellow paint in any area where the paint is in poor condition on the hydrant.

- At least once per year, the isolation valve for each hydrant shall be closed then opened completely. Each hydrant shall be flowed and checked for proper operation. After flowing, hydrant drainage should be checked. If hydrant does not drain properly, an attempt to clear drain holes by partially opening hydrant caps on should be made.

- At least once per year, the caps shall be removed from each hydrant nozzle, the threads cleaned with a wire brush, and an approved food grade hydrant lubricant applied to threads.
- Reports detailing location of hydrants not operating properly, needing gaskets, missing caps, not draining, or needing other repairs, shall be provided to Halifax County Public Utilities.

# PRICE PROPOSAL

## Halifax County, North Carolina Hydrant Maintenance Proposals Request for Proposal Form

Vendor: Envirolink

Contact name, address, phone, email: Carr McLamb, 4700 Homewood Ct. Ste. 108 Raleigh, NC 27609,  
(919) 630-3461. Jmclamb@envirolinkinc.com.

Halifax County Public Utilities Service Area	Number of Hydrants (1)	Service Area Proposal Price Per Year
Littleton Fire District	203	\$6,808.62
Davie Fire District	100	\$3,354.00
Rheasville Fire District	102	\$3,421.08
Weldon Fire District	87	\$2,917.98
Halifax Fire District	150	\$5,031.00
Darlington Fire District	200	\$6,708.00
Tillery Fire District	74	\$2,481.96
Scotland Neck Fire District	122	\$4,091.88
Enfield Fire District	246	\$8,250.84
Arcola Fire District	100	\$3,354.00
Service Area <u>Not</u> Included in a Fire District	470	\$15,763.80
All Service Areas	1854	\$62,177.15

*J. Carr McLamb, Jr.* Business Development Manager 3/15/18 J. Carr McLamb, Jr.  
Signature, Title Date Print Name

(1) Hydrant numbers are estimated based on available information and district maps



## NEXT STEPS

After a thorough review of this proposal, we have found that an informal meeting to discuss the County's goals, vision, concerns and expectations is vital to a successful partnership.

Thus, we would suggest that prior drafting of a contract, that the County Management & Leadership convene with Envirolink's Senior Leadership to discuss the goals, expectations and the vision for our partnership with the County.

After this meeting, the next step is to begin contract negotiations with Envirolink with the goal of establishing the framework for a successful partnership and for many years to come.

## Contracting

After award & negotiations, we will execute an agreement that will provide the detailed Scope of Services, along with other contract terms. Some of the important components of this agreement are:

- Scope of Service
- Fee Adjustment Provisions
- Owner's Responsibility
- Contract Term
- Compliance Guarantee
- Description of Assets
- Fees

**Begin working towards a more  
sustainable future**



**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:** May 7, 2018 Regular Meeting

---

**SUPPORTING INFORMATION:**

Attached, please find the Board Appointments.

**ATTACHMENTS:**

Description

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

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**TOTAL COST:**

**COUNTY COST:**

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**REQUEST:** Approve the Board Appointments that require action.

## **BOARD APPOINTMENTS**

- A. Community Child Protection Team
- B. Parks and Recreation Advisory Board
- C. Roanoke Rapids Board of Adjustment
- D. Roanoke Rapids Planning Board
- E. Weldon Board of Adjustment
- F. Weldon Planning Board
- G. Board Vacancies Without Recommendations
- H. June 2018 Board Appointments

# **MEMORANDUM**

**TO: HALIFAX COUNTY COMMISSIONERS**

**FROM: ANDREA H. WIGGINS, CLERK TO THE BOARD**

**SUBJECT: COMMUNITY CHILD PROTECTION TEAM**

According to our records, the Community Child Protection Team has three members that are appointed by the Board of Commissioners with terms that expired on March 31, 2018:

**Susan Horrell, Lakeshia Jones, and Kevin Kupietz**

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

- Receive nominations to reappoint Kevin Kupietz
- Receive nominations to appoint individuals to replace Susan Horrell and Lakeshia Jones

## Community Child Protection Team (CCPT)

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

# **MEMORANDUM**

**TO: HALIFAX COUNTY COMMISSIONERS**

**FROM: ANDREA H. WIGGINS, CLERK TO THE BOARD**

**SUBJECT: PARKS AND RECREATION ADVISORY BOARD**

According to our records, the Parks and Recreation Advisory Board has one member that is appointed by the Board of Commissioners that has resigned:

**Michael Green**

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

- Receive nominations to appoint an individual to fill the unexpired term of Michael Green

## Parks and Recreation Advisory Board

8	<b>Loraine</b> <i>Halifax</i>	<b>Searcy (vacant)</b>	Member <i>White Female</i>	9/8/2015 through 9/30/2018 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
9	<b>Paul</b> <i>Halifax</i>	<b>Walden</b>	Member <i>Black Male</i>	9/8/2015 through 9/30/2018 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
10	<b>Chris</b> <i>Roanoke Rapids</i>	<b>Wicker (Vacant)</b>	Member <i>White Male</i>	9/8/2015 through 9/30/2018 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
12	<b>Chester</b> <i>Enfield</i>	<b>Williams (Vacant)</b>	Member <i>Black Male</i>	10/5/2015 through 9/30/2018 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
11	<b>Kennon</b> <i>Roanoke Rapids</i>	<b>Wrenn, Jr.</b>	Member <i>White Male</i>	9/8/2015 through 9/30/2018 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
1	<b>Sylvia</b> <i>Littleton</i>	<b>Alston (Vacant)</b>	Member <i>White Female</i>	10/1/2016 through 9/30/2019 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
2	<b>Delores</b> <i>Halifax</i>	<b>Amason</b>	Member <i>Black Female</i>	10/1/2016 through 9/30/2019 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
13	<b>Jennifer</b> <i>Hobgood</i>	<b>Fields</b>	Member <i>Black Female</i>	10/1/2016 through 9/30/2019 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
3	<b>Michael</b> <i>Roanoke Rapids</i>	<b>Green</b>	Member <i>White Male</i>	10/1/2016 through 9/30/2019 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
4	<b>Archie</b> <i>Hollister</i>	<b>Lynch</b>	Member <i>Indian Male</i>	10/1/2016 through 9/30/2019 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
5	<b>Audrey</b> <i>Roanoke Rapids</i>	<b>Hardy</b>	Member <i>Black Female</i>	10/1/2017 through 9/30/2020 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
15	<b>Lavern</b> <i>Weldon</i>	<b>Harris</b>	Member <i>Black Female</i>	10/1/2017 through 9/30/2020 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
6	<b>Bettie</b> <i>Halifax</i>	<b>Moore</b>	Member <i>Black Female</i>	10/1/2017 through 9/30/2020 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
7	<b>Regina</b> <i>Roanoke Rapids</i>	<b>Reaves</b>	Member <i>White Female</i>	10/1/2017 through 9/30/2020 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
14	<b>Willis</b> <i>Enfield</i>	<b>Richardson</b>	Member <i>Black Male</i>	11/6/2017 through 9/30/2020 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>

## Andrea Wiggins

---

**From:** Ian Bumgarner  
**Sent:** Wednesday, April 25, 2018 9:16 AM  
**To:** Andrea Wiggins  
**Subject:** FW: Halifax County Parks and Recreation Advisory Board

FYI.

Thank you,  
Ian

**From:** Michael Green <mgtarheel@embarqmail.com>  
**Sent:** Wednesday, April 25, 2018 2:31 AM  
**To:** Ian Bumgarner <bumgarneri@halifaxnc.com>  
**Subject:** Halifax County Parks and Recreation Advisory Board

Ian,

Effective today (4/25/2018) I am resigning my seat on the Halifax County Parks and Recreation Advisory Board. Based on recent events I have decided that I will not continue to waste my time and effort trying to implement a program that is clearly not supported by the county commissioners. I wish you and the Board the best of luck in your future endeavors.

Sincerely,  
Michael Green



# **MEMORANDUM**

**TO: HALIFAX COUNTY COMMISSIONERS**

**FROM: ANDREA H. WIGGINS, CLERK TO THE BOARD**

**SUBJECT: ROANOKE RAPIDS BOARD OF ADJUSTMENT**

According to our records, the **Roanoke Rapids Board of Adjustment** has one member that is appointed by the Board of Commissioners with a term that will expire May 31, 2018:

Greg Browning

- Receive nominations to waive the term limit and reappoint Greg Browning

## Roanoke Rapids Board of Adjustment

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1	<b>Tillman Long (vacant)</b> Roanoke Rapids	ETJ Member White Male	6/1/2011 through 5/31/2014 Term Number: 4	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>No</b>
2	<b>Greg Browning</b> Roanoke Rapids	Alternate Member Black Male	6/1/2015 through 5/31/2018 Term Number: 5	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>No</b>



# City of Roanoke Rapids

*Office of the City Clerk - Traci V. Storey*

P. O. Box 38 1040 Roanoke Avenue  
Roanoke Rapids, N. C. 27870  
(252) 533-2840 FAX: (252) 537-1139  
email: [tstorey@roanokerapidsnc.com](mailto:tstorey@roanokerapidsnc.com)

---

April 18, 2018

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

Dear Andrea:

In the Roanoke Rapids City Council meeting held April 17, 2018, Council voted to recommend to the County Commissioners the reappointment of **Mr. Gregory Browning** to the Roanoke Rapids Area Planning Board/Board of Adjustment for another three year term ending June 1, 2021.

There are two vacant ETJ seats for the Planning Board and Board of Adjustment. The City is currently searching for someone to fill these seats and I will let you when we do.

Thank you for your cooperation. Should you need further information, please do not hesitate to call me at 533-2840.

Sincerely,

Traci V. Storey  
City Clerk

cc: Kelly Lasky, Planning & Development Director

## **MEMORANDUM**

**TO: HALIFAX COUNTY COMMISSIONERS**

**FROM: ANDREA H. WIGGINS, CLERK TO THE BOARD**

**SUBJECT: ROANOKE RAPIDS PLANNING BOARD**

According to our records, the Roanoke Rapids Planning Board has one member that is appointed by the Board of Commissioners with a term that will expire on May 31, 2018:

**Greg Browning**

- Receive nominations to waive the term limit and reappoint Greg Browning

## Roanoke Rapids Planning Board

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2	<b>Tillman Long (vacant)</b> <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	<b>Greg Browning</b> <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	<b>Terry Campbell</b> <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	<b>Robert Moore, Jr. (Vacant)</b> <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>



# City of Roanoke Rapids

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April 18, 2018

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Clerk to the Board/Assistant to the County Manager  
County of Halifax  
Post Office Box 38  
Halifax, North Carolina 27839

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Thank you for your cooperation. Should you need further information, please do not hesitate to call me at 533-2840.

Sincerely,

Traci V. Storey  
City Clerk

cc: Kelly Lasky, Planning & Development Director

# **MEMORANDUM**

**TO: HALIFAX COUNTY COMMISSIONERS**

**FROM: ANDREA H. WIGGINS, CLERK TO THE BOARD**

**SUBJECT: WELDON BOARD OF ADJUSTMENT**

According to our records, the Weldon Board of Adjustment has one member that is appointed by the Board of Commissioners with a term that will expire on May 31, 2018:

**Rose Motley**

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

- Receive nominations to reappoint Rose Motley

## Weldon Board of Adjustment

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3	Rose Weldon	Motley	ETJ Member Black Female	6/1/2015 through 5/31/2018 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
1	John Weldon	Armstrong	ETJ Member Black Male	6/1/2016 through 5/31/2019 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes



# **MEMORANDUM**

**TO: HALIFAX COUNTY COMMISSIONERS**

**FROM: ANDREA H. WIGGINS, CLERK TO THE BOARD**

**SUBJECT: WELDON PLANNING BOARD**

According to our records, the Weldon Planning Board has two members that are appointed by the Board of Commissioners with terms that will expire on May 31, 2018:

**Edna Weeks and Debra Williams**

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

- Receive nominations to waive the term limits and reappoint Edna Weeks and Debra Williams

## Weldon Planning Board

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<b>3</b>	<b>Edna</b> <i>Weldon</i>	<b>Weeks</b>	ETJ Member <i>White Female</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>
<b>4</b>	<b>Debra</b> <i>Weldon</i>	<b>Williams</b>	ETJ Member <i>Black Female</i>	6/1/2015 through 5/31/2018 <i>Term Number: 4</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
<b>1</b>	<b>Angela</b> <i>Weldon</i>	<b>Boone</b>	ETJ Member <i>Black Female</i>	6/1/2017 through 5/31/2020 <i>Term Number: 4</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
<b>2</b>	<b>Zenobia</b> <i>Weldon</i>	<b>Cofield</b>	ETJ Member <i>Black Female</i>	6/1/2017 through 5/31/2020 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>

# MEMORANDUM

**TO: HALIFAX COUNTY COMMISSIONERS**

**FROM: ANDREA H. WIGGINS, CLERK TO THE BOARD**

**SUBJECT: BOARD VACANCIES WITHOUT RECOMMENDATIONS**

**For Information Only – No Action Required**

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

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

Christopher Mayo

-----

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

Susan Horrell and Lakeshia Jones

-----

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

Kenneth Smith, John Patrick Staton and Ronald Locke

-----

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

Dean Smith

-----

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

Thomas Myrick, Jr.

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Continued

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

George Branch, Jr. and Doris Richardson  
-----

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

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 that are vacant:

Alternates  
-----

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

Raj Bhagwandass  
-----

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

Rick Gilstrap  
-----

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

Diane Pridgen, Fred Draper, 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 positions that are appointed by the Board of Commissioners that are vacant:

Delores McGriff, Nannie Lynch and Hattie Squire  
-----

According to our records, the **Parks and Recreation Advisory Board** has four positions that are appointed by the Board of Commissioners that are vacant:

Loraine Searcy, Chris Wicker, Chester Williams and Sylvia Alston  
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Continued

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

Tillman Long  
-----

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

Tillman Long and Robert Moore, Jr.  
-----

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

Bill Dickens and John Lovett  
-----

## Amphitheater Advisory Board

9	<b>Christopher Mayo (Vacant)</b> <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>
6	<b>George Daniel</b> <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	<b>Lori Medlin</b> <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	<b>Richard Woodruff</b> <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	<b>William Cox</b> <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	<b>Jeff Dickens</b> <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	<b>Judy Evans-Barbee</b> <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	<b>Curtis Strickland</b> <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>
3	<b>Frances King</b> <i>Halifax</i>	Member <i>White Female</i>	4/1/2018 through 3/31/2021 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
4	<b>J. Rives Manning, Jr.</b> <i>Roanoke Rapids</i>	Member <i>White Male</i>	4/1/2018 through 3/31/2021 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
11	<b>W. Turner Stephenson III</b> <i>Roanoke Rapids</i>	Member <i>White Male</i>	4/1/2018 through 3/31/2021 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>

## Community Child Protection Team (CCPT)

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

## EMS Advisory Committee

5	<b>John Patrick Staton (vacant)</b> <i>Scotland Neck</i>	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	<b>Linwood Letchworth, Jr.</b> <i>Scotland Neck</i>	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	<b>Ronald Locke (vacant)</b> <i>Enfield</i>	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	<b>Janice Hales</b> <i>Roanoke Rapids</i>	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	<b>Terry Newsom</b> <i>Littleton</i>	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	<b>Sandra Showalter</b> <i>Roanoke Rapids</i>	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	<b>Mildred Dotson</b> <i>Littleton</i>	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	<b>Kenneth Smith (vacant)</b> <i>Roanoke Rapids</i>	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	<b>Suzanne Whiddon</b> <i>Roanoke Rapids</i>	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

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1	<b>Dean Smith (vacant)</b> <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	<b>Marcelle Smith</b> <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	<b>Regina Dickens</b> <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

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

## Halifax County Human Relations Commission

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<b>1</b>	<b>George Branch, Jr. (Vacant)</b> <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>
<b>9</b>	<b>Doris Richardson (vacant)</b> <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>
<b>6</b>	<b>Robert Bigham</b> <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>
<b>5</b>	<b>Sandra Bryant</b> <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>
<b>2</b>	<b>Sheldon Deaton</b> <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>
<b>3</b>	<b>Susie Hodges</b> <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>
<b>4</b>	<b>J. Rives Manning</b> <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>
<b>8</b>	<b>Terry Buffaloe</b> <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>
<b>7</b>	<b>Michael Felt</b> <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	<b>T. Patrick W. Qualls</b> <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>
2	<b>Greg Browning</b> <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	<b>Thomas Hedgepeth</b> <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	<b>Robert Moore, Jr. (Vacant)</b> <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	<b>Neal Davis</b> <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	<b>Tyrone Hewlin</b> <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	<b>Bentley Mohorn</b> <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>
9	<b>Danford Josey</b> <i>Scotland Neck</i>	Member <i>White Male</i>	3/1/2018 through 2/28/2021 <i>Term Number: 7</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
8	<b>Portia Shields</b> <i>Scotland Neck</i>	Member <i>Black Female</i>	3/12/2018 through 2/28/2021 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
10	<b>Tyrone Williams</b> <i>Enfield</i>	Member <i>Black Male</i>	3/1/2018 through 2/28/2021 <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? <b>Yes</b>
14	Vacant		Alternate Member		through Term Number:	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
13	Vacant		Alternate Member		through Term Number:	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
12	Vacant		Alternate Member		through Term Number:	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
3	Dia Halifax	Denton	Ex-Officio White Female		through Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
2	Mary Halifax	Duncan	Ex-Officio White Female		through Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
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? <b>No</b>
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? <b>Yes</b>
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? <b>Yes</b>
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? <b>Yes</b>
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? <b>No</b>
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? <b>Yes</b>
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? <b>No</b>
4	Fannie Gaston	Greene	Black Female	2/1/2017	through 1/31/2020 Term Number: 4	Appointed by: Northampton County Commissioners Eligible for reappointment? <b>Yes</b>
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? <b>Yes</b>

## Health Board

<b>2</b>	<b>Raj Bhagwandass (Vacant)</b> <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>
<b>11</b>	<b>Justin Blackmon</b> <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>
<b>1</b>	<b>Donald Crowder</b> <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>
<b>3</b>	<b>Eloise P. Hardee</b> <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>
<b>10</b>	<b>Belinda Hill</b> <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>
<b>9</b>	<b>Kimberly Mack</b> <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>
<b>8</b>	<b>Carol Anne Rupe</b> <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>
<b>6</b>	<b>Melissa Woodruff</b> <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>
<b>4</b>	<b>Carolyn Johnson</b> <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>
<b>5</b>	<b>Louis V. Mann, III</b> <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>
<b>7</b>	<b>Delisha Moore</b> <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

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5	<b>Kenny Deloatch</b> <i>Roanoke Rapids</i>	Member <i>White Male</i>	2/1/2013 through 1/31/2019 <i>Term Number: 3</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
6	<b>Carl Ferebee</b> <i>Roanoke Rapids</i>	Member <i>Black Male</i>	3/11/2013 through 1/31/2019 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
7	<b>G. Wayne Long</b> <i>Roanoke Rapids</i>	Member <i>White Male</i>	2/1/2013 through 1/31/2019 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
1	<b>Rick Gilstrap (Vacant)</b> <i>Roanoke Rapids</i>	Member <i>White Male</i>	2/1/2015 through 1/31/2021 <i>Term Number: 5</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
2	<b>Clay Shields</b> <i>Scotland Neck</i>	Member <i>White Male</i>	2/1/2015 through 1/31/2021 <i>Term Number: 4</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
3	<b>Michael Knudson</b> <i>Roanoke Rapids</i>	Member <i>White Male</i>	2/1/2017 through 1/31/2023 <i>Term Number: 3</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
4	<b>Marvin Newsom, III</b> <i>Littleton</i>	Member <i>White Male</i>	2/1/2017 through 1/31/2023 <i>Term Number: 4</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>

## Juvenile Crime Prevention Council

9	Diane Pridgen (Vacant) Scotland Neck	Substance Abuse Professional White Female	2/1/2010 through 1/31/2012 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
7	Fred Draper (Vacant) Roanoke Rapids	Non-Profit or United Way Repres White Male	2/1/2011 through 1/31/2013 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
2	Sandra Fleming (Vacant) Roanoke Rapids	At-Large Member Black Female	2/1/2013 through 1/31/2015 Term Number: 4	Appointed by: Halifax County Commissioners Eligible for reappointment? No
25	Ronna Graham (Vacant) Halifax	At-Large Member White Female	2/1/2013 through 1/31/2015 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
16	Linda Vaughan (Vacant) Roanoke Rapids	At-Large Member White Female	5/6/2013 through 1/31/2015 Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
10	Janyah Alston (Vacant) Scotland Neck	Representative under 18 years ol Black Female	3/10/2014 through 1/31/2016 Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
5	Niasia Anthony (Vacant) Scotland Neck	Representative under 18 years ol Black Female	2/1/2014 through 1/31/2016 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
1	Bettina Flood (Vacant) Halifax	Juvenile Defense Attorney Black Female	2/1/2014 through 1/31/2016 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
26	Levi Scott (vacant) Enfield	Business Community Member Black Male	8/3/2015 through 1/31/2016 Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
14	Valerie Asbell Halifax	District Attorney White Female	2/1/2017 through 1/31/2019 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
20	Brenda Branch Roanoke Rapids	District Court Judge Black Female	2/1/2017 through 1/31/2019 Term Number: 5	Appointed by: Halifax County Commissioners Eligible for reappointment? No
13	Tony N. Brown Halifax	County Manager Black Male	2/1/2017 through 1/31/2019 Term Number: 5	Appointed by: Halifax County Commissioners Eligible for reappointment? No
23	Terry Buffaloe Roanoke Rapids	At-Large Member Black Male	2/1/2017 through 1/31/2019 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
24	Eric Cunningham Halifax	School Superintendent Designee Black Male	2/1/2017 through 1/31/2019 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
12	Clarette Glenn Henderson	Mental Health Representative Black Female	2/1/2017 through 1/31/2019 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
17	Chuck Hasty Roanoke Rapids	Police Chief White Male	2/1/2017 through 1/31/2019 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
11	Robin Johnson Halifax	Social Services representative White Female	2/1/2017 through 1/31/2019 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes



<b>21</b>	<b>Sonynia</b> <i>Halifax</i>	<b>Leonard</b>	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>
<b>18</b>	<b>Doris</b> <i>Littleton</i>	<b>Mack</b>	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>
<b>15</b>	<b>Angela</b> <i>Roanoke Rapids</i>	<b>Moody</b>	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>
<b>22</b>	<b>Barbara</b> <i>Weldon</i>	<b>Plum</b>	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>
<b>19</b>	<b>Marcelle</b> <i>Scotland Neck</i>	<b>Smith</b>	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>
<b>3</b>	<b>Ellen</b> <i>Roanoke Rapids</i>	<b>Burnette</b>	At-Large Member <i>White Female</i>	2/1/2018 through 1/31/2020 <i>Term Number: 6</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
<b>6</b>	<b>Anzell</b> <i>Halifax</i>	<b>Harris</b>	Halifax Sheriff Office <i>Black Male</i>	2/1/2018 through 1/31/2020 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
<b>8</b>	<b>Joe</b> <i>Halifax</i>	<b>Long</b>	Parks & Recreation Representati <i>White Male</i>	2/1/2018 through 1/31/2020 <i>Term Number: 11</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
<b>4</b>	<b>Joseph</b> <i>Weldon</i>	<b>Sandoval</b>	Faith Community Representative <i>White Male</i>	2/1/2018 through 1/31/2020 <i>Term Number: 3</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>

## Nursing Home Advisory Committee

<b>5</b>	<b>Carolyn</b> <i>Littleton</i>	<b>Johnson</b>	Ex-Officio <i>Black Female</i>		through <i>Term Number:</i>	<i>Appointed by:</i> Halifax County Commissioners <i>Eligible for reappointment?</i> <b>Yes</b>
<b>3</b>	<b>Delores</b> <i>Enfield</i>	<b>McGriff (vacant)</b>	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> <b>Yes</b>
<b>1</b>	<b>Nannie</b> <i>Hollister</i>	<b>Lynch (vacant)</b>	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> <b>No</b>
<b>7</b>	<b>Hattie</b> <i>Roanoke Rapids</i>	<b>Squire (Vacant)</b>	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> <b>No</b>
<b>6</b>	<b>Prudence</b> <i>Littleton</i>	<b>Boseman</b>	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> <b>Yes</b>
<b>2</b>	<b>Clarence</b> <i>Scotland Neck</i>	<b>Pender</b>	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> <b>Yes</b>
<b>4</b>	<b>Isabelle</b> <i>Scotland Neck</i>	<b>Pender</b>	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> <b>Yes</b>

## 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 (Vacant)	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 (Vacant)	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

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<b>1</b>	<b>Tillman Long (vacant)</b> <i>Roanoke Rapids</i>	ETJ Member <i>White Male</i>	6/1/2011 through 5/31/2014 <i>Term Number: 4</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
<b>2</b>	<b>Greg Browning</b> <i>Roanoke Rapids</i>	Alternate 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>

## Roanoke Rapids Planning Board

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<b>2</b>	<b>Tillman Long (vacant)</b> Roanoke Rapids	ETJ Member White Male	6/1/2011 through 5/31/2014 Term Number: 8	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>No</b>
<b>4</b>	<b>Greg Browning</b> Roanoke Rapids	ETJ Member Black Male	6/1/2015 through 5/31/2018 Term Number: 5	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>No</b>
<b>1</b>	<b>Terry Campbell</b> Roanoke Rapids	ETJ Member Black Male	6/1/2016 through 5/31/2019 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>No</b>
<b>3</b>	<b>Robert Moore, Jr. (Vacant)</b> Roanoke Rapids	ETJ Member Black Male	6/1/2017 through 5/31/2020 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>

## Solid Waste Advisory Board

<b>5</b>	<b>Bill</b> <i>Enfield</i>	<b>Dickens (vacant)</b>	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>
<b>11</b>	<b>John</b> <i>Halifax</i>	<b>Lovett (vacant)</b>	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>
<b>2</b>	<b>Danny</b> <i>Roanoke Rapids</i>	<b>Acree</b>	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>
<b>6</b>	<b>Jeffrey</b> <i>Weldon</i>	<b>Elks</b>	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>
<b>8</b>	<b>Gregory</b> <i>Enfield</i>	<b>Griffin</b>	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>
<b>3</b>	<b>James</b> <i>Scotland Neck</i>	<b>Gunnells</b>	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>
<b>7</b>	<b>Al</b> <i>Littleton</i>	<b>Haskins</b>	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>
<b>1</b>	<b>Ann</b> <i>Littleton</i>	<b>Jackson</b>	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>
<b>9</b>	<b>John</b> <i>Scotland Neck</i>	<b>Smith</b>	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>
<b>4</b>	<b>Robert</b> <i>Hobgood</i>	<b>Sykes, Jr.</b>	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>
<b>10</b>	<b>Betty</b> <i>Littleton</i>	<b>Willis</b>	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: JUNE 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.

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According to our records, the Alcoholic Beverage Control has one member that is appointed by the Board of Commissioners with a term that will expire on June 30, 2018:

**Johnny Draper**

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According to our records, the Economic Development Board has five members that are appointed by the Board of Commissioners with terms that will expire on June 30, 2018:

**Hugh Bazemore, George W. Draper, Jr., Daniel Fouts, Jr., Rives Manning, and Robert Sykes**

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According to our records, the Adult Care Home Advisory Committee has two members that are appointed by the Board of Commissioners with terms that will expire on June 30, 2018:

**Prudence Boseman and Ozie Ruffin**

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According to our records, the EMS Advisory Committee has two members that are appointed by the Board of Commissioners with terms that will expire on June 30, 2018:

**Linwood Letchworth, Jr. and Ronald Locke**

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According to our records, the Five County Community Operations Center Oversight Board has one member that is appointed by the Board of Commissioners with a term that will expire on June 30, 2018:

**Marcelle Smith**

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Continued

According to our records, the Halifax Community College Board of Trustees has one member that is appointed by the Board of Commissioners with a term that will expire on June 30, 2018:

**Stanley Edwards**  
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According to our records, the Halifax County Council on Aging has four members that are appointed by the Board of Commissioners with terms that will expire on June 30, 2018:

**Greg Browning, Undine Garner, Marion Lewis, and Ernestine Ware**  
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According to our records, the Library Board has three members that are appointed by the Board of Commissioners with terms that will expire on June 30, 2018:

**Robert Alexander, Tessie Hofmann-Brady, and C. K. Wilson**  
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According to our records, the Nursing Home Advisory Committee has one member that is appointed by the Board of Commissioners with a term that will expire on June 30, 2018:

**Prudence Boseman**  
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According to our records, the Regional Aging Advisory Council has two members that are appointed by the Board of Commissioners with terms that will expire on June 30, 2018:

**Fred Brown and James Richard Scott**  
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According to our records, the Upper Coastal Plain Board of Directors has six members that are appointed by the Board of Commissioners with terms that will expire on June 30, 2018:

**Tony Brown, Ian Bumgarner, Dia Denton, Norlan Graves, Barbara Simmons, and  
Marcelle Smith**  
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## Alcoholic Beverage Control

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3	<b>Johnny Draper</b> Weldon	Member White Male	7/1/2015 through 6/30/2018 Term Number: 7	Appointed by: Halifax County Commissioners Eligible for reappointment? No
1	<b>Robert Shields</b> Scotland Neck	Chair Black Male	7/1/2016 through 6/30/2019 Term Number: 8	Appointed by: Halifax County Commissioners Eligible for reappointment? No
2	<b>Drewery Beale</b> Roanoke Rapids	Member White Male	7/1/2017 through 6/30/2020 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes

## Economic Development Board

10	<b>Hugh Bazemore</b> <i>Roanoke Rapids</i>	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	<b>George W. Draper, Jr.</b> <i>Weldon</i>	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	<b>Daniel Fouts, Jr.</b> <i>Roanoke Rapids</i>	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	<b>Rives Manning</b> <i>Roanoke Rapids</i>	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>
11	<b>Robert Sykes</b> <i>Hobgood</i>	Hobgood <i>White Male</i>	2/5/2018 through 6/30/2018 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
8	<b>Danny Hinnant</b> <i>Halifax</i>	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	<b>Jeff Peedin</b> <i>Littleton</i>	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	<b>Portia Shields</b> <i>Scotland Neck</i>	Scotland Neck <i>Black Female</i>	3/12/2018 through 6/30/2019 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
3	<b>Ronnie Locke</b> <i>Enfield</i>	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	<b>Samuel Robinson, Jr.</b> <i>Littleton</i>	At-Large Member <i>Black Male</i>	7/1/2017 through 6/30/2020 <i>Term Number: 3</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
2	<b>Benjamin Sledge</b> <i>Roanoke Rapids</i>	At-Large Member <i>Black Male</i>	7/1/2017 through 6/30/2020 <i>Term Number: 3</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>



April 27, 2018

Mr. Vernon Bryant, Chairman  
Halifax County Board of Commissioners  
PO Box 38  
Halifax, NC 27839

Dear Chairman Bryant:

At our meeting on April 26, 2018, the Board of Directors of the Halifax County Economic Development Commission voted unanimously to recommend the reappointment of four members of the Board for a three-year term.

Daniel "Chip" Fouts	Representing Roanoke Rapids Area	Term Expires June 30, 2018*
Hugh Bazemore	At Large Member	Third Term Expires June 30, 2018
J. Rives "Judge" Manning	Representing Board of Commissioners	Third Term Expires June 30, 2018
Robert Sykes	Representing Hobgood Area	Term Expires June 30, 2018*

*\*Please note that Daniel "Chip" Fouts and Robert Sykes filled unexpired terms that will expire on June 30, 2018.*

Each of these Board members have been very active, faithful in their attendance, and have indicated their interest and willingness in continuing to serve as members of the Board. Additionally, we respectfully request that the Halifax County Board of Commissioners waive the term limit for Hugh Bazemore and J. Rives "Judge" Manning to allow them to serve an additional term on the Commission Board.

Thank you for your consideration of this request. If you should have any questions or need additional information, please do not hesitate to call me.

Sincerely,

A handwritten signature in dark ink, appearing to read "Ronnie Locke", is written over a light blue horizontal line.

Ronnie Locke  
Chairman

CC: Andrea H. Wiggins, Clerk to the Board  
J. Rives Manning, Vice Chairman, Halifax County Board of Commissioners

**Halifax County Economic Development Commission**

260 Premier Boulevard • Roanoke Rapids, NC 27870  
Phone (252) 519-2630 • E-mail: [cathyscott@halifaxdevelopment.com](mailto:cathyscott@halifaxdevelopment.com)  
Website: [www.HalifaxDevelopment.com](http://www.HalifaxDevelopment.com) • [www.HalifaxCorporatePark.com](http://www.HalifaxCorporatePark.com)

## Adult Care Home Advisory Committee

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<b>5</b>	<b>Prudence</b> <i>Littleton</i>	<b>Boseman</b>	Member <i>White Female</i>	2/1/2016 through 6/30/2018 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
<b>4</b>	<b>Ozie</b> <i>Weldon</i>	<b>Ruffin</b>	Member <i>Black Female</i>	7/1/2015 through 6/30/2018 <i>Term Number: 5</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
<b>3</b>	<b>Fred</b> <i>Roanoke Rapids</i>	<b>Brown</b>	Member <i>Black Male</i>	7/1/2016 through 6/30/2019 <i>Term Number: 6</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
<b>2</b>	<b>Alberta</b> <i>Weldon</i>	<b>Greene</b>	Member <i>Black Female</i>	7/1/2016 through 6/30/2019 <i>Term Number: 6</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
<b>1</b>	<b>Hattie</b> <i>Scotland Neck</i>	<b>Staton</b>	Member <i>Black Female</i>	7/1/2017 through 6/30/2020 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>

## EMS Advisory Committee

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<b>5</b>	<b>John Patrick Staton (vacant)</b> <i>Scotland Neck</i>	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>
<b>6</b>	<b>Linwood Letchworth, Jr.</b> <i>Scotland Neck</i>	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>
<b>7</b>	<b>Ronald Locke (vacant)</b> <i>Enfield</i>	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>
<b>9</b>	<b>Janice Hales</b> <i>Roanoke Rapids</i>	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>
<b>3</b>	<b>Terry Newsom</b> <i>Littleton</i>	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>
<b>8</b>	<b>Sandra Showalter</b> <i>Roanoke Rapids</i>	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>
<b>1</b>	<b>Mildred Dotson</b> <i>Littleton</i>	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>
<b>4</b>	<b>Kenneth Smith (vacant)</b> <i>Roanoke Rapids</i>	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>
<b>2</b>	<b>Suzanne Whiddon</b> <i>Roanoke Rapids</i>	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

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<b>1</b>	<b>Dean Smith (vacant)</b> <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>
<b>3</b>	<b>Marcelle Smith</b> <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>
<b>2</b>	<b>Regina Dickens</b> <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 Community College Board of Trustees

<b>6</b>	<b>Donna Clements</b> <i>Roanoke Rapids</i>	Member <i>White Female</i>	8/19/2013 through 6/30/2017 <i>Term Number: 0</i>	<i>Appointed by: Governor</i> <i>Eligible for reappointment? Yes</i>
<b>3</b>	<b>John Smith</b> <i>Scotland Neck</i>	Member <i>Black Male</i>	8/15/2013 through 6/30/2017 <i>Term Number: 0</i>	<i>Appointed by: Boards of Education</i> <i>Eligible for reappointment? Yes</i>
<b>2</b>	<b>Bettie Cofield</b> <i>Weldon</i>	Member <i>Black Female</i>	7/1/2014 through 6/30/2018 <i>Term Number: 2</i>	<i>Appointed by: Weldon City Board of Education</i> <i>Eligible for reappointment? No</i>
<b>12</b>	<b>Stanley Edwards</b> <i>Weldon</i>	Member <i>Black Male</i>	7/1/2014 through 6/30/2018 <i>Term Number: 4</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
<b>4</b>	<b>Sammy Webb</b> <i>Roanoke Rapids</i>	Member <i>Black Male</i>	7/1/2014 through 6/30/2018 <i>Term Number: 1</i>	<i>Appointed by: Governor</i> <i>Eligible for reappointment? Yes</i>
<b>7</b>	<b>J. Deans Eatman</b> <i>Roanoke Rapids</i>	Member <i>White Male</i>	7/1/2015 through 6/30/2019 <i>Term Number: 1</i>	<i>Appointed by: RRGSD Board of Education</i> <i>Eligible for reappointment? Yes</i>
<b>9</b>	<b>Michael Mills</b> <i>Hollister</i>	Member <i>Indian Male</i>	3/6/2017 through 6/30/2019 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
<b>1</b>	<b>Bryon Waters</b> <i>Littleton</i>	Member <i>White Male</i>	12/5/2016 through 6/30/2019 <i>Term Number: 0</i>	<i>Appointed by: Governor</i> <i>Eligible for reappointment? Yes</i>
<b>10</b>	<b>Michael G. Felt</b> <i>Roanoke Rapids</i>	Member <i>White Male</i>	7/1/2016 through 6/30/2020 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
<b>8</b>	<b>Robert Partin</b> <i>Scotland Neck</i>	Member <i>White Male</i>	7/1/2016 through 6/30/2020 <i>Term Number: 1</i>	<i>Appointed by: Governor</i> <i>Eligible for reappointment? Yes</i>
<b>5</b>	<b>Ruel Solomon</b> <i>Enfield</i>	Member <i>Black Male</i>	7/1/2016 through 6/30/2020 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Board of Education</i> <i>Eligible for reappointment? Yes</i>
<b>11</b>	<b>Marie Robinson</b> <i>Littleton</i>	Member <i>Black Female</i>	7/1/2017 through 6/30/2021 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>

## Halifax County Council on Aging

12	Carolyn Littleton	Johnson	County Commissioner Black Female	through Term Number:	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
11	Greg Roanoke Rapids	Browning	Member Black Male	7/1/2015 through 6/30/2018 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>No</b>
13	Undine Roanoke Rapids	Garner	Member White Female	7/1/2015 through 6/30/2018 Term Number: 5	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>No</b>
14	Marion Littleton	Lewis	Member Black Female	7/1/2015 through 6/30/2018 Term Number: 6	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>No</b>
3	Ernestine Scotland Neck	Ware	Member Black Female	7/1/2015 through 6/30/2018 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
15	Belinda Halifax	Belfield	Member Black Female	7/1/2016 through 6/30/2019 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
10	Jennifer Enfield	Cooper	Member Other Female	7/1/2016 through 6/30/2019 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
4	Katherine Halifax	Lee	Member Black Female	7/1/2016 through 6/30/2019 Term Number: 8	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>No</b>
7	Tillman Roanoke Rapids	Long	Member White Male	7/1/2016 through 6/30/2019 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
8	Sandra Roanoke Rapids	Rosser	Member Black Female	7/1/2016 through 6/30/2019 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>No</b>
1	James Richard Scott Scotland Neck		Member White Male	7/1/2016 through 6/30/2019 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
6	Gladys Halifax	Walden	Member Black Female	7/1/2016 through 6/30/2019 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
5	Brenda Roanoke Rapids	Ausby	Member Black Female	7/1/2017 through 6/30/2020 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>No</b>
2	Helen Roanoke Rapids	Bush	Member White Female	7/1/2017 through 6/30/2020 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
16	James Halifax	Walden	Member Black Male	7/1/2017 through 6/30/2020 Term Number: 5	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>No</b>
9	Gail Roanoke Rapids	Walker	Member White Female	7/1/2017 through 6/30/2020 Term Number: 8	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>No</b>



## Library Board

<b>6</b>	<b>Robert Alexander</b> <i>Scotland Neck</i>	Scotland Neck Library Branch <i>White Male</i>	7/5/2016 through 6/30/2018 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
<b>7</b>	<b>Tessie Hofmann-Brady</b> <i>Weldon</i>	Weldon Library Branch <i>White Female</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>
<b>5</b>	<b>C. K. Wilson</b> <i>Roanoke Rapids</i>	Member <i>White Male</i>	7/1/2015 through 6/30/2018 <i>Term Number: 4</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
<b>2</b>	<b>Margaret Phillips</b> <i>Halifax</i>	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>
<b>1</b>	<b>Marie Robinson</b> <i>Littleton</i>	Member <i>Black 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>
<b>8</b>	<b>Judy Whitaker</b> <i>Enfield</i>	Enfield Library Branch <i>Black 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>
<b>3</b>	<b>Betty Freuler</b> <i>Littleton</i>	Littleton Library Branch <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>
<b>4</b>	<b>Delores Harvey-Amason</b> <i>Halifax</i>	Member <i>Black 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>

## Nursing Home Advisory Committee

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<b>5</b>	<b>Carolyn</b> <i>Littleton</i>	<b>Johnson</b>	Ex-Officio <i>Black Female</i>		through <i>Term Number:</i>	<i>Appointed by:</i> Halifax County Commissioners <i>Eligible for reappointment?</i> <b>Yes</b>
<b>3</b>	<b>Delores</b> <i>Enfield</i>	<b>McGriff (vacant)</b>	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> <b>Yes</b>
<b>1</b>	<b>Nannie</b> <i>Hollister</i>	<b>Lynch (vacant)</b>	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> <b>No</b>
<b>7</b>	<b>Hattie</b> <i>Roanoke Rapids</i>	<b>Squire (Vacant)</b>	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> <b>No</b>
<b>6</b>	<b>Prudence</b> <i>Littleton</i>	<b>Boseman</b>	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> <b>Yes</b>
<b>2</b>	<b>Clarence</b> <i>Scotland Neck</i>	<b>Pender</b>	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> <b>Yes</b>
<b>4</b>	<b>Isabelle</b> <i>Scotland Neck</i>	<b>Pender</b>	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> <b>Yes</b>

## Regional Aging Advisory Council

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2	<b>Rose Battle</b> <i>Rocky Mount</i>	Ex-Officio (Aging Director) <i>Black Female</i>	through <i>Term Number:</i>	<i>Appointed by:</i> Halifax County Commissioners <i>Eligible for reappointment?</i> <b>Yes</b>
7	<b>William Mueller</b> <i>Roanoke Rapids</i>	Ex-Officio (NC Senior Tar Heel) <i>White Male</i>	through <i>Term Number:</i>	<i>Appointed by:</i> Halifax County Commissioners <i>Eligible for reappointment?</i> <b>Yes</b>
6	<b>Fred Brown</b> <i>Roanoke Rapids</i>	Member <i>Black Male</i>	7/1/2016 through 6/30/2018 <i>Term Number: 5</i>	<i>Appointed by:</i> Halifax County Commissioners <i>Eligible for reappointment?</i> <b>Yes</b>
3	<b>James Richard Scott</b> <i>Scotland Neck</i>	Member <i>White Male</i>	11/7/2016 through 6/30/2018 <i>Term Number: 0</i>	<i>Appointed by:</i> Halifax County Commissioners <i>Eligible for reappointment?</i> <b>Yes</b>

## Upper Coastal Plain Board of Directors

<b>3</b>	<b>Tony</b> <i>Halifax</i>	<b>Brown</b>	County Manager <i>Black Male</i>	7/1/2016 through 6/30/2018 <i>Term Number: 5</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
<b>2</b>	<b>Ian</b> <i>Halifax</i>	<b>Bumgarner</b>	Alternate Member <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>
<b>6</b>	<b>Dia</b> <i>Halifax</i>	<b>Denton</b>	Alternate Member <i>White Female</i>	7/1/2016 through 6/30/2018 <i>Term Number: 3</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
<b>4</b>	<b>Norian</b> <i>Roanoke Rapids</i>	<b>Graves</b>	At-Large/Private Sector <i>Black Male</i>	7/1/2016 through 6/30/2018 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
<b>1</b>	<b>Barbara</b> <i>Enfield</i>	<b>Simmons</b>	At-Large/Private Sector <i>Black Female</i>	1/2/2018 through 6/30/2018 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
<b>5</b>	<b>Marcelle</b> <i>Scotland Neck</i>	<b>Smith</b>	Elected Official <i>Black Male</i>	7/1/2016 through 6/30/2018 <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, Economic Development Report

**PRESENTER:** Cathy A. Scott, Economic Development Report

**SUBJECT:** Economic Development Report

**DATE:** May 7, 2018 Regular Meeting

---

**SUPPORTING INFORMATION:**

Attached, please find the Economic Development Report.

**ATTACHMENTS:**

Description

- ▢ Cathy A. Scott, Economic Development Report

---

**TOTAL COST:**

**COUNTY COST:**

---

**REQUEST:**

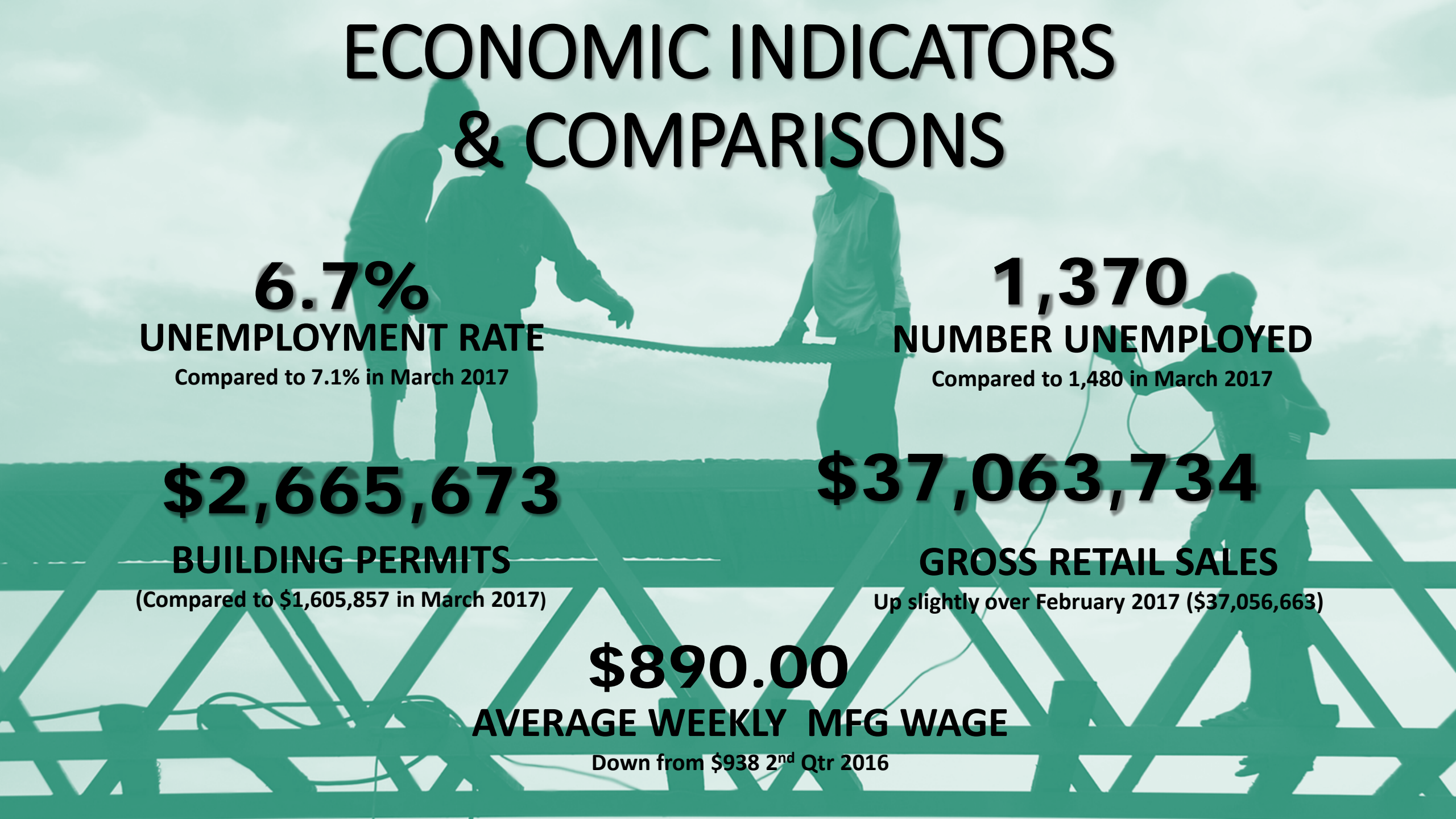
# ECONOMIC DEVELOPMENT UPDATE

---



HALIFAX COUNTY BOARD OF COMMISSIONERS  
MAY 7, 2018

# ECONOMIC INDICATORS & COMPARISONS

The background of the slide features a teal-tinted photograph of three construction workers on a bridge. One worker on the left is using a chainsaw, another in the center is holding a long cable, and a third on the right is using a power tool. They are silhouetted against a bright, cloudy sky.

**6.7%**

**UNEMPLOYMENT RATE**

Compared to 7.1% in March 2017

**1,370**

**NUMBER UNEMPLOYED**

Compared to 1,480 in March 2017

**\$2,665,673**

**BUILDING PERMITS**

(Compared to \$1,605,857 in March 2017)

**\$37,063,734**

**GROSS RETAIL SALES**

Up slightly over February 2017 (\$37,056,663)

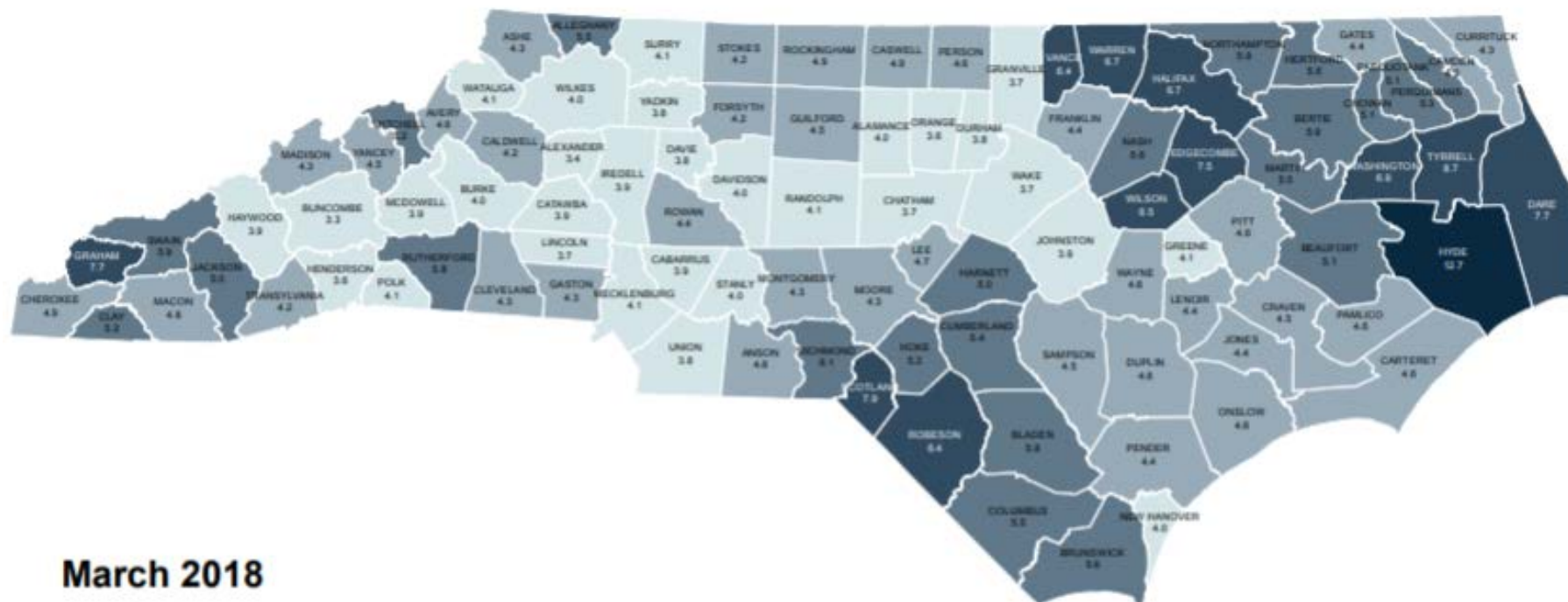
**\$890.00**

**AVERAGE WEEKLY MFG WAGE**

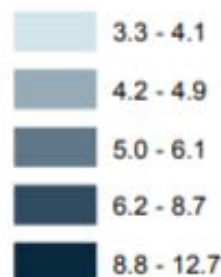
Down from \$938 2<sup>nd</sup> Qtr 2016

# North Carolina Unemployment Rates by County

## March 2018



March 2018



- ^ 0 Counties Higher Than Previous Month
- v 100 Counties Lower Than Previous Month
- = 0 Counties Same as Previous Month

North Carolina Rate 4.3%  
Not Seasonally Adjusted



## Job Openings Table



The table below shows the number of job openings advertised online and advertised salary data in Halifax County in April, 2018 (Jobs De-duplication Level 2).

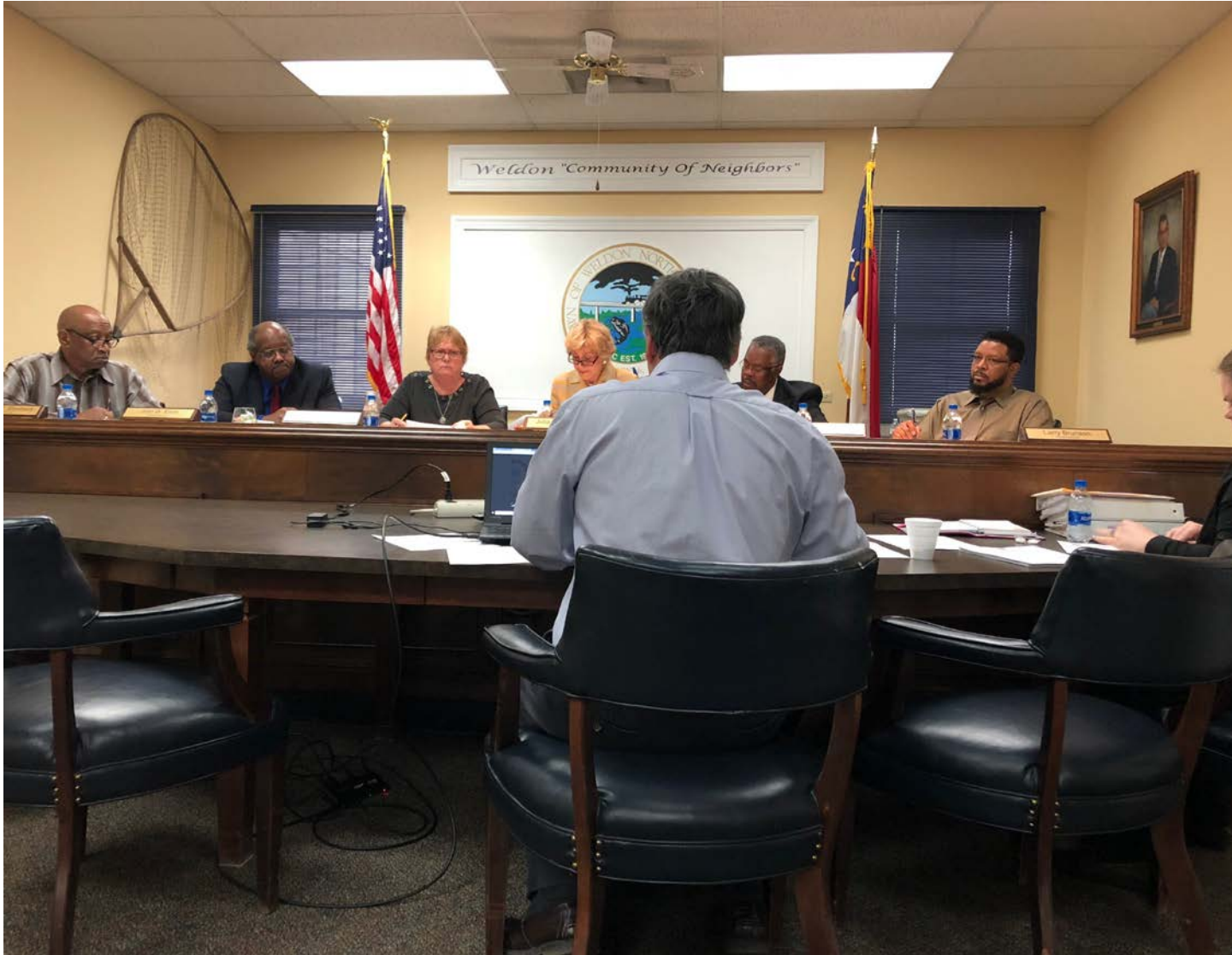
Job Openings	Mean (Average) Wage	% Openings with Wage
705	\$35,002	13%

Source: Online advertised jobs data

 [Export](#)

 [Print](#)

# ADVERTISED JOB OPENINGS - 705



# WELDON TOWN BOARD

---

Economic overview to Weldon  
Town Board

New Board members energized to  
make a difference



# SOLAR CERTIFICATION “GRADUATION”

---

97 individuals graduated from the inaugural Solar Construction Class of 2018

“Certified” as job-ready to work in solar facility construction

Collaboration between NCWorks, Halifax Community College, and the Center for Energy Education

# NC ENERGY CONFERENCE

---

Over 800 attendees

Largest gathering of renewable  
energy experts in North Carolina

Future focus: change power grid  
connections, explore community  
solar and look into power storage

Participated in Land Use Panel







# ACP OPEN HOUSE & JOB FAIR

---

Atlantic Coast Pipeline partners in attendance at Open House

Major contractor, Price Gregory, plans to mobilize in Halifax County by mid-May

“Home base” will be at property adjacent to Enfield Timber

100 site RV Park near Enfield Timber approved by Board of Adjustment earlier this month



# ACP REGIONAL OFFICE GROUNDBREAKING

---



# SCOTLAND NECK BUSINESS ASSOCIATION

---





# GOLDEN LEAF COMMUNITY-BASED GRANTS INITIATIVE

---

Bi-monthly meetings

Robust discussions on issues and opportunities

Diverse team members representing health, education, economic development, workforce development, municipalities, and agriculture





# HCC Small Business Appreciation Event

---

April 26, 2018



# NC OPEN BROADBAND

NC ❤️ Gigabit Summit on April 20

Creative partnership opportunities to increase broadband access for rural areas

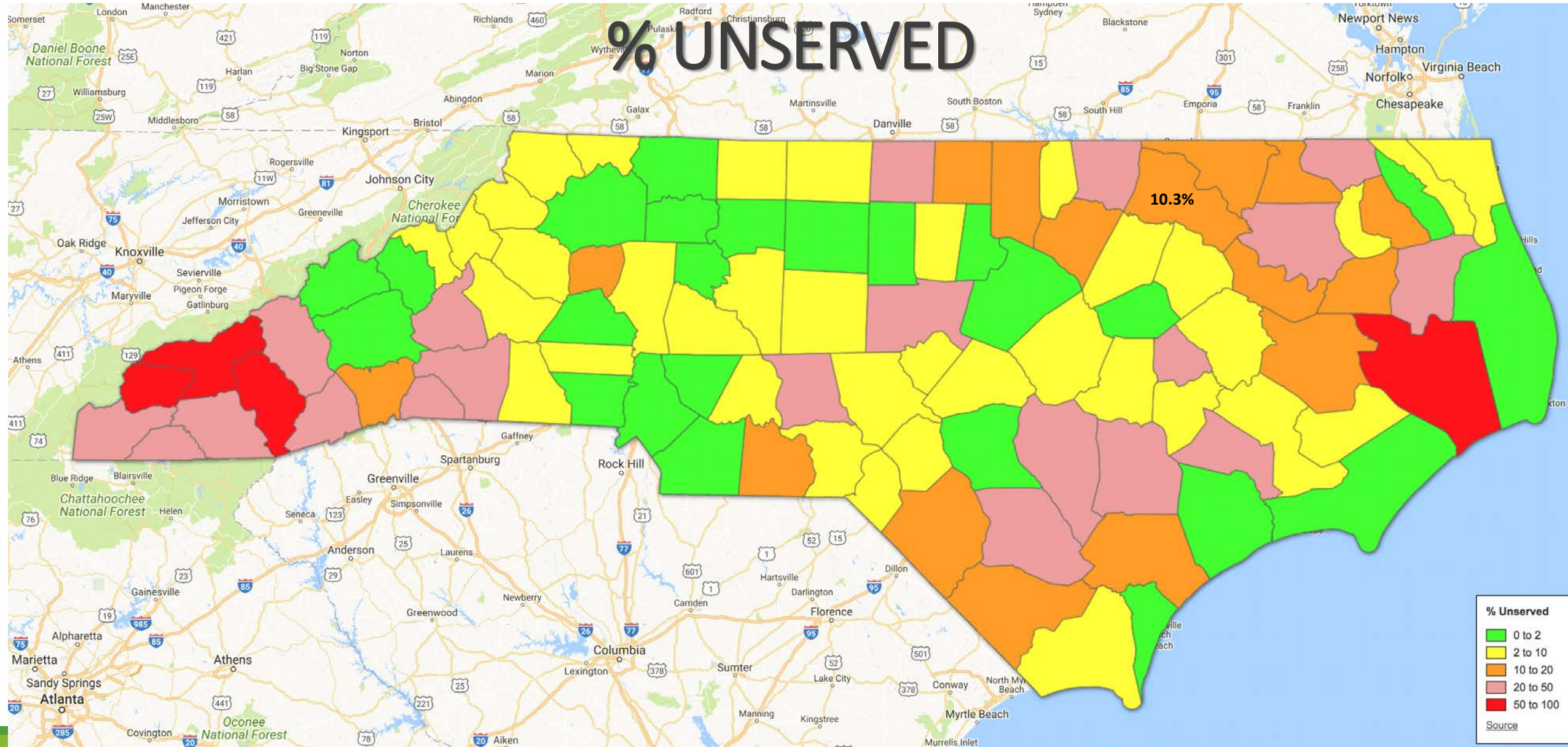
Governor Cooper will include \$20 million in his budget for Broadband expansion

Cell towers, water towers, tall building structures are critical assets that should not be undersold

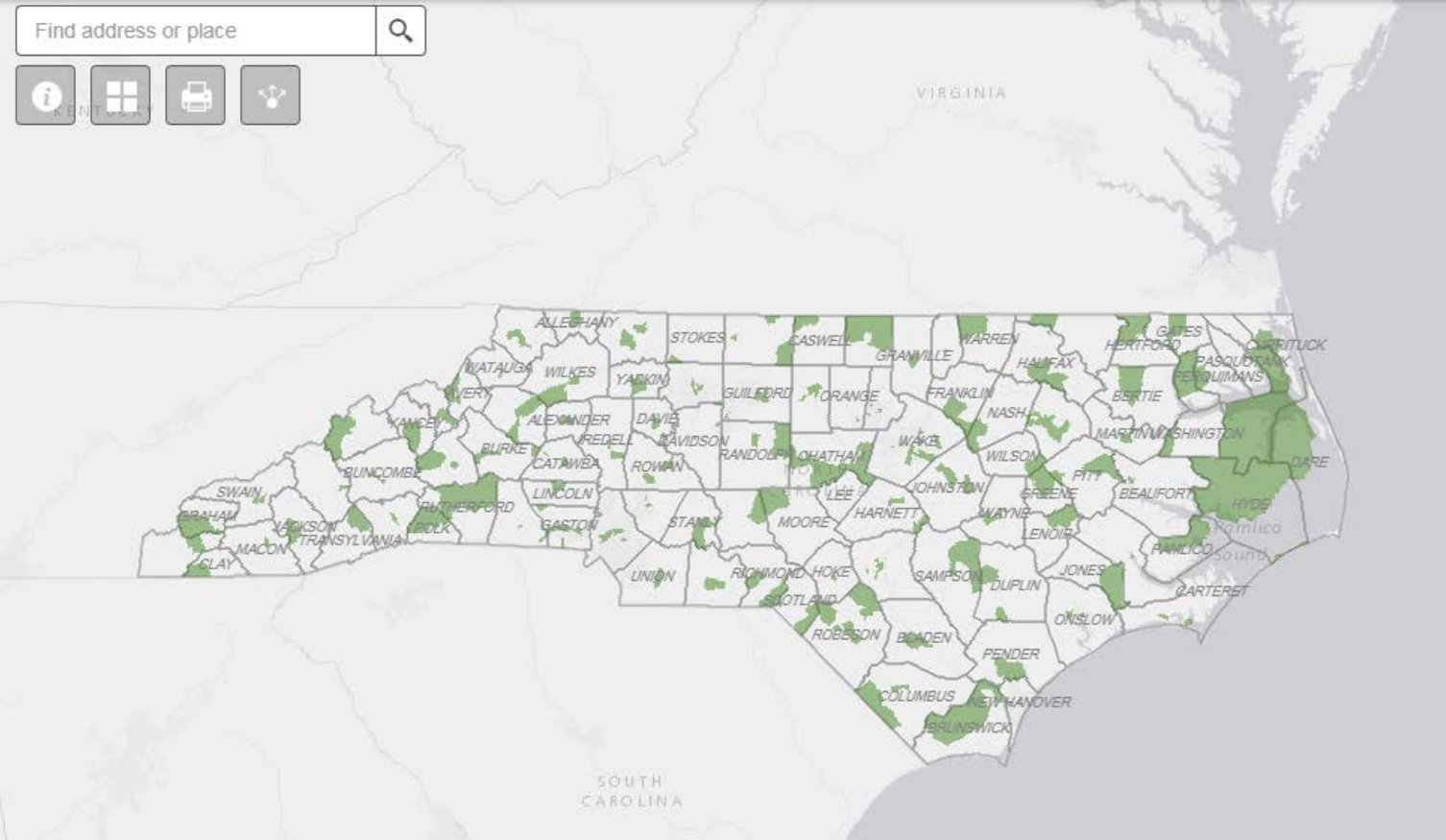


# BROADBAND AVAILABILITY BY COUNTY

## % UNSERVED



## POTENTIAL N.C. OPPORTUNITY ZONES (pending federal certification)

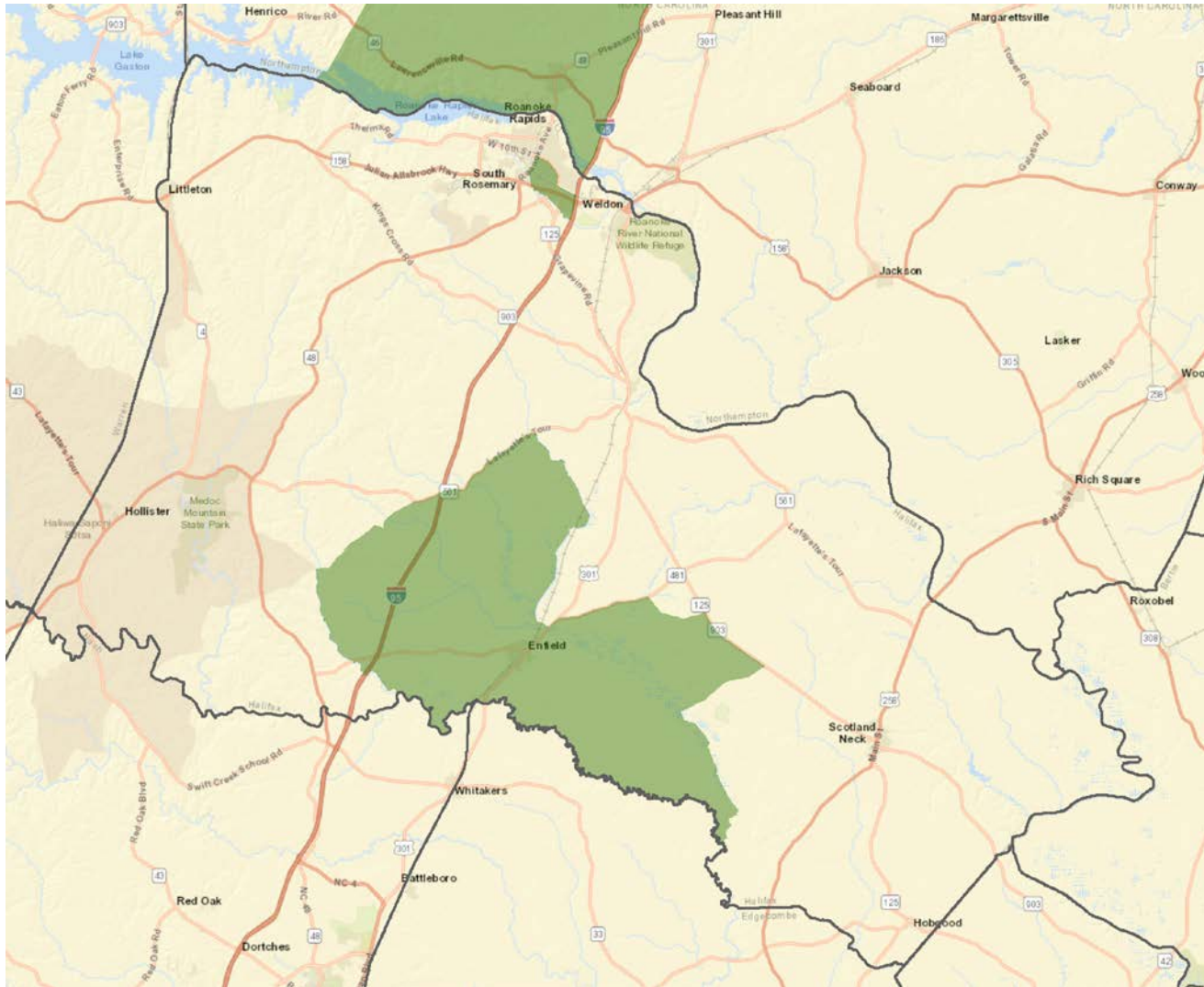


# OPPORTUNITY ZONE UPDATE

Governor submitted recommendations to US Treasury on April 20

“Opportunity for all” rationale in recommendations





TWO  
TRACTS  
SELECTED  
BY NC



# AMTRAK STATION INITIATIVE

SPOT 5.0 RATING – PEANUT BELT RPO  
MEETING WITH NCDOT, CSX, AMTRAK IN MAY

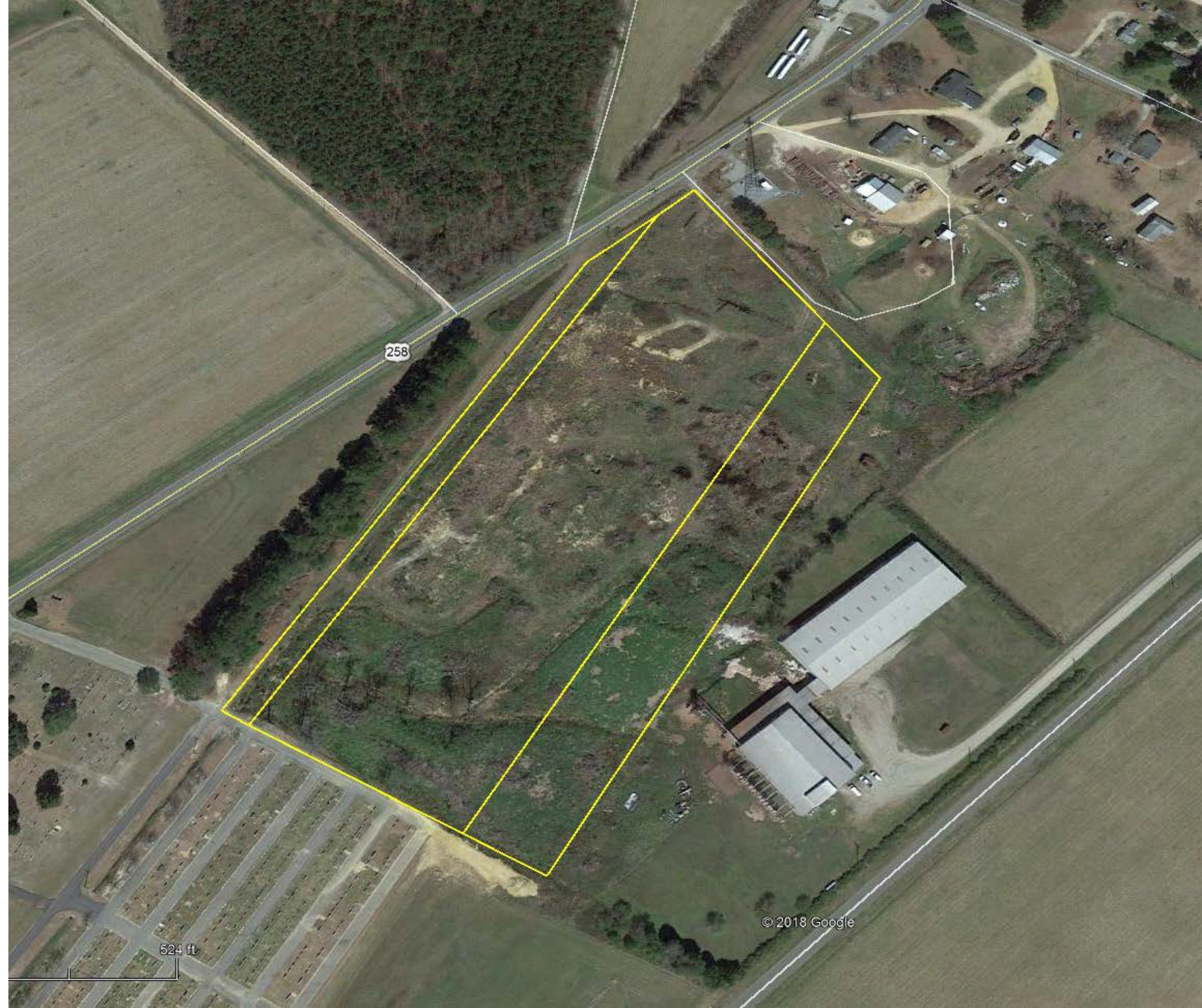


# SCOTLAND NECK BUSINESS PARK

Former Beasley Lumber site,  
NC Highway 258

Working with property  
owner, realty and others to  
develop as commercial  
business park (2 to 5 acre  
tracts)

Metal fabrication company is  
purchasing first two acres







# BUILDINGS & SITES PORTFOLIO

---

Continuing efforts to validate available buildings and sites for our communities

Latest addition – Vito's Restaurant location in Enfield





# FLAMBEAU BUILDING

---

Additional environmental testing revealed no issues in soils under concrete in Machine Shop Area

Groundwater contamination (PCE) detected just above state limits

Engineer identifies the site as “low risk”

Company is finalizing negotiations with Flambeau



# KLAUSNER LUMBER TWO

---

Klausner continues adding employees (47)

Major meeting today (May 7<sup>th</sup>) with corporate officials and architect, equipment installers

Substation at property under expansion for Dominion-South Justice Project





# PATTON MECHANICAL

---

Grand opening in late May  
or early June

Company expects to have 16  
employees



# DOLLAR GENERAL HALIFAX

---

**Grand Opening  
Saturday, April 28**



# CLIENT ACTIVITY

---

## NEW PROJECT INQUIRIES

Project Grand

Project Herrin

Project Can

Project Door Prize

Project Compost

Project Rich

## CLIENT VISITS & ACTIVITY

Project Castle

Project Ruther

Project Brew

Project Can

Project Herrin

Project Grand

---

# HCEDC ACTIVITIES

Continued work with NCDEQ on Westpoint/Sonrise “Ready for Reuse” designation

- Clearance for all underground tanks at the site

Rural Ready Sites Program

Small Business/Entrepreneurial Development Pilot Program

Site & Building Development with municipalities

Economic Development Strategic Planning



## **Halifax County Economic Development Commission**

260 Premier Boulevard

Roanoke Rapids, NC 27870

Phone: 252-519-2630

E-Mail: [cathyscott@halifaxdevelopment.com](mailto:cathyscott@halifaxdevelopment.com)

Websites:     [www.HalifaxDevelopment.com](http://www.HalifaxDevelopment.com)  
                  [www.HalifaxCorporatePark.com](http://www.HalifaxCorporatePark.com)



**AGENDA**  
**Halifax County Board of Commissioners**  
**Regular Meeting**

**TO:** Halifax County Board of Commissioners

**FROM:** J. Michael Scott, Progressive Resources and Opportunities

**PRESENTER:** J. Michael Scott, Progressive Resources and Opportunities

**SUBJECT:** 2013 CDBG Infrastructure Grant - Fair Housing Assessment

**DATE:** May 7, 2018 Regular Meeting

---

**SUPPORTING INFORMATION:**

Attached, please find a letter of request regarding the 2013 CDBG Infrastructure Grant - Fair Housing Assessment for your review and approval.

**ATTACHMENTS:**

Description

▢ Letter of Request

---

**TOTAL COST:**

**COUNTY COST:**

---

**REQUEST:** Approve the 2013 CDBG Infrastructure Grant - Fair Housing Assessment.





**To:** Vernon J. Bryant, Chairman  
**From:** J. Michael Scott, Grant Administrator  
**Date:** April 30, 2018  
**Subject:** Halifax County Fair Housing Assessment

A requirement of Halifax County's 2013 CDBG-Infrastructure grant was to conduct an Assessment of Fair Housing in Halifax County. This assessment has been completed using the guidelines provided by the U.S. Department of Housing and Urban Development (HUD) and the NC Division of Environmental Quality (DEQ).

Included in this assessment is a current demographic profile for Halifax County, as well as a presentation of housing costs and conditions. A particular emphasis was placed on housing costs as they relate to lower household income families.

Below are some of the factors affecting households in Halifax County as it relates to the local economy, availability of fair housing, as well as they're overall economic well-being.

1. Slow population growth – decrease of 3.4% from 2010 (54,691 population in 2010; 52,849 in 2016)
2. Persons below poverty level – 26.8% (2012-2016)
3. Unemployment Rate – 11.6% (Avg. 2012-2016)
4. Median Household Income – \$32,548 (2012-2016)
5. Per capita Income - \$20,134 (2012-2016)
6. Aging Housing Stock – 11,702 units (54.8% of total constructed prior to 1960)
7. 28.5% of owner-occupied housing units with a mortgage monthly housing costs exceeds 30% of monthly income
8. 49% of tenant-occupied housing units monthly housing cost exceeds 30% of monthly income

Also included in the preparation of the fair housing assessment was an effort to solicit information from local residents and businesses regarding their knowledge of fair housing laws, as well as their perception of the availability of fair housing in Halifax County. Surveys were mailed to over 60 real estate firms, private and public housing providers and banks with eight responses. Further, the County Manager's office posted a survey on the County's website. There were 21 participants in this survey. Finally, the County sponsored a booth at the 2018 Senior Expo held on April 26, 2018 at the Kirkwood Adams Civic Center. Over 200 Fair Housing booklets and informational pieces were distributed at this event and a fair housing survey was also made available for participants. Thirty-two surveys were completed by attendees.

While responses to the surveys did not indicate any actual fair housing discriminatory activity, it is clear that the County's continued emphasis on educating the public and housing service providers about Fair Housing and its positive impact on county residents should remain a priority.

Upon the Board of Commissioner's review and discussion, your approval and acceptance of the 2018 Assessment of Fair Housing is requested. The final document will be provided to DEQ for their acceptance. I will be in attendance at your May 7, 2018 meeting to answer any questions.



Community & Economic

Development Project Planning

Grantwriting

& Grant Administration

328 Hamilton Street

Roanoke Rapids, NC 27870

252-537-9050 (phone)

252-505-0258 (fax)



**AGENDA**  
**Halifax County Board of Commissioners**  
**Regular Meeting**

**TO:** Halifax County Board of Commissioners

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

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

**SUBJECT:** Request for Drainage Easement from N. C. Department of Transportation

**DATE:** May 7, 2018 Regular Meeting

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**SUPPORTING INFORMATION:**

DOT is about to go out for bids on improvements to the bridge over Quankey Creek where it crosses Aurelian Springs Road just north of NC Hwy 903. As part of the project, DOT has requested a permanent drainage easement from the county over a 15 ft x 20 ft tract of land (0.007 acre). The proposed Drainage Easement document and the DOT plat (showing the parcel of land shaded in blue) are attached. The easement area is part of a larger tract of land that is behind Reser's Fine Foods.

**ATTACHMENTS:**

Description

- ▣ Drainage Easement
- ▣ DOT plat

---

**TOTAL COST:-0-**

**COUNTY COST:-0-**

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**REQUEST:** Approval of the requested grant of Drainage Easement to the NCDOT, with authority for the Chairman and Clerk to execute the necessary conveyance documents.

Revenue Stamps \$ -0-

DRAINAGE EASEMENT

THIS INSTRUMENT DRAWN BY Robert Stewart Tyler CHECKED BY Oscar Taylor

Return to: Lloyd Johnston, Jr.  
NCDOT  
PO Box 3165  
Wilson, NC 27895

NORTH CAROLINA  
COUNTY OF Halifax  
TAX PARCEL 0500747

TIP/PARCEL NUMBER: 042SR1600/001  
WBS ELEMENT: 17BP.4.R.83  
ROUTE: SR1600 (Aurelian Springs Rd)

THIS EASEMENT, made and entered into this the \_\_\_\_\_ day of \_\_\_\_\_ 20 18  
by and between Halifax County  
PO Box 677  
Halifax, NC 27839

hereinafter referred to as GRANTORS, and the Department of Transportation, an agency of the State of North Carolina, 1546 Mail Service Center, Raleigh, NC 27611, hereinafter referred to as the Department;

WITNESSETH

THAT WHEREAS, the DEPARTMENT desires to construct and maintain a drainage facility through and across the property of GRANTORS,

AND WHEREAS, GRANTORS, recognizing the benefits accruing to their said property through the construction and maintenance by the DEPARTMENT of roads and highways upon or in the vicinity of said property of GRANTORS,

NOW, THEREFORE, in consideration of said benefits, and further consideration of \$ 10.00 and other valuable considerations, GRANTORS hereby release the DEPARTMENT, its successors and assigns, from any and all claims for damages by reason of the construction and maintenance of said drainage facility across and through the lands of GRANTORS, and GRANTORS hereby give, grant, bargain, sell and convey unto the DEPARTMENT, its successors, and assigns, an easement for the construction and maintenance of a drainage facility across and through the property of GRANTORS located in Faucett Township, Halifax County, and being more fully described in a deed recorded in Book 2024, Page 644, Wayne County Registry, said easement being described as follows:

Point of beginning being N 29°1'2.1" E, 76.158 feet from -L- Sta 14+00 thence to a point on a bearing of N 37°47'3.0" W 15.000 feet thence to a point on a bearing of S 52°12'57.0" W 20.000 feet thence to a point on a bearing of S 37°47'3.0" E 15.000 feet thence to a point on a bearing of N 52°12'57.0" E 20.000 feet returning to the point and place of beginning. Having an area of 300.000 Sqr feet being 0.007 acres.

The final right of way plans showing the above described area are to be certified and recorded in the Office of the Register of Deeds for said county pursuant to N.C.G.S. 136-19.4, reference to which plans is hereby made for purposes of further description and for greater certainty.

Said Permanent Drainage easement in perpetuity is for the installation and maintenance of drainage facilities, and for all purposes for which the DEPARTMENT is authorized by law to subject same. The Department and its agents or assigns shall have the right to construct and maintain in a proper manner in, upon and through said premises a drainage facility with all necessary pipes, poles and appurtenances, together with the right at all times to enter said premises for the purpose of inspecting said drainage facility and making all necessary repairs and alterations thereon; together with the right to cut away and keep clear of said drainage facility all trees and other obstructions that may in any way endanger or interfere with the proper maintenance and operation of the same with the right at all times of ingress, egress and regress.

It is understood and agreed that the Department shall have the right to construct and maintain the cut and/or fill slopes in the above-described permanent drainage easement area(s). It is further understood and agreed that Permanent Drainage shall be used by the Department for additional working area during the above described project.

IN ADDITION, and for the aforesated consideration, the GRANTORS further hereby convey to the DEPARTMENT, its successors and assigns the following described areas and interests:

NONE

This EASEMENT is subject to the following provisions only:

NONE

There are no conditions to this EASEMENT not expressed herein.

To HAVE AND TO HOLD said perpetual easement for highway purposes unto the DEPARTMENT, its successors and assigns, and the GRANTORS, for themselves, their heirs, successors, executors and assigns, hereby warrant and covenant that they are the sole owners of the property; that they solely have the right to grant the easement; and that they will forever warrant and defend title to the same against the lawful claims of all persons whomsoever;

The Grantors acknowledge that the project plans for Project # 17BP.4.R.83 have been made available to them. The Grantors further acknowledge that the consideration stated herein is full and just compensation pursuant to Article 9, Chapter 136 of the North Carolina General Statutes for the acquisition of the said interests and areas by the Department of Transportation and for any and all damages to the value of their remaining property; for any and all claims for interest and costs; for any and all damages caused by the acquisition for the construction of Department of Transportation Project # 17BP.4.R.83, Halifax County, and for the past and future use of said areas by the Department of Transportation, its successors and assigns for all purposes for which the said Department is authorized by law to subject the same.

COUNTY: HALIFAX WBS ELEMENT: 17BP.4.R.83 TIP/PARCEL NO.: 042SR1600/001

IN WITNESS WHEREOF, the Grantors have hereunto set their hands and seals (or if corporate, has caused this instrument to be signed in its corporate name by its duly authorized officers and its seal to be hereunto affixed by authority of its Board of Directors) the day and year first above written.

This instrument does not transfer the herein described interests unless and until this document is accepted by an authorized agent of the Department of Transportation.

\_\_\_\_\_ (SEAL) \_\_\_\_\_ (SEAL)

ACCEPTED FOR THE DEPARTMENT OF TRANSPORTATION BY: \_\_\_\_\_

(Official Seal)	North Carolina, _____ County
	I, _____, a Notary Public for _____ County, North Carolina, certify that
	_____ personally came before me this day and acknowledged that he/she is the CLERK of the _____ COUNTY BOARD OF COMMISSIONERS, and that
	by authority duly given, the foregoing instrument was signed in its name by its CHAIRMAN of the _____ COUNTY BOARD OF COMMISSIONERS, sealed with its corporate seal, and attested by _____ as its CLERK.
	Witness my hand and official seal this the _____ day of _____, 20 ____.
	_____ Notary Public
	My commission expires: _____



8/17/99

HALIFAX COUNTY  
DB 2024 PG 644

1

-L- PC Sta. 15+52.86

JAMES C. BRANCH, ET UX  
DB 1569 PG 71

-L- PCC Sta. 17+45.94

2

BRIDGE 410083

FINAL PLANS

DOCUMENT NOT CONSIDERED FINAL  
UNLESS ALL SIGNATURES COMPLETED

PROJECT REFERENCE NO.

17BP.4.R.83

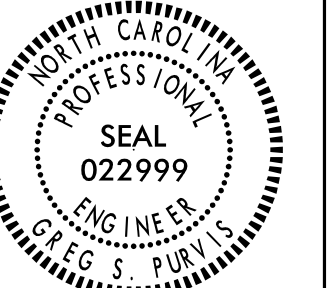
SHEET NO.

4

RW SHEET NO.

ROADWAY DESIGN  
ENGINEER

HYDRAULICS  
ENGINEER



1223 Jones Franklin Rd.  
Raleigh, N.C. 27606  
License No. F-0377  
Bus: 919 851 8077  
Fax: 919 851 8107

TRANSPORTATION PLANNING/DESIGN - BRIDGE/STRUCTURE DESIGN  
CIVIL/SITE DESIGN - GIS/GPS - CONSTRUCTION OBSERVATION

NOTE: SBG STA. 14+56 TO STA 14+69.94 -L- LT  
SBG STA. 15+74.06 TO STA 15+93 -L- LT

PDE 0.0067 AC (15' x 18')

CL B RIP RAP  
EST. RR 1 TONS  
EST GT 5 SY

ROCK PLATING  
SEE DETAIL

BEGIN  
SBG  
STA 14+56  
-L- LT

+50.00  
EX.RW,  
45' LT

15" W/  
2 ELBOWS  
SEE DETAIL B

+70.00  
EX.RW,  
45' LT

CL B RIP RAP  
EST. RR 2 TONS  
EST GT 7 SY

SEE  
DETAIL C

+28.00  
EX.RW,  
45' LT

SEE SHEET 2A-1 FOR ROCK  
PLATING & DRAINAGE DETAILS

EXISTING R/W  
TO NC 903  
N 52°12' 57.0" E

SR 1600 (AURELIAN SPRINGS RD) 24' PAVED ROADWAY

EXISTING R/W  
TO NC 125

SR 1600 (AURELIAN SPRINGS RD) 24' PAVED ROADWAY

EXISTING R/W  
TO NC 125

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TO NC 125

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EXISTING R/W  
TO NC 125

SR 1600 (AURELIAN SPRINGS RD) 24' PAVED ROADWAY

BEGIN NCDOT  
PROJECT 17BP.4.R.83  
-L- POT STA. 13+02.00

ROBERT T. OVERBY  
NO DEED REFERENCE  
05-E-179

BM2 ELEVATION = 119.42  
N 953557 E 2395784  
L STATION 16+21.92 187.94 RIGHT  
BENCH TIE NAIL SET IN 15" BIRCH

STA. 15+22 -L-  
SKEW = 90°  
C ELEV. = 124.16'  
1@55'; 1@25' 21" CORED SLAB  
W/ 2.5' CAPS

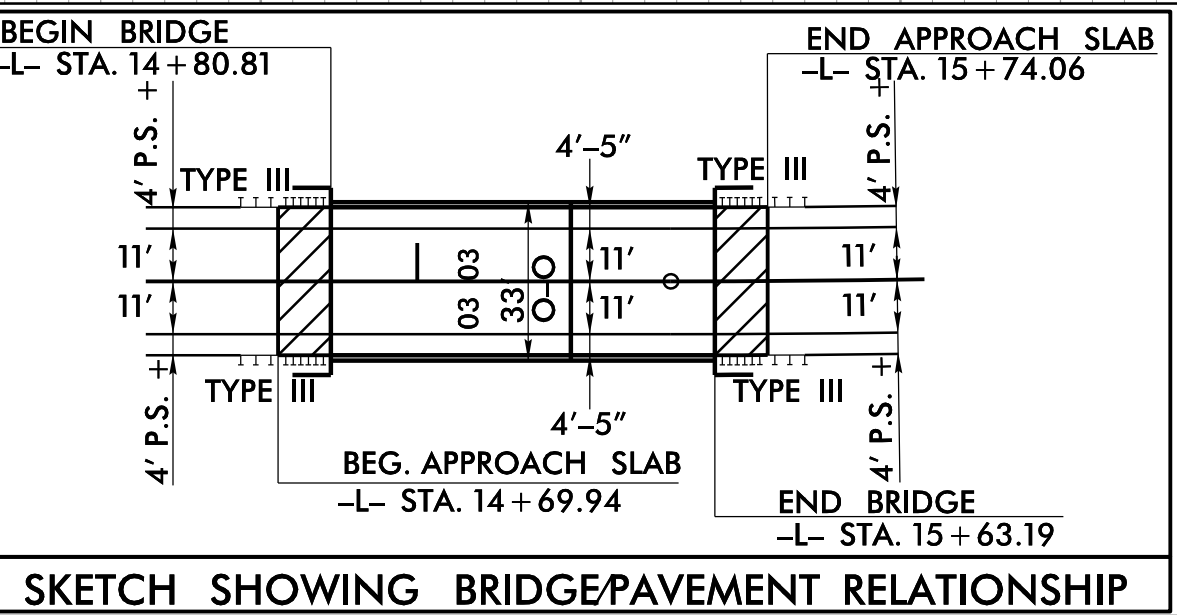
PI = 13+60.00  
EL = 123.03'  
VC = 90'  
K = 180  
DS=55 MPH+

PI = 15+22.00  
EL = 124.65'  
VC = 211'  
K = 114  
DS=55 MPH

PI = 17+00.00  
EL = 123.15'  
VC = 84'  
K = 121  
DS=55 MPH+

FERNARD PURNELL  
DB 2058 PG 293  
PB 9 PG 4

SEE SHEET S-1 THRU S-18 FOR STRUCTURE PLANS



BRIDGE HYDRAULIC DATA		
DESIGN DISCHARGE	= 1300	CFS
DESIGN FREQUENCY	= 25	YRS
DESIGN HW ELEVATION	= 120.2	FT
BASE DISCHARGE	= 2000	CFS
BASE FREQUENCY	= 100	YRS
BASE HW ELEVATION	= 121.9	FT
OVERTOPPING DISCHARGE	= 2800+	CFS
OVERTOPPING FREQUENCY	= 500 +	YRS
OVERTOPPING ELEVATION	= 122.6	FT
DATE OF SURVEY	= 3-8-2017	
W.S.ELEVATION AT DATE OF SURVEY	= 118.6	FT

3/2/2018 4:10083.rdy psh.dgn  
115816kennedi



**AGENDA**  
**Halifax County Board of Commissioners**  
**Regular Meeting**

**TO:** Halifax County Board of Commissioners

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

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

**SUBJECT:** Our Community Hospital, Inc. - Agreement Regarding Tax District Revenues

**DATE:** May 7, 2018 Regular Meeting

---

**SUPPORTING INFORMATION:**

Our Community Hospital ("OCH") closed permanently on December 31, 2017. The hospital had been financially supported by a district property tax in Palmyra, Roseneath, Scotland Neck and Conoconara Townships since the early 1960's. No district tax levy will be included in the FY 18-19 budget ordinance. However, motor vehicle property taxes (under the "tax and tag" system) continue to be collected until the end of this fiscal year, and delinquent property taxes in the hospital district will continue to be collected until the lien for those taxes fully expire over the next 10 years. In addition, sales and use taxes will continue to accrue to the hospital district for about one more year under the ad valorem sales tax distribution method. These revenues can only be used to support hospital operations. Therefore, staff has developed a proposed agreement between the County and OCH regarding the use of post-closure district tax receipts to help cover pre-closure hospital expenses and obligations. A copy of the proposed agreement is attached. As you will discern, the purpose of the agreement is to prevent the use of hospital district tax revenues for purposes other than the payment of hospital operations.

**ATTACHMENTS:**

Description

- ▯ Agreement Between Halifax County and our Community Hospital, Inc.

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**TOTAL COST:**N/A

**COUNTY COST:**N/A

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**REQUEST:** Authorize the execution of the proposed agreement.

NORTH CAROLINA

HALIFAX COUNTY

AGREEMENT REGARDING REVENUES COLLECTED IN THE  
OUR COMMUNITY HOSPITAL TAX DISTRICT

THIS AGREEMENT, made and entered into effective as of the \_\_\_\_\_ day of \_\_\_\_\_, 2018, by and between HALIFAX COUNTY, a unit of local government (hereinafter “the County”), and OUR COMMUNITY HOSPITAL, INCORPORATED, a North Carolina nonprofit corporation (hereinafter “OCH”);

WITNESSETH:

WHEREAS, OCH owned and operated a community hospital in the Town of Scotland Neck until December 31, 2017, when the hospital was permanently closed; and

WHEREAS, since the early 1960’s the County has levied a voter-approved hospital district property tax in Palmyra, Roseneath, Scotland Neck and Conoconara Townships specifically designated and earmarked for the support of the hospital under Session Laws 1959-361, 1963-225, 1963-432, 1967-110 and 1971-249; and

WHEREAS, the property tax revenues generated in the hospital district tax may only be appropriated and expended for the support of the hospital services provided by OCH; and

WHEREAS, although the hospital tax district has not yet been dissolved, OCH has requested that the County not levy a property tax in the hospital district for FY 2018-19 and going forward; and

WHEREAS, although no hospital district tax will be levied beginning in FY 2018-19, delinquent hospital district taxes from prior years and hospital district taxes on motor vehicles registered between January 1, 2018 and June 30, 2018, will continued to be collected; and



WHEREAS, so long as local sales and use tax distribution in Halifax County continues to be calculated under the ad valorem method of distribution (see G.S. 105-472), some portion of local sales and use taxes will be allocated to the hospital tax district based on the property tax rate in the district; and

WHEREAS, although the hospital is now closed, OCH has financial obligations remaining from the operation of the hospital through December 31, 2017; and

WHEREAS, the County and OCH desire to make arrangements for the lawful appropriation and expenditure of the property tax revenues resulting from the levy of a property tax in the hospital tax district and the apportioned local sales and use tax revenues resulting from the use of the ad valorem method of local sales and use tax distribution;

NOW, THEREFORE, in consideration of the premises recited above and benefits to be derived from the terms and conditions set forth below, all of which are deemed legally sufficient by the undersigned, the County and OCH agree as follows:

**1. Use of Hospital District Taxes for Pre-Closure Hospital Expenses and Obligations.** To the extent needed to cover all expenses, obligations, or deficits associated with the operation of the hospital (including the ER), all hospital tax district revenues collected by the County will be paid over to OCH for the sole purpose of meeting those remaining obligations. Hospital district tax revenues will not be used to cover any prior, current or future expenses associated with any other non-hospital facilities operated by Our Community Hospital, Inc., or its successor in interest (such as the long-term care and therapy centers). The County acknowledges that OCH has provided a statement of all expenses, obligations, or deficits associated with the operation of the hospital through and including December 31, 2017. This statement included obligations incurred but not yet payable for things such as vacation time

accrued by hospital staff prior to closing, etc. This statement may be subject to amendment from time to time as other pre-closing obligations are discovered. The purpose of this statement of expenses is to insure that the remaining tax revenues are only used to support hospital operations through December 31, 2017.

**2. Hospital Accounts Receivable.** Within 15 days from the execution of this Agreement and subject to HIPAA and other regulations related to the confidentiality of protected health information, OCH will provide the County with the details of all accounts receivable related to hospital operations, regardless of whether those accounts receivable arose before or after December 31, 2017. OCH will also certify total receipts from those accounts receivable as of the date of certification. Those receipts will be credited to the hospital expenses and obligations referenced in Item 1 above. Thereafter, on a monthly basis, OCH will update its certification of accounts receivable and receipts from accounts receivable so that they may be credited to the remaining pre-closure hospital expenses and obligations.

**3. Disbursement of Hospital District Taxes as Collected.** So long as expenses and obligations related to hospital operations through December 31, 2017, remain, the County will continue to pay over delinquent property tax revenues and motor vehicle tax revenues arising from the hospital tax district to OCH as they are collected.

**4. Payment in Full of Pre-Closure Expenses and Obligations.** After it is determined to the satisfaction of OCH and the County that all hospital operation expenses and obligations have been paid in full, the County will cease disbursement of hospital tax district revenues to OCH, and any hospital tax district revenues held by OCH will be remitted to the County. All hospital tax revenues thereafter collected by the County shall be retained by the County. These

“excess” hospital tax district revenues shall be appropriated and expended in the manner contemplated below. (See Section 5).

5. **Use of “Excess” Hospital District Taxes.** Halifax County intends to seek local legislation from the General Assembly (and, if necessary, voter approval) to (1) terminate the hospital taxing district and (2) authorize the appropriation and expenditure of excess hospital district tax revenues for a purpose or purposes that will improve access to healthcare for the citizens of Halifax County that live in the former hospital tax district. The County will solicit input from OCH as well as other governmental agencies, organizations and citizens regarding how the excess hospital tax district revenues might be best used.

6. **Local Sales and Use Taxes.** Assuming the ad valorem method of local sales and use taxes remains in effect, any local sales and use taxes apportioned to the hospital tax district property tax levy will be appropriated and expended under the same terms and conditions set forth above.

7. **Taxpayer Claims for Refund.** If, pursuant to G.S. 105-381, it is determined by court decree that any property tax levied and collected in the hospital tax district is subject to refund, OCH will reimburse the full amount subject to refund to the County for refund to the complaining tax payer(s). Therefore, this Agreement shall remain in effect for a period of six months after all hospital expenses referenced in Section 1 have been paid, unless there are pending claims for refund under G.S. 105-381, in which event this Agreement shall not terminate until those claims are resolved. OCH will not dissolve so long as this Agreement remains in effect.

8. **Amendment.** This Agreement may be amended by mutual written consent of the parties.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly authorized officers, effective as of the date and year first above written.

HALIFAX COUNTY

By: \_\_\_\_\_  
Vernon J. Bryant, Chairman  
Halifax County Board of Commissioners

ATTEST:

\_\_\_\_\_  
Andrea H. Wiggins  
Clerk to the Board

OUR COMMUNITY HOSPITAL, INCORPORATED

By: \_\_\_\_\_  
Title: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Secretary

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

\_\_\_\_\_  
Halifax County Finance Director

Approved as to form and legality.

\_\_\_\_\_  
County Attorney



**AGENDA**  
**Halifax County Board of Commissioners**  
**Regular Meeting**

**TO:** Halifax County Board of Commissioners

**FROM:** County Commissioners

**PRESENTER:** County Commissioners

**SUBJECT:** Resolution in Memory and Honor of Sallie Ann Copeland Evans

**DATE:** May 7, 2018 Regular Meeting

---

**SUPPORTING INFORMATION:**

Attached, please find the Resolution in Memory and Honor of Sallie Ann Copeland Evans for your review.

**ATTACHMENTS:**

Description

- ▢ Resolution in Memory and Honor of Sallie Ann Copeland Evans

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**TOTAL COST:**

**COUNTY COST:**

---

**REQUEST:** Adopt the Resolution in Memory and Honor of Sallie Ann Copeland Evans.



## *Resolution in Memory and Honor of Sallie Ann Copeland Evans*

*Whereas*, the Halifax County Board of Commissioners, pauses in its deliberations, to note with great sadness the passing of Sallie Ann Copeland Evans; and

*Whereas*, Sallie was born in Warren County, North Carolina, to Reverend Johnie and Mattie Copeland and was blessed with the gift of music as she learned to play the piano and would sing with her mother at home and church as a child; and

*Whereas*, Sallie graduated from Swift Creek High School and was blessed with three beautiful children and grandchildren that she guided in the principals of Jesus Christ. She believed in the power of prayer and often spoke of its beauty; and

*Whereas*, Sallie was a member of Pine Chapel Baptist Church and sang lead soprano in the choir. She was also a member of several gospel groups to include the William Evans Gospels. She enjoyed gardening, crocheting, and sewing; and

*Whereas*, Sallie was honored, respected, and held in the highest esteem by everyone who knew and loved her for her many contributions to her family, friends, and the community.

*Now, Therefore, Be it Resolved*, that the Halifax County Board of Commissioners extends to the family its sincere sympathy and does hereby express great sorrow in regards to the passing of Sallie Ann Copeland Evans.

*Be it Further Resolved*, that the original of this resolution be presented to the family of Sallie Ann Copeland Evans and orders that a copy of this resolution be spread upon the minutes of the Halifax County Board of Commissioners this 7<sup>th</sup> day of May, 2018.



Vernon J. Bryant, Chairman  
Halifax County Board of Commissioners

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