

# 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 December 3, 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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### Organizational Meeting

#### Call to Order

**Chairman Vernon J. Bryant**

#### 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 - November 2018
- D. 2019 Board of Commissioners Meeting Schedule
- E. Computers in Libraries Conference Scholarship

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

- A. Public Comment Period

### 3. Agenda Items

- A. Halifax County Stepping-Up Mental Health Program
- B. Parks and Recreation Advisory Board Amendments to By-Laws
- C. C. D. Williams Construction Company, Inc.
- D. Health Department New Clinical Fees
- E. Roanoke Rapids Graded School District Lottery Funds Request

**Dr. Deron Coy, Correctional  
Behavioral Health**

**Audrey Hardy, Chairman**

**C. Shane Lynch, Tax Assessor**

**Bruce Robistow, Health Director**

**Mary W. Duncan, Finance Director**

### 4. Board Appointments

- A. Board Appointments

**County Commissioners**

5. **Economic Development Report**
6. **County Manager's Report**
7. **County Attorney's Report**
  - A. Offers to Purchase County Property - East 10th Street and Park Avenue, Roanoke Rapids **M. Glynn Rollins, Jr., County Attorney**
8. **Other Business** **County Commissioners**
9. **Closed Session** **County Commissioners**
  - A. Approval of Closed Session Minutes
10. **Announcement - Halifax County Schools Annual Luncheon**
  - A. Halifax County Schools Annual Luncheon **County Commissioners**
11. **Adjourn** **County Commissioners**

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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:** December 3, 2018 Regular Meeting

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**SUPPORTING INFORMATION:**

Attached, please find draft minutes for your approval.

**ATTACHMENTS:**

Description

- ▢ May 21, 2018 Regular Meeting
- ▢ June 4, 2018 Regular Meeting
- ▢ June 18, 2018 Regular Meeting
- ▢ July 9, 2018 Regular Meeting

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**TOTAL COST:**

**COUNTY COST:**

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**REQUEST:** Approve the draft minutes.

**MINUTES  
HALIFAX COUNTY  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
MAY 21, 2018**

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

The Halifax County Board of Commissioners held a Regular Meeting on Monday, May 21, 2018, at 9:30 A. M. in the Historic Courthouse, Halifax, North Carolina.

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

**OTHERS:** Tony N. Brown, County Manager  
Andrea H. Wiggins, MMC, Clerk to the Board/Assistant to the County Manager  
M. Glynn Rollins, Jr., County Attorney  
Dia H. Denton, Deputy County Manager  
Mary W. Duncan, Finance Director  
Linda E. Taylor, Interim Human Resources Management Director  
Ian M. Bumgarner, Senior Management Analyst

**ABSENT:** Michelle F. Moseley, Paralegal

**Call to Order**

Chairman Bryant called the meeting to order.

**Invocation and Pledge of Allegiance**

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

**Adoption of the Agenda**



Tony N. Brown, County Manager, addressed the Board and requested that the following agenda items be removed from the agenda: 1. Action on Public Hearing, 2. Agenda Items, and Item 4. Closed Session. He further requested that the amended agenda reflect the following items: 1. FY 2018-2019 Budget Presentation, 2. Other Business, and 3. Adjourn.

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

**Conflict of Interest**

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

**1. FY 2018-2019 Budget Presentation**

Tony N. Brown, County Manager, addressed the Board and read the FY 2018-2019 Budget Message, which is attached to these minutes as Attachment A.

**2. Other Business**

There was no other business for discussion.

**3. Adjourn until the June 4, 2018 Regular Meeting at 9:30 A. M.**

With there being no further matters to come before the Board, Commissioner Smith moved that the meeting be adjourned until the June 4, 2018 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, Clerk to the Board  
Halifax County Board of Commissioners

Attachment A

May 21, 2018

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

Dear Chairman Bryant and Board of Commissioners:

In accordance with the "Local Government Budget & Fiscal Control Act," I am pleased to present a comprehensive spending plan for Halifax County Government for the upcoming fiscal year (FY) of 2018-2019. Further, it fulfills my obligation to present a balanced fiscal plan to you and the citizens of Halifax County. With your direction, this document represents not only a continuation of the many important County services we provide to our constituents but also *reduces* our tax rate by one cent (\$.01) to ensure we provide those services in the most cost-effective manner possible.

What a difference a year makes. Changes at the national, state and local levels remind us that the only constant is change itself. A new federal tax reform bill, rising inflation and an improving economy are but a few of the new horizon issues this year. I'm proud to state that Halifax County is in a solid fiscal position and I expect this trend to continue in the upcoming fiscal year.

Since my tenure began in 2007, Halifax County has met the financial goals necessary to be awarded an A+ bond rating. Additionally, our Finance Department has been the recipient of the Comprehensive Annual Financial Report (CAFR) for the past 18 years in a row, which shows the professional level of service we strive to provide to our citizens. Even with these challenges and positives, we still face the realities of managing increased expenditure needs with slowly improving revenue streams; this combination will continue to increase pressures on the local property tax base.

Staff began working on this budget in the fall of 2017 analyzing our many operational, service and capital needs. Working with our dedicated employees, this process included a detailed capital planning process, as well as input from this Board during its retreat in December 2017, which culminated with the Board of Commissioners' direction during April's Budget Work Sessions. I would like to extend a special thanks to our management team, elected officials, department/agency directors and also our educational partners for their continued dedication to a conservative and fiscally responsible approach to this budget process. As always, this budget strives to meet the Commissioners' mission, which is to *"Provide leadership and support for an effective county government that seeks to enhance the quality of life for all the people of Halifax County."*

With our ever-increasing expenses and revenues that cannot keep pace, we continue to have budget challenges. However, I do remain positive about the County's overall fiscal and economic outlook in addressing this upcoming FY 2018-2019 budget. Fortunately, we continue to slowly recover from the recession which began almost ten years ago. With this recovery, we

Attachment A

have experienced some growth which has aided in allowing us to maintain our level of services and still maintain a healthy Fund Balance to address any unforeseen or unexpected emergencies. I commend both the Board of Commissioners on your conservative budget oversight and county staff for holding the line on their spending needs to absolute essentials.

This recommended budget was developed in the same successful revenue-based budgeting process we have used for the past 18 years. This revenue-based budget has allowed us to weather the economic challenges we have faced since 2008. Since that time, we have used \$18,854,910 from Fund Balance to balance our budgets. Fortunately, we have been able to replenish our Fund Balance with our outstanding budgeting process with conservative projections and unspent funds each year. Use of Fund Balance in this manner has prevented the County from imposing a property tax increase to address operational needs...I'm proud to note that our revenue-based budgeting allows us to have this ability.

Our ability to sustain operations during the recession with no tax increase, except for the construction of Manning Elementary School, shows the importance of maintaining a healthy Fund Balance. This not only assists us during emergencies, but aids in maintaining services during hard times as well...this could not be more evident than in Halifax County over these past ten years. Halifax County has always had challenges in being able to provide services to its citizens while keeping the property tax rate low. Compared to our nearby counties listed below, Halifax County's tax rate is lower than the average rate of \$.82 and is lower than all but three of the other nine counties, placing us in the lower 40% percentile. The chart below shows the FY 2017-18 comparisons:

County	Current Tax Rate	Last Reval
Edgecombe	.95	2009
Northampton	.92	2015
Franklin	.895	2012
Hertford	.84	2011
Bertie	.83	2012
Martin	.79	2009
Halifax	.78	2015
Warren	.76	2017
Wilson	.73	2016
Nash	.67	2009
<b>Average:</b>	<b>\$.8165</b>	

I commend our staff in each department for their ability to adapt to our ever-changing economic situation. Our staff remains committed to providing efficient and effective services to our citizens at the lowest cost to all taxpayers; as I continually remind our citizens in my conversation about our local government, we are taxpayers as well and also wish to keep our tax burden low.

Attachment A

The economy is improving in many areas across the nation and in North Carolina, but when considering specific improvement areas, many maps show that urban areas have totally recovered from the recession while rural areas are far from their pre-recession economies. This is especially true in North Carolina and has been obvious in many property revaluation processes. Almost all rural counties had a drop in their overall tax base during their last revaluation, including Halifax County which saw an overall average drop in value of 7% in 2015. Despite these economic challenges and slow recovery from the recession, I am happy to report that we continue to maintain our current service levels.

We have experienced growth in some of our major revenue streams. Our year-to-date sales tax revenue has increased 6.72%. I am also proud to state that we have maintained our current tax collection rate at 97.50%, a contender with last year's 97.99% rate. Considering the fact that Halifax County continues to remain a Tier 1 County along with the never-ending economic challenges we face, this is an amazing feat. Our continued excellent collection rate is a credit to the diligent staffs of Doris Hawkins and Shane Lynch in the Tax Office, Sheriff Wes Tripp of the Sheriff's Office and Attorney Glynn Rollins of the Legal Office. The support staff in each of these offices go above and beyond in working with taxpayers in establishing payment plans to aid citizens and minimize hardships. We are not required to do this, we do this to support our citizens. I offer my heartfelt thanks for the jobs the staff in each of these departments accomplish every day.

Also, despite our Tier 1 status, we continue to have positive motion in our economic development efforts. I applaud the Board of Commissioners' forward-thinking and proactive approach in aligning the County to create well-paying jobs in the future as evidenced by the expected opening of Klausner this summer to eventually have 350 jobs when all work shifts are fully operating. Along with support from our Economic Development Commission, its Executive Director, and your positive approach, we are poised to rebound quickly as the economic conditions improve. Despite the uncertain economy, we must continue to aggressively collect taxes and exercise conservative fiscal discipline while still maintaining a responsive and customer-focused workforce. We must also continue to maintain an active economic development program to expand job opportunities, which provides wages at a level to support our families in Halifax County.

Based on our sound approach to our budgets over the years, the County's financial reserves remain well above the 8% level required by the Local Government Commission of the State of North Carolina. I am proud that we have had sound budget practices over my last 11 years as your County Manager and over the last 16 years in this office, which has allowed for a stable Total Fund Balance, which in-turn has allowed the County to address emergency and crisis situations. With our cash reserves, this budget allocates \$1,479,604 which includes Article 44 funds and support for employees and outside requests. This use of Fund Balance is in addition to maintaining the cuts and reductions made by our departments over the last nine fiscal years. Despite the use of Fund Balance, our projected "working" Fund Balance reserves will be 7%. Our audited actual Total Fund Balance as of June 30, 2017 was 45.86%, well above the 8% level

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required by the Local Government Commission allowing the County to have fiscal stability and also allowing for an adequate response to any emergencies that could occur during the year.

As required by the State of North Carolina, all counties with multiple graded school districts are required to support each district equally as to local current expense funding based on each district's average daily membership (ADM). Counties must also provide funding for school capital needs. This year's budget provides additional funding for our public schools and community college totaling \$936,153 broken down in the following amounts:

<b>Halifax Community College.....</b>	<b>\$186,153</b>
<b>Halifax County Schools .....</b>	<b>\$200,000</b>
<b>Roanoke Rapids Graded School District .....</b>	<b>\$200,000</b>
<b>Weldon City Schools.....</b>	<b>\$200,000</b>
<b>Graded Schools Current Expense (ADM-based).....</b>	<b>\$150,000</b>

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

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

<b>Halifax County Schools .....</b>	<b>\$.10/\$100 value</b>
<b>Roanoke Rapids Graded School District .....</b>	<b>\$.225/\$100 value</b>
<b>Weldon City Schools.....</b>	<b>\$.20/\$100 value</b>

Because we distribute local sales and use taxes by the *ad valorem* method all three districts receive a portion of these revenues.

Though we continue many reductions we have made during the recession, we have been able to maintain our service levels to meet the needs of our citizens. Our County departments continue to operate efficiently and cost-effectively. The staff and I are committed to evaluating our programs and will continue to pursue cost-saving measures to get the biggest bang for our buck.

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

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Important features of the budget proposal for Halifax County for FY 2018-2019 are as follows:

- ❖ This budget continues County services at efficient and effective levels.
- ❖ This budget includes a property tax **decrease** of one cent (\$.01/\$100).
- ❖ This budget is based on an estimated property tax base of \$3,205,837,922 and a tax collection rate of 97.50%. The tax rate of \$.77 cents per \$100 value will be adequate to support the fiscal year 2018-2019 budget.
- ❖ This budget improves funding for each graded school district by increasing the per pupil amount by \$23.00 per student based on the Average Daily Membership (ADM).
- ❖ This budget provides an employee Competitive Market Adjustment of 2.5% for full-time employees.
- ❖ To maintain a healthy workforce, this budget continues to provide a competitive benefits package that includes 100% paid premiums for Health Coverage for each full-time employee who participates in the County's Wellness Program.
- ❖ This budget provides each employee a step-increase to allow for progression within their salary grade.
- ❖ This budget funds the County's Pay for Performance Plan, which is a vital retention tool in support of our full-time employees.
- ❖ This budget maintains our Longevity Pay Program which is an additional employee retention program to reward our long-term full-time employees.
- ❖ This budget continues our hiring freeze, previous staff reductions and travel restrictions which will remain in effect throughout this budget year.
- ❖ This budget implements a vehicle replacement plan for the Sheriff's Office.
- ❖ This budget includes money to support both economic development and contingency operations.
- ❖ This budget continues to require employees to use County vehicles, when available, for travel; this policy amounts to a savings of over 60% in travel costs versus paying mileage for use of personal vehicles.
- ❖ This budget funds critical capital outlay for County departments.
- ❖ This budget provides additional funding to our non-profit community partners in the amount of \$317,566.

Historically we have had difficult budget situations in Halifax County, the past few years of this budget planning process have been especially challenging in playing catch up on addressing needs that have been delayed based on our reduced revenues. Fortunately, this year will be our best year of recovery since the recession. However, even today, there are unknowns in the areas

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of lottery revenues, sales tax distributions, allowable 9-1-1 fund expenses, as well as many others that could affect this and upcoming budgets.

This proposed budget shows the County's ability to provide excellent services to its citizens. However, this budget only addresses items of which we, the County, have full control. There will always be the potential for changes from both the Federal and State Government as well as potential changes in the economy. Staff and I will continue to work diligently with the North Carolina Association of County Commissioners (NCACC) and the National Association of Counties (NACo) in communicating our concerns to both our State and Federal Legislators to ensure they are aware of the potential implications of their decisions on Halifax County.

I applaud this Board of Commissioners for recognizing the importance of rewarding our employees. County government is only as good as the human capital that supports its services and we must recognize the changing environment in which that human capital works. We are in an increasing mobile society and we must keep attuned and adapt to the changes by our competitors for our available pool of talent. As I have stated before, I expect employees to depart for promotional opportunities if they are currently not available in Halifax County, but departures for lateral moves for additional compensation is a disservice to not only the employee, but to the County and leaves us continually in the "training ground" mode. I thank each Commissioner for acknowledging this fact and supporting the importance of addressing our human capital needs.

As required by law, the budget will be available for public inspection in the Clerk to the Board's office and in all five County public libraries for the required 10 days. A public hearing will be held on Monday, June 4<sup>th</sup> at 9:30 a.m. with a final adoption scheduled for Monday, June 18<sup>th</sup> at 9:30 a.m. After the May 21<sup>st</sup> meeting, the proposed budget will be available on the County's website at [www.halifaxnc.com](http://www.halifaxnc.com).

I thank you for the opportunity you have given me to be a public servant to this great community we call Halifax County. I appreciate your support, guidance and encouragement as I and staff continue to grow in our service to our citizens. It continues to be a rewarding experience to work with such dedicated County employees who always amaze me with their ability to do more with less while maintaining their commitment to working hard and serving our Halifax County citizens. I would especially like to thank the strong support that I received from our core Management Team: Deputy County Manager, Dia Denton; Finance Director, Mary Duncan; Interim Human Resources Management Director, Linda Taylor; County Attorney, Glynn Rollins, Clerk to the Board/Assistant to the County Manager, Andrea Wiggins and our newest budget guru, Senior Management Analyst, Ian Bumgarner. These team members are the gas and oil to our Halifax County Government engine. I also want to additionally thank our employees with their can-do attitude. Knowing our challenges, our employees do have an efficiency mindset and continue to look for ways to improve while still providing a phenomenal level of service; this strong sense of public service is proven to me daily in my interactions with all of our great employees. It is always my desire to provide strong leadership and take a fiscally sound approach to maintaining and improving the quality of life for our citizens. Our goal in Halifax County is to

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provide a better place to live, work, play and improve life for all of our residents. As has been our catch phrase over the last 10+ years...“Working Together Works” and I’m honored to be a part of a team that practices and lives out the meaning of these words every day. On behalf of our 575 citizen servants, I am honored to present this proposed budget to the Halifax County Board of Commissioners for FY 2018-2019 and stand ready to assist you in continuing to move the County forward.

Respectfully Submitted,



Tony N. Brown  
County Manager



**MINUTES  
HALIFAX COUNTY  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
June 4, 2018**

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

The Halifax County Board of Commissioners held a Regular Meeting on Monday, June 4, 2018, at 9:30 A. M. in the Historic Courthouse, Halifax, North Carolina.

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

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

**Call to Order**

Chairman Bryant called the meeting to order.

**Invocation and Pledge of Allegiance**

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

**Adoption of the Agenda**

Chairman Bryant requested that under the Consent Agenda Item 1B. Property Tax Releases - May 2018 be removed from the agenda.

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

**Conflict of Interest**

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

**1. Consent Agenda**

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

A. Approval of Minutes

Andrea H. Wiggins, Clerk to the Board, requested that the Board adopt the draft minutes of the May 1, 2017 Board of Equalization and Review Meeting, May 1, 2017 Regular Meeting, May 22, 2017 Regular Meeting, and June 5, 2017 Board of Equalization and Review Meeting were approved.

C. Budget Amendments

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

D. 2019 Holiday Schedule

Linda E. Taylor, Interim Human Resources Management Director, requested that the Board approve the 2019 Holiday Schedule, which is attached to these minutes as Attachment B.

E. Branch Banking and Trust Company, PNC Bank, and First Citizens Bank Signature Designations Resolutions

Mary W. Duncan, Finance Director, requested that the Board adopt the Branch Banking and Trust Company, PNC Bank, and First Citizens Bank Signature Designations Resolutions, which are attached to these minutes as Attachment C.

F. Authorization to Prepare Budget Amendments to Prevent Deficit Spending

Mary W. Duncan, Finance Director, requested that the Board approve authorization to prepare year-end budget amendments for the fiscal year ending June 30, 2018 to prevent deficit spending.

G. Capital, Grant, and Bond Project Ordinances, and School Capital Funds to be Carried Forward

Mary W. Duncan, Finance Director, requested that the Board approve the Capital, Grant, and Bond Project Ordinances, and School Capital Funds to be carried forward.

H. Authorization for Continuation of Current Bank Accounts

Mary W. Duncan, Finance Director, requested that the Board approve a listing of bank accounts now open with various banking institutions.

I. Turning Point Workforce Development Board Inc. Grant Application

Michael Pittman, Cooperative Extension, requested that the Board approve the submission of the Turning Point Workforce Development Board Inc. grant application, the receipt of funds if awarded, and to authorize the appropriate staff to execute the necessary documents.

J. Town of Halifax Fireworks Display

Roland J. Tellier, Fire Marshal, requested that the Board authorize Ed Johnson to discharge/operate an outdoor pyrotechnics display for the Town of Halifax, Halifax Lions Club, and Halifax Fire and Rescue, Inc., contingent upon approval of a valid operator's permit from the North Carolina Office of State Fire Marshal and meeting all relevant North Carolina Fire Code requirements.

K. Town of Hobgood Fireworks Display

Roland J. Tellier, Fire Marshal, requested that the Board authorize Danny Ellis and Thomas Ellis to discharge/operate an outdoor pyrotechnics display for the Hobgood Volunteer Fire Department, Inc., contingent upon approval of a valid operator's permit from the North Carolina Office of State Fire Marshal and meeting all relevant North Carolina Fire Code requirements.

L. Town of Weldon Fireworks Display

Roland J. Tellier, Fire Marshal, requested that the Board authorize Zambelli Fireworks Manufacturing Company to discharge/operate an outdoor pyrotechnics display for the Town of Weldon contingent upon approval of a valid operator's permit from the North Carolina Office of State Fire Marshal and meeting all relevant North Carolina Fire Code requirements.

**2. Special Recognitions**

A. Retirement Resolution – Herman D. Silver, Sheriff's Office

Commissioner Smith read and presented the retirement resolution in recognition of Herman D. Silver, Sheriff's Office, which is attached to these minutes as Attachment D.

Commissioner Smith moved to adopt the retirement resolution honoring Herman D. Silver, Sheriff's Office. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

B. Comprehensive Annual Financial Report Award

Jeff McCauley, Greenville Utilities Commission, addressed the Board and presented the Certificate of Achievement for Excellence in Financial Reporting that had been awarded to Halifax County by the Government Finance Officers Association of the United States and Canada for its comprehensive annual financial report for fiscal year ending June 30, 2017. This was the 18<sup>th</sup> consecutive year the County had received this prestigious award which was the highest form of recognition in the area of governmental accounting and financial reporting. The receipt of this award was a significant accomplishment by the County and its management.

Mary W. Duncan, Finance Director, accepted the June 30, 2017 Certificate of Achievement for Excellence in Financial Reporting that was presented by the Government Finance Officer's Association.

C. Sons of the American Revolution Law Enforcement Commendation Medal -  
Deputy Corey L. Dixon, Sheriff's Office

Ken Wilson, Sons of the American Revolution, recognized and presented Corey L. Dixon, Halifax County Law Enforcement Officer, with the Sons of the American Revolution Law Enforcement Commendation Medal for outstanding performance and dedication to duty.

**3. Public Hearing**

A. Halifax County FY 2018-2019 Budget

Tony N. Brown, County Manager, addressed the Board stating that at the May 21, 2018 Regular Meeting, the proposed FY 2018-2019 Budget was presented to the Board and laid on the table for 10 days.

Chairman Bryant inquired if there were any questions from the Board regarding the FY 2018-2019 Budget. With there being no questions from the Board, Commissioner Manning moved to open the public hearing. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

Chairman Bryant inquired if there were any questions from the public regarding the FY 2018-2019 Budget.

After comments were received from William Hodge, 425 Rightmyer Drive, Roanoke Rapids, Commissioner Smith moved to close the Public Hearing. Commissioner Brewer

seconded the motion, which passed unanimously by voice vote.

**4. Agenda Items**

**A. Halifax Community College Funding Request**

Dr. Michael A. Elam, Halifax Community College President, addressed the Board regarding a request for funds in the amount of \$75,000. During the February 19, 2018 Regular Meeting, the Board raised a series of questions regarding a request from the college for additional funds in the amount of \$188,000 for operational expenses. Since that time, the County had provided its proposed FY 2018-2019 Budget that partially addressed the budget shortfall; however, additional funds were needed in the amount of \$75,000. An effort to answer the previous questions of the Board were as follows: The decisions regarding the Connect NC Bond funds were made prior to Dr. Elam's tenure to split \$6.5 Million for construction and renovations/repairs. The Connect NC Bond guidelines for expenditures were very specific and significant progress had been made in regards to spending these funds. College enrollment had declined in curriculum but had increased in the Early College Program; therefore, efforts were made to align the institutional and student success with allocating resources to support program growth and increase enrollment to meet industry demands. The management of the college budget included a reduction in spending and restructured service contracts/rental agreements that resulted in saving approximately \$70,000.

The initial FY 2018-2019 Halifax Community College Budget included \$1,112,851 for current expense and \$255,027 for capital outlay in the total amount of \$1,367,878. The Halifax Community College County allocation for the FY 2017-2018 was in the amount of \$1,293,378. This was an increase in the FY 2018-2019 Budget in the amount of \$74,500. The total proposed capital outlay for FY 2018-2019 was in the amount of \$255,027 and was comprised of \$186,000 for special projects capital from the Article 44 Sales Tax Redistribution along with \$55,077 for building alterations and \$13,950 for equipment. An additional \$60,000 was proposed to increase the operational budget to address utility expenses. In addition to the \$74,500 increase, the Halifax Community College worked to reduce its operating budget; however, without the additional \$75,000, the college would begin FY 2018-2019 without sufficient funds to meet its operational needs. It was requested that the Board approve the Halifax Community College request for \$75,000.

Commissioner Johnson moved to approve the Halifax Community College request for \$75,000 to be added to the County current fund and that the Halifax Community College operate within its budget.

The votes were as follows:

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

Commissioner Brewer            Aye

B.        Halifax County Parks and Recreation Advisory Board Presentation

Audrey Hardy, Halifax County Parks and Recreation Advisory Board Chairman, addressed the Board and provided a brief PowerPoint presentation regarding the activities of the Halifax County Parks and Recreation Advisory Board and funding recommendations for establishing a County Parks and Recreation Department, hire a Parks and Recreation Director and establish three regional parks. It was requested that the Board consider funding a County Parks and Recreation Department by utilizing the one cent tax decrease included in the proposed FY 2018-2019 Halifax County Budget.

C.        Halifax County Schools Lottery Funds Request

Tony Alston, Halifax County Schools Director of School Operations, addressed the Board requesting lottery funds in the amount of \$215,000 for the following projects: ceiling tiles and floor covering at Hollister Elementary School and Pittman Elementary School \$65,000 and interior and exterior painting at Hollister Elementary School, Pittman Elementary School, and Southeast Halifax High School \$150,000.

Commissioner Brewer moved to approve the lottery funds requests in the amount of \$215,000. Commissioner Qualls seconded the motion, which passed unanimously by voice vote.

D.        Roanoke Rapids Graded School District Lottery Funds Request

Dr. Dain Butler, Roanoke Rapids Graded School District Superintendent, addressed the Board and requested lottery funds to purchase a parcel of land owned by Kenny Hale, Hale Plumbing Inc., located adjacent to the new Manning Elementary School in the amount of \$150,000, plus any associated closing costs, that would be used to expand parking for the Manning Elementary School in the amount of \$155,000. Once the Hale property sale was completed, the house currently located on the property would need to be removed. If the County was not interested in purchasing the house, the Roanoke Rapids Graded School District Board of Trustees could proceed with disposal pursuant to N. C. G. S. §115C-518 and Chapter 160A.

Commissioner Qualls moved to approve the lottery funds request to purchase a parcel of land owned by Kenny Hale, Hale Plumbing Inc., in the amount of \$155,000. Commissioner Smith seconded the motion, which passed unanimously by voice vote.

Commissioner Qualls moved to waive the right of first refusal. Commissioner Manning seconded the motion, which passed unanimously by voice vote.

E.        Acceptance of a Vehicle from Dominion Energy North Carolina

Sheriff S. Wes Tripp, Sheriff's Office, addressed the Board requesting approval to accept a retired vehicle from Dominion Energy North Carolina. The vehicle was a 2009 Chevrolet Colorado Extra Cab 4 x 4 Truck, vehicle identification number 1GCDT19E898124044. The

only County cost in regards to the receipt of the vehicle would be taxes and tags in the amount of \$190.20.

Commissioner Manning moved to approve the receipt of a 2009 Chevrolet Colorado Extra Cab 4 x 4 Truck from Dominion Energy North Carolina. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

F. Child Fatality Prevention Team Annual Report

Bruce L. Robistow, Public Health Director, addressed the Board stating that the 2017 Child Fatality Prevention Team Annual Report was being submitted for informational purposes only, as required by the State Child Health Contract Addenda. The report contained specific case information and recommendations on cases reviewed by the Child Fatality Prevention Team regarding child fatalities that occurred in 2017. There were no new member appointments to the Child Fatality Prevention Team. It was requested that the Board accept the Child Fatality Prevention Team Annual Report.

Commissioner Manning moved to accept the Child Fatality Prevention Team Annual Report. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

G. 2018-2019 Home and Community Care Block Grant Funding Plan

Rose B. Lewis, Human Resources Management, addressed the Board regarding the FY 2018-2019 Home and Community Care Block Grant Funding Plan. The Halifax County Council on Aging received notice that the 2018-2019 Home and Community Care Block Grant would be in the amount of \$598,014. The Home and Community Care Block Grant Advisory Committee met and agreed to fund six of the current providers. A 10% match was required by all providers and the County provided the 10% cash match for the Council on Aging in the amount of \$9,197 and a 10% in-kind match in the amount of \$9,552. The Department of Social Services required 10% in-kind match in the amount of \$31,569. The funds for the Home and Community Care Block Grant County Funding Plan were contingent upon the balancing of the State's budget and once the funding plan and grant agreement were in place any changes to the grant would be provided to the County Manager to be included in the Weekly Update. It was requested that the Board approve the 2018-2019 Home and Community Care Block Grant Funding Plan.

Commissioner Manning moved to approve the 2018-2019 Home and Community Care Block Grant Funding Plan. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

H. Ash Monofill Final Cover Project

Greg Griffin, Public Utilities Director, addressed the Board regarding the Ash Monofill Final Cover Project. The County had been notified that the coal ash disposal site owned and operated by the County for the disposal of coal combustion residue produced by the Roanoke Valley Energy Facility in Weldon would not receive additional material. In order to comply with North Carolina Department of Environment Quality regulations the inactive disposal site must be

stabilized and protected with a final cover consisting of a geomembrane and soil composite cover. A request for qualifications was presented for engineering services for the project and Smith Gardner Engineers, Inc., was selected as the most qualified firm. Smith Gardner, Inc., submitted a proposal for engineering services in the amount of \$218,000, which included a 5% contingency. All costs associated with the Ash Monofill Final Cover Project were subject to reimbursement by Westmoreland Coal Company. A project budget ordinance, which is attached to these minutes as Attachment E, the engineering proposal from Smith Gardner, Inc., and a supplemental agreement defining the conditions for reimbursement of County expenditures by Westmoreland was presented for review and approval.

Commissioner Brewer moved to approve the Ash Monofill Final Cover Project Ordinance, the proposal for engineering services from Smith Gardner, Inc., and the supplemental agreement between Halifax County and Westmoreland. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

I. Accounts Receivable Write-Offs

Mary W. Duncan, Finance Director, addressed the Board requesting authorization to write-off uncollected debt in the total amount of \$1,407,882.38 as follows: Health \$4,224.86; EMS \$1,392,570.29; and Public Utilities Water \$4,901.77 and Solid Waste \$6,185.46. Independent auditors had requested that uncollectible debts be written off in order to accurately reflect year-end receivables. All debts were incurred prior to July 1, 2016 and were in compliance with the Halifax County Write-off Policy adopted May 6, 2002. Southern Credit Adjusters would continue to pursue EMS, Water, and Health Department collections through the State's debt set-off program.

Commissioner Johnson moved to authorize write-offs in the amount of \$1,407,882.38 in uncollected debt for Health, EMS and Public Utilities Water and Solid Waste. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

J. New Public Safety Answering Point Resolution and Interlocal Agreement

Dia H. Denton, Deputy County Manager, addressed the Board requesting the adoption of a resolution and interlocal agreement for the new Public Safety Answering Point. County staff was moving forward with plans to locate a new Primary Public Safety Answering Point, 911 Center, on Ferrell Lane that would also serve as a regional backup center for Warren and Franklin counties. In order to formalize this relationship, it would be necessary to enter into interlocal agreements with both counties outlining each county's responsibilities. The adoption of the resolution, which is attached to these minutes as Attachment F, would designate personnel authority to execute the interlocal agreement on behalf of their respective county. The documents would be submitted to the North Carolina 911 Board as part of the revised County application for funding the facility. The appropriate County staff would be attending the county commissioners meetings of Warren and Franklin counties to receive approval of the documents.

Commissioner Smith moved to approve the new Public Safety Answering Point resolution and interlocal Agreement. Commissioner Qualls seconded the motion, which passed



unanimously by voice vote.

**5. Board Appointments**

Adult Care Home Advisory Committee

Commissioner Smith moved to reappoint Prudence Boseman to serve on the Adult Care Home Advisory Committee, term expiring June 30, 2021. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

Commissioner Johnson moved to waive the term limit and reappoint Ozie Ruffin to serve on the Adult Care Home Advisory Committee, term expiring June 30, 2021. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

Alcoholic Beverage Control Board

Commissioner Qualls moved to waive the term limit and reappoint Johnny Draper, Jr. to serve on the Alcoholic Beverage Control Board, term expiring June 30, 2021. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

Economic Development Board

Commissioner Smith moved to waive the term limits and reappoint Hugh Bazemore and J. Rives Manning, Jr., to serve on the Economic Development Board, terms expiring June 30, 2021. Commissioner Qualls seconded the motion, which passed unanimously by voice vote.

Commissioner Johnson moved to reappoint Johnny Draper, Jr., Daniel Fouts, Jr., and Robert Sykes to serve on the Economic Development Board, terms expiring June 30, 2021. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

EMS Advisory Committee

It was the consensus of the Board to defer action on the EMS Advisory Committee.

Five County Community Operations Center Oversight Board

Commissioner Manning moved to reappoint Marcelle Smith to serve on the Five County Community Operations Center Oversight Board, term expiring June 30, 2021. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

Halifax Community College Board of Trustees

Commissioner Manning moved to appoint Robin Lancaster to replace Stanley Edwards on the Halifax Community College Board of Trustees, term expiring June 30, 2022. Commissioner Qualls seconded the motion, which passed unanimously by voice vote.

Halifax County Council on Aging

Commissioner Smith moved to reappoint Ernestine Ware to serve on the Halifax County Council on Aging, term expiring June 30, 2021. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

Commissioner Johnson moved to waive the term limits and reappoint Greg Browning, Undine Garner, and Marion Lewis to serve on the Halifax County Council on Aging, terms expiring June 30, 2021. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

Library Board

Commissioner Johnson moved to reappoint Robert Alexander to serve on the Library Board, term expiring June 30, 2021. Commissioner Smith seconded the motion, which passed unanimously by voice vote.

Commissioner Manning moved to waive the term limits and reappoint Tessie Hofmann-Brady and C. K. Wilson to serve on the Library Board, terms expiring June 30, 2021. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

Nursing Home Advisory Committee

Commissioner Brewer moved to reappoint Prudence Boseman to serve on the Nursing Home Advisory Committee, term expiring June 30, 2021. Commissioner Johnson seconded the motion, which passed unanimously by voiced vote.

Regional Aging Advisory Council

Commissioner Manning moved to appoint Greg Browning to replace Fred Brown on the Regional Aging Advisory Council, term expiring June 30, 2020. Commissioner Johnson seconded the motion, which passed unanimously by voiced vote.

Upper Coastal Plain Board of Directors

Commissioner Qualls moved to reappoint Tony Brown, Ian Bumgarner, Dia Denton, Norlan Graves, Barbara Simmons, and Marcelle Smith to serve on the Upper Coastal Plain Board of Directors, terms expiring June 30, 2020. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

**6. Economic Development Report**

Cathy A. Scott, Economic Development Director, addressed the Board and provided a brief PowerPoint presentation regarding the monthly Halifax County Economic Development Commission Activity Report.

**7. County Manager's Report**

A. Retirement Resolution - Kim M. Wheeler, Operations Department

Tony N. Brown, County Manager, read and requested that the Board adopt the retirement resolution in recognition of Kim M. Wheeler, Operations Department, which is attached to these minutes as Attachment G.

Commissioner Qualls moved to adopt the retirement resolution honoring Kim M. Wheeler. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

B. Retirement Resolution - Rebecca H. Stallings, Public Health Department

Tony N. Brown, County Manager, read and requested that the Board adopt the retirement resolution in recognition of Rebecca H. Stallings, Public Health Department, which is attached to these minutes as Attachment H.

Commissioner Brewer moved to adopt the retirement resolution honoring Rebecca H. Stallings. Commissioner Manning seconded the motion, which passed unanimously by voice vote.

C. Retirement Resolution - Rhonda S. Hubbard, Public Health Department

Tony N. Brown, County Manager, read and requested that the Board adopt the retirement resolution in recognition of Rhonda S. Hubbard, Public Health Department, which is attached to these minutes as Attachment I.

Commissioner Brewer moved to adopt the retirement resolution honoring Rhonda S. Hubbard. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

**8. County Attorney's Report**

A. Resolution to Authorize the County Manager and Department of Social Services Director to Execute Annual North Carolina Department of Health and Human Services Agreements

M. Glynn Rollins, Jr., County Attorney, addressed the Board regarding a resolution to authorize the County Manager and the Department of Social Services Director to execute annual Department of Health and Human Services agreements. Effective July 1, 2018, N. C. G. S. 108A-74, as amended by Session Law 2017-41, required all counties to enter into an annual written agreement with the North Carolina Department of Health and Human Services that specified mandated performance requirements and administrative responsibilities for most social services programs. These annual agreements would provide for certain corrective action, including potential for loss of funding or takeover of administration of social services programs, if the agency failed to meet performance measures or otherwise defaults on the terms and

conditions of the agreement. The essential terms and conditions of the annual agreement were not subject to negotiation, but the performance measures may be adjusted from time to time, depending on circumstances. It was recommended that the County Manager and the Department of Social Services Director be given joint authority to execute these annual performance agreements, on the condition that (1) all notices regarding failure in performance be issued principally to the county manager, and (2) that the county manager immediately report any such notice to the Board. The proposed resolution, which is attached to these minutes as Attachment J, and the most recent draft of the annual agreement that had been distributed to all 100 counties by the North Carolina Department of Health and Human Services were provided for review. It was requested that the Board adopt the resolution authorizing the County Manager and the Department of Social Services Director to execute the mandated annual performance agreements with the North Carolina Department of Health and Human Services.

Commissioner Manning moved to adopt the resolution authorizing the County Manager and the Department of Social Services Director to execute the mandated annual performance agreements with the North Carolina Department of Health and Human Services. Commissioner Qualls seconded the motion, which passed unanimously by voice vote.

**B. Right-of-Way Agreement to Dominion Energy North Carolina**

M. Glynn Rollins, Jr., County Attorney, addressed the Board regarding a right-of-way agreement to Dominion Energy North Carolina. In order to establish a separate electrical power source and back-up generator for Central Communications 911 equipment on the tower located at the end of Ferrell Lane, Dominion Energy North Carolina requested that the existing easement at the tower site be widened to 30 feet. A copy of the proposed right-of-way agreement was provided for review. It was requested that the Board approve the right-of-way agreement to Dominion Energy North Carolina and to authorize the appropriate staff to execute the documents.

Commissioner Manning moved to approve the right-of-way agreement to Dominion Energy North Carolina and to authorize the appropriate staff to execute the documents. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

**C. Legal Department Part-time Office Assistant Position to a Fulltime Position**

M. Glynn Rollins, Jr., County Attorney, addressed the Board and requested that the part-time Office Assistant position in the Legal Department become a fulltime position. Upon approval of this request, the Halifax County Budget Ordinance, Section 65, would be amended to reflect three fulltime positions in the Legal Department.

Commissioner Manning moved to approve that the part-time Office Assistant position in the Legal Department become a fulltime position. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

**9. Other Business**

A. Resolution Honoring Halifax County Centenarian Ruth Hilliard

Chairman Bryant requested that the Board adopt the resolution honoring Halifax County Centenarian Ruth Hilliard, which is attached to these minutes as Attachment K.

Commissioner Smith moved to adopt the resolution honoring Halifax County Centenarian Ruth Hilliard. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

**10. Closed Session**

There were no matters to be discussed in Closed Session.

**11. Announcement – Halifax Community College Tour**

Chairman Bryant announced that the Board would be leaving the Historic Courthouse at approximately 12:00 Noon to attend a Halifax Community College tour.

**12. Adjourn until June 18, 2018 Regular Meeting**

Commissioner Brewer moved to adjourn the meeting until the June 18, 2018 Regular Meeting. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

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Vernon J. Bryant, Chairman  
Halifax County Board of Commissioners

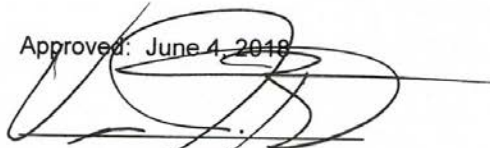
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Andrea H. Wiggins, MMC, Clerk to the Board  
Halifax County Board of Commissioners

Attachment A

Budget Amendments	Fiscal Year 17 - 18	June 4, 2018
1	<b>Sheriff</b> - Budget insurance proceeds for a not-at-fault motor vehicle accident (storm damages)	\$ 2,001.95
2	<b>Home &amp; Community Care Block Grant</b> - Adjust budget per revision #2	31,213.00
3	<b>Library</b> - Budget E-Rate Revenues received from State ITS for the months of July to December, 2017	34,529.32
4	<b>Library</b> - Budget Donation received from the Friends of the Library for purchasing a print management system at the Enfield Branch	4,605.40
5	<b>DSS</b> - Increase funding to actual per Authorization #12 dated May 22, 2018	28.00
6	<b>DSS - Home &amp; Community Care Block Grant</b> - Adjust budget per revision #2	44,882.00
7	<b>EMS</b> - Budget NCACC 3% Administrative fee for FY 17 Medicaid Supplement Report	24,788.00

Approved: June 4, 2018



Vernon J. Bryant  
Chairman

Halifax County Holiday Schedule				
Holiday	Calendar Year 2018		Calendar Year 2019	
<b>New Year's Day</b>	Monday	January 1st	Tuesday	January 1st
<b>Martin Luther King, Jr. Day</b>	Monday	January 15th	Monday	January 21st
<b>Easter</b> (Good Friday)	Friday	March 30th	Friday	April 19th
<b>Memorial Day</b>	Monday	May 28th	Monday	May 27th
<b>Independence Day</b>	Wednesday	July 4th	Thursday	July 4th
<b>Labor Day</b>	Monday	September 3rd	Monday	September 2nd
<b>Veteran's Day</b>	Monday	November 12th	Monday	November 11th
<b>Thanksgiving</b>	Thursday Friday	November 22nd November 23rd	Thursday Friday	November 28th November 29th
<b>Christmas</b>	Monday Tuesday Wednesday	December 24th December 25th December 26th	Tuesday Wednesday Thursday	December 24th December 25th December 26th

Attachment C



**State of North Carolina  
County of Halifax**

**TONY N. BROWN  
COUNTY MANAGER**

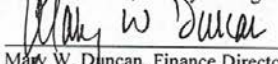
HISTORIC COURTHOUSE ~ PO BOX 38 ~ KING STREET ~ HALIFAX, NC 27839  
252-583-1131 ~ FAX: 252-583-9921

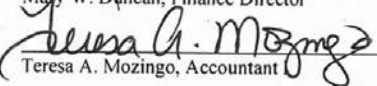
**RESOLUTION**

TO: FIRST CITIZENS BANK  
ROANOKE RAPIDS, NORTH CAROLINA

RESOLVED, that First Citizens Bank ("Bank") as a designated depository of funds of Halifax County, a political subdivision of the State of North Carolina ("County"), is hereby requested, authorized and directed to allow Tony N. Brown, Mary W. Duncan, and Teresa A. Mozingo to transact the following under his/her signature.

  
Tony N. Brown, County Manager

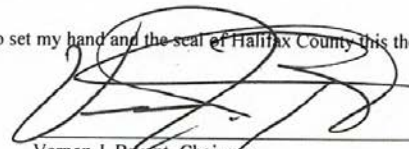
  
Mary W. Duncan, Finance Director

  
Teresa A. Mozingo, Accountant

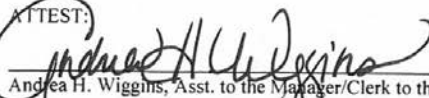
**1. Account Transfers**

FURTHER RESOLVED, that the County, to the extent allowed by law, assumes full responsibility and holds harmless the Bank for any and all payments made or any other actions taken by the Bank in reliance upon the said signatures.

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of Halifax County this the 4th day of June, 2018.

  
Vernon J. Bryant, Chairman  
Halifax County Board of Commissioners

SEAL

ATTEST:  
  
Andrea H. Wiggins, Asst. to the Manager/Clerk to the Board

*Where the Spirit of Independence Was Born*



Attachment C



**State of North Carolina  
County of Halifax**

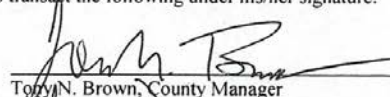
**TONY N. BROWN  
COUNTY MANAGER**

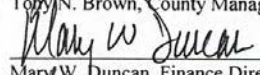
HISTORIC COURTHOUSE ~ PO BOX 38 ~ KING STREET ~ HALIFAX, NC 27839  
252-583-1131 ~ FAX: 252-583-8921

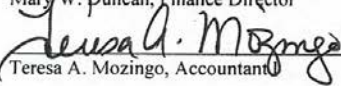
**RESOLUTION**

TO: PNC BANK  
ROANOKE RAPIDS, NORTH CAROLINA

RESOLVED, that PNC Bank ("Bank") as a designated depository of funds of Halifax County, a political subdivision of the State of North Carolina ("County"), is hereby requested, authorized and directed to allow **Tony N. Brown, Mary W. Duncan, and Teresa A. Mozingo** to transact the following under his/her signature.

  
Tony N. Brown, County Manager

  
Mary W. Duncan, Finance Director

  
Teresa A. Mozingo, Accountant

**I. Account Transfers**

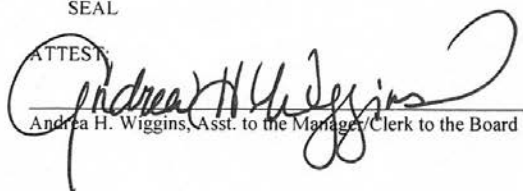
FURTHER RESOLVED, that the County, to the extent allowed by law, assumes full responsibility and holds harmless the Bank for any and all payments made or any other actions taken by the Bank in reliance upon the said signatures.

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of Halifax County this the 4th day of June, 2018.

  
Vernon J. Bryant, Chairman  
Halifax County Board of Commissioners

SEAL

ATTEST

  
Andrea H. Wiggins, Asst. to the Manager/Clerk to the Board

*Where the Spirit of Independence Was Born*

Attachment C



**State of North Carolina  
County of Halifax**

**TONY N. BROWN  
COUNTY MANAGER**

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

**RESOLUTION**

TO: BRANCH BANKING AND TRUST COMPANY  
HALIFAX, NORTH CAROLINA

RESOLVED, that Branch Banking and Trust Company ("Bank") as a designated depository of funds of this county is hereby requested, authorized and directed to allow **Christie C. Avens, Wanda M. Patrick and Karen M. Lashley** to transact the following under his/her signature.

  
Christie C. Avens, Register of Deeds

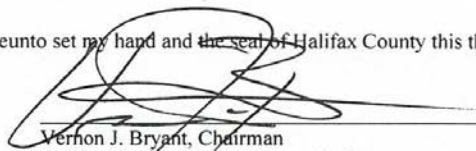
  
Wanda M. Patrick, Assistant Register of Deeds

  
Karen M. Lashley, Deputy of Register of Deeds III

1. Open and enter safety deposit box under Halifax County's name

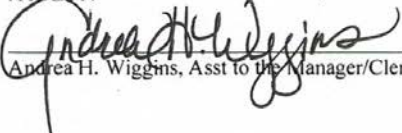
FURTHER RESOLVED, that the county, to the extent allowed by law, assumes full responsibility and holds harmless the Bank for any and all payments made or any other actions taken by the Bank in reliance upon the said signatures.

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of Halifax County this the 4th day of June, 2018.

  
Vernon J. Bryant, Chairman  
Halifax County Board of Commissioners

SEAL

ATTEST:

  
Andrea H. Wiggins, Asst to the Manager/Clerk to the Board

*Where the Spirit of Independence Was Born*

Attachment C



**State of North Carolina  
County of Halifax**

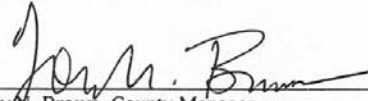
**TONY N. BROWN  
COUNTY MANAGER**

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

**RESOLUTION**

TO: BRANCH BANKING AND TRUST COMPANY  
HALIFAX, NORTH CAROLINA

RESOLVED, that Branch Banking and Trust Company ("Bank") as a designated depository of funds of this county is hereby requested, authorized and directed to allow **Tony N. Brown, Mary W. Duncan, Dora A. Carter and Patricia Whalen** to transact the following under his/her signature.

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

  
\_\_\_\_\_  
Mary W. Duncan, Finance Director

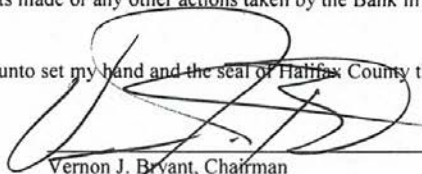
  
\_\_\_\_\_  
Dora A. Carter, Social Services Director

  
\_\_\_\_\_  
Patricia Whalen, Income Maintenance Administrator I

I. To sign checks for Halifax County Department of Social Services, Acct#\*\*\*\*\*0163

FURTHER RESOLVED, that the county, to the extent allowed by law, assumes full responsibility and holds harmless the Bank for any and all payments made or any other actions taken by the Bank in reliance upon the said signatures.

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of Halifax County this the 4th day of June, 2018.

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

SEAL

ATTEST:  
  
\_\_\_\_\_  
Andrea H. Wiggins, Asst. to the Manager/Clerk to the Board

*Where the Spirit of Independence Was Born*

Attachment C



**State of North Carolina  
County of Halifax**

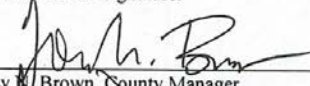
**TONY N. BROWN  
COUNTY MANAGER**

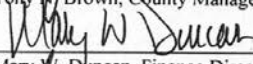
HISTORIC COURTHOUSE ~ PO BOX 38 ~ KING STREET ~ HALIFAX, NC 27839  
252-583-1131 ~ FAX: 252-583-9921

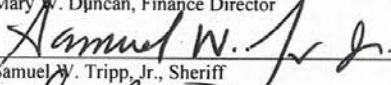
**RESOLUTION**


TO: BRANCH BANKING AND TRUST COMPANY  
HALIFAX, NORTH CAROLINA


RESOLVED, that Branch Banking and Trust Company ("Bank") as a designated depository of funds of this county is hereby requested, authorized and directed to allow **Tony N. Brown, Mary W. Duncan, Samuel W. Tripp, Jr., Tonya Bowen, and Jessica Lyles** to transact the following under his/her signature.

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

  
\_\_\_\_\_  
Mary W. Duncan, Finance Director

  
\_\_\_\_\_  
Samuel W. Tripp, Jr., Sheriff

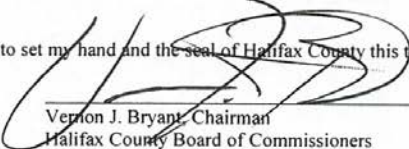
  
\_\_\_\_\_  
Tonya Bowen, Administrative Officer

  
\_\_\_\_\_  
Jessica Lyles, Civil Deputy

1. To sign checks for Halifax County Sheriff Dept Execution Account.

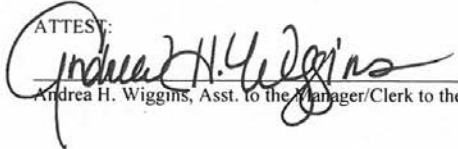
FURTHER RESOLVED, that the county, to the extent allowed by law, assumes full responsibility and holds harmless the Bank for any and all payments made or any other actions taken by the Bank in reliance upon the said signatures.

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of Halifax County this the 4th day of June, 2018.

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

SEAL

ATTEST:

  
\_\_\_\_\_  
Andrea H. Wiggins, Asst. to the Manager/Clerk to the Board

*Where the Spirit of Independence Was Born*

Attachment C



**State of North Carolina  
County of Halifax**

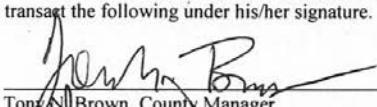
**TONY N. BROWN  
COUNTY MANAGER**

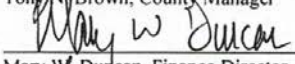
HISTORIC COURTHOUSE - PO BOX 38 - KING STREET - HALIFAX, NC 27839  
252-583-1131 - FAX: 252-583-9921


**RESOLUTION**

TO: BRANCH BANKING AND TRUST COMPANY  
HALIFAX, NORTH CAROLINA

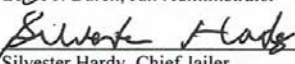
RESOLVED, that Branch Banking and Trust Company ("Bank") as a designated depository of funds of this county is hereby requested, authorized and directed to allow **Tony N. Brown, Mary W. Duncan, Samuel W. Tripp, Jr., Lovie J. Burch, Silvester Hardy and Tonya Bowen** to transact the following under his/her signature.

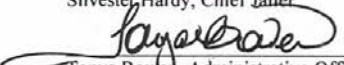
  
Tony N. Brown, County Manager

  
Mary W. Duncan, Finance Director

  
Samuel W. Tripp, Jr., Sheriff

  
Lovie J. Burch, Jail Administrator

  
Silvester Hardy, Chief Jailor

  
Tonya Bowen, Administrative Officer I

1. To sign checks for Halifax County Sheriff Dept Inmate Account.

FURTHER RESOLVED, that the county, to the extent allowed by law, assumes full responsibility and holds harmless the Bank for any and all payments made or any other actions taken by the Bank in reliance upon the said signatures.

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of Halifax County this the 4th day of June, 2018.

  
Vernon J. Bryant, Chairman  
Halifax County Board of Commissioners

SEAL

ATTEST:

  
Andrea H. Wiggins, Asst. to the Manager/Clerk to the Board

*Where the Spirit of Independence Was Born*



Attachment C



**State of North Carolina  
County of Halifax**

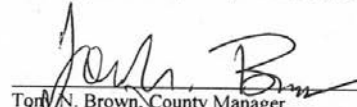
**TONY N. BROWN  
COUNTY MANAGER**

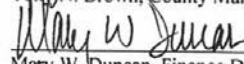
HISTORIC COURTHOUSE - PO BOX 38 - KING STREET - HALIFAX, NC 27839  
252-583-1131 - FAX: 252-583-9921

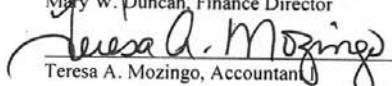
**RESOLUTION**

TO: BRANCH BANKING AND TRUST COMPANY  
HALIFAX, NORTH CAROLINA

RESOLVED, that Branch Banking and Trust Company ("Bank") as a designated depository of funds of this county is hereby requested, authorized and directed to allow **Tony N. Brown, Mary W. Duncan and Teresa A. Mozingo** to transact the following under his/her signature.

  
Tony N. Brown, County Manager

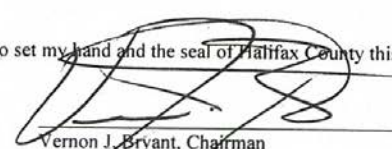
  
Mary W. Duncan, Finance Director

  
Teresa A. Mozingo, Accountant

1. Enter the Safety Deposit Box
2. Purchase Certificates of Deposit
3. Make Wire Transfers
4. Transfer funds within the Money Rate Accounts
5. Open night deposit contract

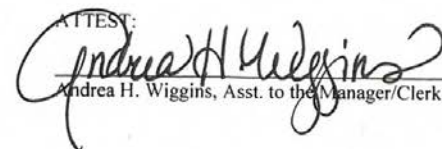
FURTHER RESOLVED, that the county, to the extent allowed by law, assumes full responsibility and holds harmless the Bank for any and all payments made or any other actions taken by the Bank in reliance upon the said signatures.

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of Halifax County this the 4th day of June, 2018.

  
Vernon J. Bryant, Chairman  
Halifax County Board of Commissioners

SEAL

ATTEST:

  
Andrea H. Wiggins, Asst. to the Manager/Clerk to the Board

*Where the Spirit of Independence Was Born*

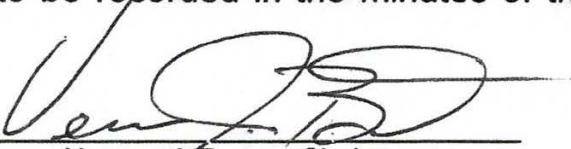
# Resolution

✧ **WHEREAS, HERMAN D. SILVER**, decided to retire as a Jail - Captain with the Halifax County Sheriff's Office effective May Thirty-First of the Year Two Thousand and Eighteen; and

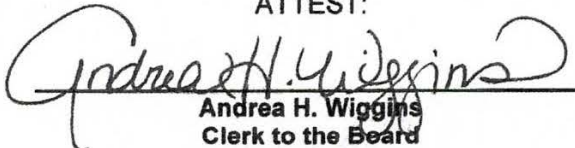
✧ **WHEREAS**, he has spent Thirty years with local government; Herman has also served in many positions of honor in the community and State, as well as being a dedicated public servant to the citizens of Halifax County.

✧ **NOW THEREFORE BE IT RESOLVED** that on this day, Monday, June Fourth of the Year Two Thousand and Eighteen, the Halifax County Board of Commissioners did honor Herman D. Silver with formal adoption of this resolution, to be recorded in the minutes of the meeting of this day.



  
Vernon J. Bryant, Chairman  
Halifax County Board of Commissioners

ATTEST:

  
Andrea H. Wiggins  
Clerk to the Board

**HALIFAX COUNTY  
ASH MONOFILL FINAL COVER  
CAPITAL PROJECT ORDINANCE**

BE IT ORDAINED by the Board of Commissioners of Halifax County, North Carolina, that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

Section 1. The project authorized is the construction of a the Final Cover on the Coal Ash Disposal Site owned and operated by Halifax County at 921 Liles Rd. Littleton, NC.

Section 2. The officers of Halifax County are hereby directed to proceed with the capital project according to the budget contained herein.

Section 3. The following amounts are appropriated for the project:

Construction	\$2,200,000
Technical & Construction Administration	\$218,000
Contingency	\$110,000
	<hr/>
	\$2,528,000

Section 4. The following revenues are anticipated to be available to complete this project:

Halifax County Solid Waste Fund Balance	\$2,528,000
---	-------------

Section 5. The Finance Officer is hereby directed to maintain within the capital project fund sufficient specific detailed accounting records to satisfy the requirements of state regulations.

Section 6. Funds may be advanced from the General Fund for the purpose of making payments as due.

Section 7. The Finance Officer is directed to report, on a quarterly basis, on the financial status of each project element in Section 3.

Section 8. The Budget Officer is directed to include a detailed analysis of past and future costs and revenues on this capital project in every budget submission made to this Board.

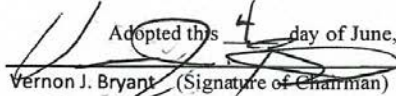


Attachment E

Section 9. The Finance Officer may move funds between expenditure line items, including contingency, to cover shortages in any expenditure line items and report such changes to the County Board of Commissioners at their next meeting.

Section 10. Copies of this capital project ordinance shall be furnished to the Clerk to the Board, the Budget Officer and the Finance Officer for direction in carrying out this project.

Adopted this 4 day of June, 2018 at Halifax, North Carolina.

  
Vernon J. Bryant (Signature of Chairman)

ATTEST:  
  
Andrea H. Wiggins (Signature of Clerk to the Board)

C:\Users\nb\CS\ITSO\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.Outlook\J2AID96\Capital Project Budget Ordinance 11-2013 (1)

RESOLUTION SUPPORTING THE APPLICATION FOR A GRANT  
FROM THE NORTH CAROLINA 911 BOARD  
and  
ADOPTION OF AN INTERLOCAL AGREEMENT  
BETWEEN HALIFAX COUNTY, WARREN COUNTY AND FRANKLIN COUNTY  
REGARDING THE HALIFAX COUNTY PUBLIC SAFETY ANSWERING POINT AND  
REGIONAL BACK-UP 911 CENTER

WHEREAS, Halifax County, Franklin County and Warren County currently operate Public Safety Answering Points ("PSAPs") providing service and answering 911 calls in their respective jurisdictions; and

WHEREAS, the current PSAPs providing service and answering 911 calls for Halifax County, Franklin County, and Warren County are handled through a system financed, in part, from 911 surcharge funds provided by the North Carolina 911 Board under G.S. 143B-1417; and

WHEREAS, the North Carolina 911 Board will soon commence its PSAP Grant Program; and

WHEREAS, Halifax County intends to apply for funding through the PSAP Grant Program for the relocation of its primary PSAP; and

WHEREAS, under NC General Statutes 143B-1417, the State of North Carolina requires a PSAP to have a plan and means for 911 call-taking in the event 911 calls cannot be received and processed in the primary PSAP; and

WHEREAS, through the PSAP Grant Program application referenced above, Halifax County intends to apply for grant funding to provide relocation of its primary PSAP and to provide back-up PSAP service for Franklin and Warren Counties on a regional basis; and

WHEREAS, the Halifax County Board of Commissioners, Franklin County Board of Commissioners and the Warren County Board of Commissioners support the regional effort to cooperatively provide for the primary PSAP needs of Halifax, and the back-up PSAP needs of Franklin and Warren Counties, in a cost-effective way; and

WHEREAS, by this Resolution, the Halifax County Board of Commissioners, Franklin County Board of Commissioners and the Warren County Board of Commissioners intend to authorize and to support a Halifax County application for grant funding under the PSAP Grant Program adopted by the North Carolina 911 Board; and

WHEREAS, pursuant to G.S. 160A-461 any unit of local government and any one or more other units of local government may enter into contracts or agreements with each other in order to execute any undertaking; and

WHEREAS, Halifax County, Franklin County and Warren County propose to enter into that certain "Interlocal Agreement Between Halifax County, Warren County and Franklin

Attachment F

County Regarding the Halifax County Public Safety Answering Point and Regional Back-up 911 Center", a copy of which is has been presented to each Board prior to the adoption of this Resolution;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of Halifax County, Franklin County and Warren County, each being a government body located in North Carolina, that individually and jointly each of the governmental bodies expresses its support for the relocation of the Halifax County PSAP and Regional Back-up 911 Center; and

BE IT FURTHER RESOLVED by the Board of Commissioners of Halifax County, Franklin County and Warren County, that each of the governmental bodies:

- Expresses its support for the provision of a single regional PSAP utilizing the proposed Halifax County PSAP and Regional Back-up 911 Center as the primary PSAP for Halifax County and the back-up PSAP for Warren County and Franklin County; and

- Agree to participate with each other in the support and use of the proposed Halifax County PSAP and Regional Back-up 911 Center in the manner set forth in the aforementioned interlocal agreement; and

- Authorizes and supports the application for a grant under the PSAP Grant Program from the North Carolina 911 Board when the applications for funding become available; and

- Agrees that to facilitate the application and granting process, the application shall be submitted, and any grant funds received shall be administered with Halifax County acting as the lead agency for such purposes; and

BE IT FURTHER RESOLVED by the Board of Commissioners of Halifax County, Franklin County and Warren County, that they do each hereby authorize the execution of the aforementioned interlocal agreement by their respective Chairpersons and any other county officials or staff deemed necessary.

This Resolution is adopted by each of the governmental bodies set out below, executed in counterparts pursuant to authority duly given by official action of the governing body on the date indicated below.

[This space is intentionally blank. Signatures follow]

Attachment F

*Halifax County Signature Page*

**RESOLUTION SUPPORTING THE APPLICATION FOR A GRANT  
FROM NORTH CAROLINA 911 BOARD  
and  
ADOPTION OF AN INTERLOCAL AGREEMENT  
BETWEEN HALIFAX COUNTY, WARREN COUNTY AND FRANKLIN COUNTY  
REGARDING THE HALIFAX COUNTY PUBLIC SAFETY ANSWERING POINT AND  
REGIONAL BACK-UP 911 CENTER**

HALIFAX COUNTY BOARD OF COMMISSIONERS

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

Chairperson

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

6-4-18

Attest:

\_\_\_\_\_  
County Clerk

[Seal]



Attachment F

*Franklin County Signature Page*

*RESOLUTION SUPPORTING THE APPLICATION FOR A GRANT  
FROM NORTH CAROLINA 911 BOARD  
and  
ADOPTION OF AN INTERLOCAL AGREEMENT  
BETWEEN HALIFAX COUNTY, WARREN COUNTY AND FRANKLIN COUNTY  
REGARDING THE HALIFAX COUNTY PUBLIC SAFETY ANSWERING POINT AND  
REGIONAL BACK-UP 911 CENTER*

FRANKLIN COUNTY BOARD OF COMMISSIONERS

By: *Cedric K. Jones*  
Chairperson

Date: *6/4/2018*

Attest:

*Kristen G. King*  
County Clerk





Attachment F

*Warren County Signature Page*

*RESOLUTION SUPPORTING THE APPLICATION FOR A GRANT  
FROM NORTH CAROLINA 911 BOARD  
and  
ADOPTION OF AN INTERLOCAL AGREEMENT  
BETWEEN HALIFAX COUNTY, WARREN COUNTY AND FRANKLIN COUNTY  
REGARDING THE HALIFAX COUNTY PUBLIC SAFETY ANSWERING POINT AND  
REGIONAL BACK-UP 911 CENTER*

WARREN COUNTY BOARD OF COMMISSIONERS

By: Vinton Hunt  
Chairperson

Date: 6/4/18

Attest:

A. K. Lang  
County Clerk




# Resolution

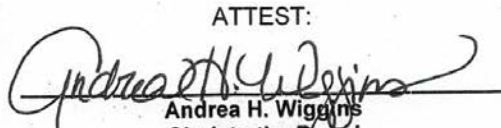
✧ **WHEREAS, KIM M. WHEELER**, decided to retire as an Administrative Officer I with the Halifax County Operations Department effective December Thirty-First of the Year Two Thousand and Seventeen; and

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

✧ **NOW THEREFORE BE IT RESOLVED** that on this day, Monday, June Fourth of the Year Two Thousand and Eighteen, the Halifax County Board of Commissioners did honor Kim M. Wheeler with formal adoption of this resolution, to be recorded in the minutes of the meeting of this day.

  
Vernon J. Bryant, Chairman  
Halifax County Board of Commissioners



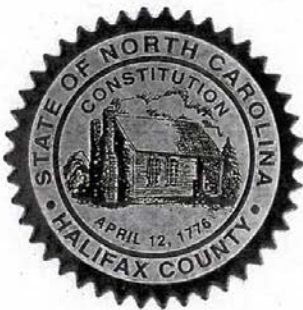
ATTEST:  
  
Andrea H. Wiggins  
Clerk to the Board

# Resolution

✧ **WHEREAS, REBECCA H. STALLINGS**, decided to retire as a Public Health Nurse III with the Halifax County Public Health System effective May Thirty-First of the Year Two Thousand and Eighteen; and

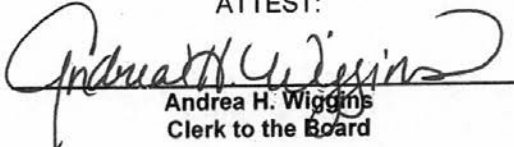
✧ **WHEREAS**, she has spent Thirteen years with local government; Rebecca has also served in many positions of honor in the community and State, as well as being a dedicated public servant to the citizens of Halifax County.

✧ **NOW THEREFORE BE IT RESOLVED** that on this day, Monday, June Fourth of the Year Two Thousand and Eighteen, the Halifax County Board of Commissioners did honor Rebecca H. Stallings with formal adoption of this resolution, to be recorded in the minutes of the meeting of this day.



  
Vernon J. Bryant, Chairman  
Halifax County Board of Commissioners

ATTEST:

  
Andrea H. Wiggins  
Clerk to the Board

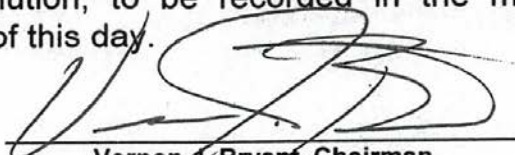


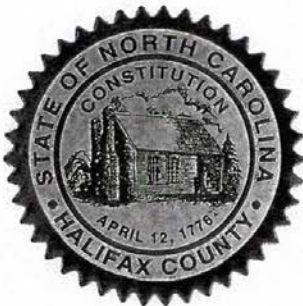
# Resolution

✧ **WHEREAS, RHONDA S. HUBBARD**, decided to retire as a Public Health Nursing Director I with the Halifax County Public Health System effective December Thirty-First of the Year Two Thousand and Seventeen; and

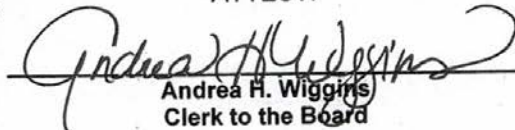
✧ **WHEREAS**, she has spent Thirty years with local government; Rhonda has also served in many positions of honor in the community and State, as well as being a dedicated public servant to the citizens of Halifax County.

✧ **NOW THEREFORE BE IT RESOLVED** that on this day, Monday, June Fourth of the Year Two Thousand and Eighteen, the Halifax County Board of Commissioners did honor Rhonda S. Hubbard with formal adoption of this resolution, to be recorded in the minutes of the meeting of this day.

  
Vernon J. Bryant, Chairman  
Halifax County Board of Commissioners



ATTEST:

  
Andrea H. Wiggins  
Clerk to the Board

Attachment J

A RESOLUTION TO AUTHORIZE THE COUNTY MANAGER AND THE COUNTY  
DIRECTOR OF SOCIAL SERVICES TO EXECUTE ANNUAL WRITTEN AGREEMENTS WITH  
THE NORTH CAROLINA DEPARTMENT OF HEALTH AND HUMAN SERVICES

WHEREAS, effective July 1, 2018, G.S. 108A-74 (as amended by Session Law 2017-41) requires all counties to enter into an annual written agreement with the N. C. Department of Health and Human Services ("DHHS") that specifies mandated performance requirements and administrative responsibilities for all social services programs excluding medical assistance (Medicaid); and

WHEREAS, as mandated by law, these annual agreements will provide for certain corrective action, including potential for loss of funding or takeover of administration of social services programs, in the event of failure to meet performance measures or otherwise default on the terms and conditions set forth in the agreement; and

WHEREAS, the essential terms and conditions of the annual agreements are not subject to negotiation, nor is a county given the option of refusing to enter into an annual agreement; and


WHEREAS, the County Manager and the County Director of Social Services are best positioned to consider the various terms and conditions of these performance agreements as they are presented from year to year by DHHS, without the need to bring such matters before the Board of County Commissioners for prior approval; and

WHEREAS, it is the desire of the Board of County Commissioners to specifically delegate authority to the County Manager and the County Director of Social Services to execute these annual agreements on behalf of Halifax County without prior approval of the Board;

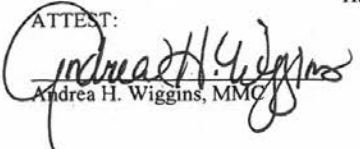
NOW, THEREFORE, IT IS HEREBY RESOLVED as follows:

1. The County Manager and the County Director of Social Services, jointly, but not severally, shall have the authority to execute annual written agreements with the N. C. Department of Health and Human Services ("DHHS") specifying mandated performance requirements and administrative responsibilities for all county social services programs excluding medical assistance (Medicaid), as required by G.S. 108A-74, and thereby bind the County to the terms and conditions set forth in those agreements from year to year.
2. The County Manager shall be the principal point of contact for all notices related to nonperformance or other default with regard to these annual agreements.
3. The County Manager shall immediately report any notice of nonperformance or default to the Board of County Commissioners, including remedial action to be taken with respect to such nonperformance or default.

Adopted this 4<sup>th</sup> day of June, 2018

  
Vernon J. Bryant, Chairman  
Halifax County Board of Commissioners

ATTEST:

  
Andrea H. Wiggins, MMC



*Resolution*  
*in Honor of Halifax County Centenarian*  
*Ruth Hilliard*

*Whereas*, Ruth Hilliard was born on June 5, 1913; and

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

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

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

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

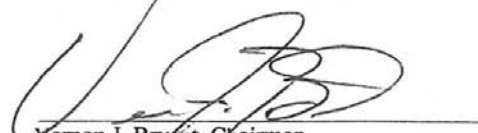
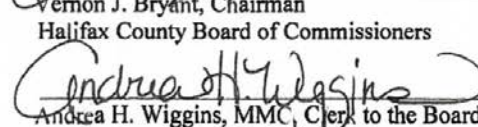
*Whereas*, Halifax County senior citizens have earned the respect and admiration of all the citizens of the County for their knowledge, wisdom, and community spirit and for how they enrich the lives of those around them through their joyous and sincere love for others and through their quiescent charm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

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

*Be It Further Resolved*, that the Halifax County Board of Commissioners urges citizens to pay special tribute to these very special members of our community and celebrate June 5, 2018 as Ruth Hilliard Day in Halifax County, North Carolina.

This the 4<sup>th</sup> day of June, 2018.



  
Vernon J. Bryant, Chairman  
Halifax County Board of Commissioners  
  
Andrea H. Wiggins, MMC, Clerk to the Board  
Halifax County Board of Commissioners

**MINUTES  
HALIFAX COUNTY  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
JUNE 18, 2018**

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

The Halifax County Board of Commissioners held a Regular Meeting on Monday, June 18, 2018, at 9:30 A. M. in the Historic Courthouse, Halifax, North Carolina.

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

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

**Call to Order**

Chairman Bryant called the meeting to order.

**Invocation and Pledge of Allegiance**

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

**Adoption of the Agenda**

M. Glynn Rollins, Jr., County Attorney, requested that Item 1B. FY 2018-2019 Fee Schedule be moved before Item 1A. FY 2018-2019 Budget Adoption on the agenda.



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

**Conflict of Interest**

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

**1. Agenda Items**

**B. FY 2018-2019 Fee Schedule**

Tony N. Brown, County Manager, addressed the Board regarding amendments to the FY 2018-2019 Fee Schedule, which included the Public Utilities Department and the Tax Department as follows: Public Utilities Department - 12.1.1 Industrial and Commercial Waste (MSW) (transfer station) \$65.51; 12.1.2. Construction and demolition waste (landfill) \$55.32; 12.1.4. Incorporated municipalities (MSW) within Halifax County (transfer station) \$65.51; 12.1.5. Bulk construction and demolition waste (landfill) from a single source - 2,500 plus tons within a 60-day calendar day timeframe \$50.32; 12.2 Residential collection and disposal fee \$125.40; 12.3 Availability fee (per habitable dwelling) \$43.32; and 12.3.1. Disposal fee \$52.41. Tax Department - ~~17.5.1 27" x 42" wall map~~ \$5.00.

Commissioner Qualls moved to approve the amendments to the FY 2018-2019 Fee Schedule. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

**A. Halifax County FY 2018-2019 Budget Ordinance Adoption**

Tony N. Brown, County Manager, addressed the Board and requested the adoption of the Halifax County FY 2018-2019 Budget Ordinance, which is attached to these minutes as Attachment A.

Commissioner Qualls moved to adopt the Halifax County FY 2018-2019 Budget Ordinance. Commissioner Smith seconded the motion, which passed unanimously vote.

**C. Budget Amendment**

Mary W. Duncan, Finance Director, requested that the Board approve a budget amendment, which is attached to these minutes as Attachment B.

Commissioner Smith moved to approve the budget amendment. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

**2. Other Business**

There was no other business for discussion.

**3. Closed Session**

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

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

**4. Adjourn until the July 9, 2018 Regular Meeting**

Commissioner Smith moved to adjourn the meeting until the July 9, 2018 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, Clerk to the Board  
Halifax County Board of Commissioners

## Fiscal Year 2018-2019 Budget Ordinance

Commissioner T. Patrick W. Qualls introduced the following Budget Ordinance, which was seconded by Commissioner Marcelle O. Smith and adopted.

Whereas, the proposed budget for Fiscal Year 2018-2019 was submitted to the Board of Commissioners on May 21, 2018 by the Halifax County Manager and filed with the Clerk to the Board on that date; and,

Whereas, on June 4, 2018, the Halifax County Board of Commissioners held a public hearing on the budget pursuant to G.S. 159-13.

Be it ordained by the Halifax County Board of Commissioners that for the purpose of financing the operations of Halifax County for the fiscal year beginning July 1, 2018 and ending June 30, 2019, there are hereby appropriated from taxes and other revenue the following amounts:

**BE IT ORDAINED** by the Board of Commissioners of Halifax County, North Carolina

**Section 1.** The following amounts are hereby appropriated in the General Fund for the operation of the county government and its activities for the fiscal year beginning July 1, 2018 and ending June 30, 2019, in accordance with the charts of accounts heretofore established for this County:

<b>GENERAL GOVERNMENT</b>	<b>\$ 8,546,242</b>
Cooperative Extension	346,593
County Management	600,996
Elections	331,984
Finance Department	523,834
Governing Body	191,425
Halifax Development Commission	310,890
Human Resources	249,320
Information Technology Services	682,594
Legal Department	257,941
Library	660,235
Natural Resources Conservation	181,147

Operations Department	1,975,099
Planning and Development Services	437,474
Register of Deeds	405,851
Tax Administration	1,340,859
Tax Revaluation	50,000
<b>HUMAN SERVICES</b>	<b>\$ 8,147,592</b>
Health Department	2,461,106
Cardinal Innovations	319,500
Cardinal Innovations ABC	42,000
Social Services	5,324,986
<b>EDUCATION</b>	<b>\$ 11,270,158</b>
Schools Current Expense	5,587,231
Schools Capital Outlay	4,240,049
Halifax Community College County Current Fund	1,112,851
Halifax Community College Other CE-Inst Support	75,000
Halifax Community College Plant Fund	255,027
<b>PUBLIC SAFETY</b>	<b>\$ 11,710,584</b>
Central Communications	869,393
Emergency Management	98,691
Emergency Medical Services	2,664,663
Jail Department	2,829,514
Sheriff's Department	5,084,164
Fire Departments Donations	79,000
Judicial Services	25,159
Medical Examiner	60,000
<b>OTHER SERVICES</b>	<b>\$ 3,564,412</b>
Student Incentive	85,377
Juvenile Crime Prevention	180,288
Boards and Commissions	7,348
Outside Funding Recipients	106,000

Attachment A

Home & Community Care Block Grant	292,174	Local 1/4 Cent Sales Tax (Art. 46)	1,300,000
Economic Development Incentive Program	12,571	Register of Deeds	253,500
Tourism	24,101	ABC	292,000
Council on Aging	16,575	Privilege Schedule B	3,200
Aging Coordinator	72,613	Occupancy Taxes - Administration	800,000
Veterans	57,873	Motor Vehicle Tax	2,800,000
Farmers Market	3,000		
Insurance	258,000	<b>INTERGOVERNMENTAL REVENUES</b>	<b>\$ 481,000</b>
NC Forestry Service	114,066	Facility Fees	60,000
Transfer/Support Services	2,334,426	Telecable Franchise Tax	90,000
		Reimbursement from State-DWI	6,000
		Municipal Tax and Fee Collections	325,000
		<b>PERMITS AND FEES</b>	<b>\$ 796,425</b>
		Building Inspection Fees	225,000
		Credit Card Fees	13,000
		Elections Revenue/Filing Fees	-
		Sheriff's Fees	50,500
		ID Card Replacement	50
		Civil Fees	55,000
		Jail Canteen	60,000
		Inmate Sick Call Fees	500
		Misdemeanant Program	1,500
		Officer Fees	11,000
		Fines & Forfeitures	150,000
		Jail Fees	30,000
		Tax Administration - Maps	2,000
		Handgun Processing - Sheriff	20,000
		Handgun Fingerprint Fees	3,000
		Camp Fees	20,000
		Attorney Fees	84,875
		Tax Advertising Fees	70,000

Notwithstanding the appropriation for "Outside Funding Recipients", if it is determined that there is no statutory authority for the county to engage in the activity funded for the outside funding recipient, or that the funding of such activity is not authorized by law, then such appropriation shall be void. All outside funding recipients shall execute a grant agreement with the County before funding is received.

**TOTAL APPROPRIATION** **\$ 43,238,988**

Section 2. It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2018 and ending June 30, 2019.

<b>AD VALOREM TAXES</b>	<b>\$ 24,700,000</b>
Taxes Ad Valorem	24,100,000
Prior Years Taxes	370,000
Late Payment Interest	200,000
Gross Tax Receipts	30,000
<b>OTHER TAXES AND LICENSES</b>	<b>\$ 13,408,700</b>
1 Cent Sales Tax	2,800,000
1/2 Cent Sales Tax (Art. 40)	2,600,000
1/2 Cent Sales Tax (Art. 42)	2,100,000
1/2 Cent Sales Tax (Art. 44)	460,000



Attachment A

		<u>TOTAL REVENUES</u>	<u>\$ 43,238,988</u>
<b>MISCELLANEOUS REVENUE</b>	<b>\$</b>	<b>1,313,646</b>	
Concession Machines		50	
Magistrate Rent		2,100	
Other Rents		146,568	
Interest on Investments		60,000	
Library		112,600	
Economic/Physical Development		25,819	
Miscellaneous Revenue		75,000	
Jail Pay/Tel Communications		40,000	
Fire - Loan		6,000	
Social Services/Weldon Middle Sewer Pump		-	
Halifax County Schools SRO		236,153	
Donations - Sheriff		1,500	
Public Utilities - Water Indirect Cost		123,680	
Public Utilities - Solid Waste Indirect Cost		131,130	
Public Utilities - Solid Waste Monofill Indirect Cost		5,385	
Tourism		24,101	
QSCB Debt Pmt Federal Reimbursement		116,160	
RVCC/EDC/TDA Maint Account		5,400	
Lottery Funds - Manning Elem Debt Pmt		200,000	
Meals on Wheels Donations		2,000	
<b>HUMAN SERVICES</b>	<b>\$</b>	<b>2,000</b>	
Veterans Administration		2,000	
<b>GRANTS</b>	<b>\$</b>	<b>568,228</b>	
Student Incentive		85,377	
Youth Services-DJJDP		180,288	
Home & Community Care Block Grant		302,563	
<b>TRANSFER FROM OTHER FUNDS</b>	<b>\$</b>	<b>414,385</b>	
<b>FUND BALANCE</b>	<b>\$</b>	<b>1,554,604</b>	

**TOTAL ESTIMATED REVENUES** \$ 282,854

**TOTAL ESTIMATED REVENUES** \$ 18,000

Section 11. The following amounts are hereby appropriated for the Controlled Substance Tax Fund for the fiscal year beginning July 1, 2018 and ending June 30, 2019, in accordance with the chart of accounts heretofore established for this county:

Supplies and Materials	\$ 10,000
Capital Outlay	20,000
Travel/Training	2,000
Other Expense	-
<b><u>TOTAL APPROPRIATIONS</u></b>	<b><u>\$ 32,000</u></b>

Section 12. It is estimated that the following revenues will be available for the Controlled Substance Tax Funds for the fiscal year beginning July 1, 2018 and ending June 30, 2019:

State Funds	\$ 7,000
Interest Earned	-
Fund Balance	25,000
<b><u>TOTAL ESTIMATED REVENUE</u></b>	<b><u>\$ 32,000</u></b>

Section 13. The following amounts are hereby appropriated for the Federal Asset Forfeiture Fund for the fiscal year beginning July 1, 2018 and ending June 30, 2019, in accordance with the chart of accounts heretofore established for this county:

Supplies	\$ 20,000
Capital Outlay	80,000
<b><u>TOTAL APPROPRIATIONS</u></b>	<b><u>\$ 100,000</u></b>

Section 14. It is estimated that the following revenues will be available for the Federal Asset Forfeiture Funds for the fiscal year beginning July 1, 2018 and ending June 30, 2019:

Federal Funds	\$ -
Fund Balance	100,000
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>\$ 100,000</u></b>

Section 15. The following amounts are hereby appropriated for the Emergency Telephone System for the fiscal year beginning July 1, 2018 and ending June 30, 2019, in accordance with the chart of accounts heretofore established for this county:

Telephone Expenses	\$ 70,000
Service Contracts	170,593
Recurring Charges	-
Employee Training	35,000
Expenses	10,000
Capital Outlay	59,531
<b><u>TOTAL APPROPRIATIONS</u></b>	<b><u>\$ 345,124</u></b>

Section 16. It is estimated that the following revenues will be available for the Emergency Telephone Systems for the fiscal year beginning July 1, 2018 and ending June 30, 2019:

Wireless Funds	\$ 345,124
Fund Balance	-
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>\$ 345,124</u></b>

Section 17. The following amounts are hereby appropriated for the Health Insurance Fund for the fiscal year beginning July 1, 2018 and ending

June 30, 2019, in accordance with the chart of accounts heretofore established for this county:

Expenses	\$ 4,800,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 4,800,000</b>

Section 18. It is estimated that the following revenues will be available for the Health Insurance Fund for the fiscal year beginning July 1, 2018 and ending June 30, 2019:

Revenue	\$ 4,800,000
Interest Earned	-
Fund Balance	-

**TOTAL ESTIMATED REVENUE** **\$ 4,800,000**

Section 19. The following amounts are hereby appropriated for the Solid Waste Disposal Fund for the fiscal year beginning July 1, 2018 and ending June 30, 2019, in accordance with the chart of accounts heretofore established for this county:

Salaries and Benefits	\$ 528,763
Supplies	621,270
Capital Outlay	237,600

**TOTAL APPROPRIATIONS** **\$ 1,387,633**

Section 20. It is estimated that the following revenues will be available for the Solid Waste Disposal Fund for the fiscal year beginning July 1, 2018 and ending June 30, 2019:

Tipping Fees	\$ 100,513
Availability Fees	1,022,201

Westmoreland Operations	152,291
Other Revenues	112,628
Fund Balance	-

**TOTAL ESTIMATED REVENUES** **\$ 1,387,633**

Section 21. The following amounts are hereby appropriated for the White Goods Disposal Fund operation for the fiscal year beginning July 1, 2018 and ending June 30, 2019, in accordance with the chart of accounts heretofore established for this county:

Engineering Services	\$ 10,000
Fees	-

**TOTAL APPROPRIATIONS** **\$ 10,000**

Section 22. It is estimated that the following revenues will be available for the White Goods Disposal Fund operations for the fiscal year beginning July 1, 2018 and ending June 30, 2019:

Privilege Tax	\$ -
Fund Balance	10,000

**TOTAL ESTIMATED REVENUES** **\$ 10,000**

Section 23. The following amounts are hereby appropriated for the Solid Waste Transfer Station Fund operation for the fiscal year beginning July 1, 2018 and ending June 30, 2019, in accordance with the chart of accounts heretofore established for this county:

Salaries and Benefits	\$ 52,584
Supplies	9,647
Collection and Hauling	2,404,509
Debt Service	202,851

Attachment A

June 30, 2019, in accordance with the chart of accounts heretofore established for this county:

Fees	\$ 80,000
<b><u>TOTAL APPROPRIATIONS</u></b>	<b><u>\$ 80,000</u></b>

Section 28. It is estimated that the following revenues will be available for the Tire Disposal Fund operations for the fiscal year beginning July 1, 2018 and ending June 30, 2019:

Sales Tax	\$ 65,000
Scrap Tire Grant	15,000
Fund Balance	-
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>\$ 80,000</u></b>

Section 29. The following amounts are hereby appropriated for the Water Department Fund operations for the fiscal year beginning July 1, 2018 and ending June 30, 2019, in accordance with the chart of accounts heretofore established for this county:

Salaries and Benefits	\$ 754,980
Supplies	1,096,381
Services	429,130
Water Purchases	2,118,772
Capital Outlay	109,900
Debt Service	1,645,513
<b><u>TOTAL APPROPRIATIONS</u></b>	<b><u>\$ 6,154,676</u></b>

Section 30. It is estimated that the following revenues will be available for the Water Department Fund operations for the fiscal year beginning July 1, 2018 and ending June 30, 2019:

Capital Outlay	25,000
<b><u>TOTAL APPROPRIATIONS</u></b>	<b><u>\$ 2,694,591</u></b>

Section 24. It is estimated that the following revenues will be available for the Solid Waste Transfer Station Fund for the fiscal year beginning July 1, 2018 and ending June 30, 2019:

Tipping Fees	\$ 35,068
MSW Collection/Disposal	1,885,750
Availability Fees	773,773
<b><u>TOTAL ESTIMATED REVENUE</u></b>	<b><u>\$ 2,694,591</u></b>

Section 25. The following amounts are hereby appropriated for the Solid Waste Electronics Management Fund operation for the fiscal year beginning July 1, 2018 and ending June 30, 2019, in accordance with the chart of accounts heretofore established for this county:

Recycling Disposal Fee	\$ 7,000
<b><u>TOTAL APPROPRIATIONS</u></b>	<b><u>\$ 7,000</u></b>

Section 26. It is estimated that the following revenues will be available for the Solid Waste Electronic Management Fund operations for the fiscal year beginning July 1, 2018 and ending June 30, 2019:

SW Electronics Management	\$ -
Fund Balance	7,000
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>\$ 7,000</u></b>

Section 27. The following amounts are hereby appropriated for the Tire Disposal Fund operation for the fiscal year beginning July 1, 2018 and ending

[illegible]

Salaries and Benefits	\$ 4,966,846
Operational Expenses	1,946,015
Capital Outlay	173,986
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 7,086,847</b>

Section 38. It is estimated that the following revenues will be available for the Health Department Fund operations for the fiscal year beginning July 1, 2018 and ending June 30, 2019:

County Appropriation	\$ 2,461,106
Home Health and Hospice Fund Balance	83,969
State Grants	1,506,982
Fees/Donations	204,478
Health Fund Balance	759,020
Home Health - Medicaid, Medicare Ins.	797,030
Hospice Donations - United Way/Private Ensure	296,603
Medicare, Medicaid	474,892
Other	502,767

**TOTAL ESTIMATED REVENUES \$ 7,086,847**

Section 39. The following amounts are hereby appropriated for the Department of Social Services Fund operations for the fiscal year beginning July 1, 2018 and ending June 30, 2019, in accordance with the chart of accounts heretofore established for this county:

General Administration	\$ 10,899,592
Purchased Services	3,060,314
Medicaid/Special Assistance	915,000
Foster Care/Adoption	438,893
Crisis	368,049
Blind Services	6,812
LIEAP Program	363,121

**TOTAL APPROPRIATIONS \$ 16,051,781**

Section 40. It is estimated that the following revenues will be available for the Department of Social Services Fund operations for the fiscal year beginning July 1, 2018 and ending June 30, 2019:

General Administration/Purchased Services	\$ 9,735,722
Foster Care/Adoption	109,085
IV-D Incentive Returns	78,039
CAP/Medicaid Case Management	425,000
Twin Co./Hospital	15,828
General Fund Appropriation	5,324,986
LIEAP Program	363,121

**TOTAL ESTIMATED REVENUES \$ 16,051,781**

Section 41. The following amounts are hereby appropriated for the Cooperative Extension Agent Program/County Extension/4-H Account for the fiscal year beginning July 1, 2018 and ending June 30, 2019, in accordance with the chart of accounts heretofore established for this county:

CoOp Agent Program Expenses	\$ 800
County Extension Expenses	2,000
4-H Account Expenses	1,500

**TOTAL APPROPRIATIONS \$ 4,300**

Section 42. It is estimated that the following revenues will be available for the Cooperative Extension Agent Program/County Extension/4-H Account for the fiscal year beginning July 1, 2018 and ending June 30, 2019:

Fees	\$ 1,300
Donations	1,500
4-H Livestock	1,000

Other Revenues	500	
<b>TOTAL ESTIMATED REVENUES</b>	<b>\$ 4,300</b>	
Section 43. The following amounts are hereby appropriated for the Emergency Medical Services Fund for the fiscal year beginning July 1, 2018 and ending June 30, 2019, in accordance with the chart of accounts heretofore established for this county:		
Salaries and Benefits	\$ 4,677,296	
Operating Expenses	693,800	
Debt Service	83,518	
Transfer General Fund-Performance Evaluations	12,478	
Capital Outlay	375,482	
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 5,842,574</b>	
Section 44. It is estimated that the following revenues will be available for the operations of Emergency Medical Services for the fiscal year beginning July 1, 2018 and ending June 30, 2019:		
Emergency Medical Services	\$ 2,601,603	
Cost Reporting Revenue	450,005	
Warren County Appropriation	110,303	
Transfer General Fund	2,664,663	
Halifax Fire District Contract	4,000	
Debt Setoff Collections	12,000	
Fund Balance	-	
<b>TOTAL ESTIMATED REVENUES</b>	<b>\$ 5,842,574</b>	
Section 45. The following amounts are hereby appropriated for the operations of Central Communications for the fiscal year beginning July 1, 2018 and ending June 30, 2019, in accordance with the chart of accounts heretofore established for this county:		
Salaries and Benefits	\$ 1,229,385	
Operating Expenses	137,780	
Capital Outlay	-	
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 1,367,165</b>	
Section 46. It is estimated that the following revenues will be available for the operations of Central Communications for the fiscal year beginning July 1, 2018 and ending June 30, 2019:		
City of Roanoke Rapids Contribution	\$ 318,687	
Town of Scotland Neck Contribution	51,129	
Town of Weldon Contribution	51,798	
Town of Enfield Contribution	62,506	
Town of Littleton Contribution	13,652	
Town of Hobgood Contribution	-	
Transfer General Fund	869,393	
<b>TOTAL ESTIMATED REVENUES</b>	<b>\$ 1,367,165</b>	
Section 47. The following amounts are hereby appropriated for the Fire District Funds for the operation of fire protection services for the fiscal year beginning July 1, 2018 and ending June 30, 2019, in accordance with the chart of accounts heretofore established for this county:		
Davie Fire District	\$ 401,500	
Darlington Fire District	82,700	
Rheasville Fire District	185,900	
Thelma Fire District	15	
Tillery Fire District	29,000	
Littleton Fire District	258,600	
Arcola Fire District	47,750	



Town of Littleton Tax Collections	\$ 260,000
City of Roanoke Rapids Tax Collections	8,427,000
Town of Weldon Tax Collections	770,000
Town of Scotland Neck Tax Collections	600,000
Town of Enfield Tax Collections	548,000
Town of Hobgood Tax Collections	57,000
Town of Halifax Tax Collections	78,000

**TOTAL ESTIMATED REVENUES** \$ 10,740,000

Section 51. There is hereby levied a tax at the rate of seventy-two cents (\$0.72) per one hundred dollars (\$100) valuation of property listed as of January 1, 2018, for the purpose of raising revenue included in "Ad Valorem Taxes - Current Year" in the General Fund in Section 2 of this ordinance.

This rate of tax is based on the estimated total valuation of property for the purpose of taxation of \$3,205,837,922 with an estimated collection rate of 97.50%.

Section 52. Pursuant to G.S. 153A-149(b)(7), there is hereby levied a tax at the rate of five cents (\$0.05) per one hundred dollars (\$100) valuation of property listed as of January 1, 2018, for the purpose of raising revenue for the repayment of debt incurred by the County pursuant to an Installment Financing Contract dated May 26, 2016, to finance the construction of a new elementary school to replace Manning Elementary School. The County shall cause all such revenues received under this levy to be deposited to the credit of the General Fund of the County, but to be disbursed only for said debt repayment. The rate of tax is based on an estimated total valuation of property for the purpose of taxation of \$3,205,837,922 with an estimated collection rate of 97.50%.

Section 53. Pursuant to G.S. 115C-511, there is hereby a levied tax at the rate of twenty cents (\$0.20) per one hundred dollars (\$100) valuation of property listed for the taxes as of January 1, 2018, located within the Weldon-Halifax Administrative School Unit for the purpose of supplementing the revenues of the Administration Unit. The rate of tax is based on an estimated total valuation of

Enfield Fire District	253,700
Halifax Fire District	101,200
Hobgood Fire District	26,200
Scotland Neck Fire District	105,100
Weldon Fire District	116,100
<b>TOTAL APPROPRIATIONS</b>	<u>\$ 1,607,765</u>

Section 48. It is estimated that the following revenues will be available for the Fire District Fund for the fiscal year beginning July 1, 2018 and ending June 30, 2019:

Tax Revenues	\$ 1,353,615
Sales Tax	254,150

**TOTAL ESTIMATED REVENUES** \$ 1,607,765

Section 49. The following amounts are hereby appropriated for the Tax Agency Fund for the fiscal year beginning July 1, 2018 and ending June 30, 2018, in accordance with the chart of accounts heretofore established for this county:

Town of Littleton Tax Payments	\$ 260,000
City of Roanoke Rapids Tax Payments	8,427,000
Town of Weldon Tax Payments	770,000
Town of Scotland Neck Tax Payments	600,000
Town of Enfield Tax Payments	548,000
Town of Hobgood Tax Payments	57,000
Town of Halifax Tax Payments	78,000

**TOTAL APPROPRIATIONS** \$ 10,740,000

Section 50. It is estimated that the following revenues will be available for the Tax Agency Fund for the fiscal year beginning July 1, 2018 and ending June 30, 2019:

TAXING DISTRICT	PROPERTY VALUATION	TAX RATE	REVENUE
Davie	\$ 314,550,265	0.0945	\$ 289,819
Darlington	72,556,180	0.0890	62,961
Rheasville	189,007,082	0.0705	129,919
Tillery	47,473,684	0.0475	21,986
Littleton	393,492,509	0.0534	204,872
Arcola	51,477,105	0.0677	33,979
Enfield	282,246,377	0.0690	189,881
Halifax	109,821,429	0.0728	77,951
Hobgood	29,927,007	0.0685	19,987
Scotland Neck	115,869,565	0.0690	77,951
Weldon	103,187,919	0.0894	89,944

Section 56. In accordance with G.S. 115C-429(b) the following appropriations are made to the Halifax County, Weldon City and Roanoke Rapids City School Districts for Current Expenses. Per Pupil ADM allocations for Charter School students residing in Halifax County are included in the three school systems' Current Expense allocations. The budget resolution adopted by those School Districts shall conform to the appropriations set forth in the Budget Ordinance.

**School Appropriations:**

	Halifax County	Roanoke Rapids	Weldon
Total Current Expense	\$ 2,506,990	\$ 2,233,775	\$ 846,466
Total Capital Outlay	539,141	502,181	314,508

- The Capital Outlay amount listed for RRGSD includes the QZAB debt service payment of \$89,500. The Capital Outlay amount also includes QSCB Debt Service for Weldon City Schools of \$60,978 and QSCB Debt Service for RRGSD of \$113,246.
- Additional Capital Outlay items are as follows: Enfield School project \$1,084,457 and Manning Elementary School project \$1,683,602.

property for the purpose of taxation of \$589,748,933 and an estimated collection rate of 97.50%.

There is hereby appropriated to the Weldon-Halifax Administrative Unit the sum of \$1,150,011 from the proceeds of said tax plus any additional revenue accruing to the Weldon-Halifax Administrative Unit as required by law from Sales Taxes and other sources.

**Section 54.** Pursuant to G.S. 115C-511, there is hereby levied a tax at the rate of ten cents (\$0.10) per one hundred dollars (\$100) valuation of property listed for taxes as of January 1, 2018, located within the Halifax County Schools Administrative School Unit for the purpose of supplementing the revenues of the Administration Unit. The rate of tax is based on an estimated total valuation of property for the purpose of taxation of \$1,845,719,844 and an estimated collection rate of 97.50%.

There is hereby appropriated to the Halifax County Schools Administrative Unit the sum of \$1,799,577 from the proceeds of said tax plus any additional revenue accruing to the Halifax County Schools Administrative Unit as required by law from Sales Taxes and other sources.

**Section 55.** The following taxes are hereby levied for the Special Fire Districts shown below. Each rate is per one hundred dollars (\$100) valuation of property listed for taxes as of January 1, 2018, located within each Fire District. This rate of tax is based on an estimated total valuation of real and personal property for the purposes of taxation of \$1,709,609,132. The rates of tax are based on an estimated collection rate of 97.50%.

There is hereby appropriated to the Fire Districts the sum of \$1,199,251 from the proceeds of said tax plus any additional revenue accruing to the Special Fire Districts as required by law from Sales Taxes and other sources.

**Section 57.** Additional sales tax revenues distributed to the County pursuant to G.S. 105-524 (Article 44\*524) must be appropriated for economic development, public education or community college purposes. Each fiscal year, the Halifax County Board of Commissioners will determine whether and how to appropriate Article 44\*524 funds that are actually held by the County at the time of adoption of the budget ordinance.

In this budget ordinance, the sum of \$936,153 is appropriated as follows:

Economic Development	\$ -
School Current Expense	150,000
School Capital Outlay	600,000
Halifax Community College County Current Fund	-
Halifax Community College Plant Fund	186,153
<b>TOTAL APPROPRIATIONS</b>	<b><u>\$ 936,153</u></b>

These appropriations are reflected in earlier sections of this budget ordinance.

**Section 58.** Pursuant to Chapter 54, Article III, of the Halifax County Code of Ordinances the collection fee assessed under Sections 54-29(a) shall be \$125.40 per year per dwelling unit, the disposal fee assessed under Section 54-30(a) shall be \$52.41 per year per dwelling unit, and the availability fee assessed under Section 54-31(a) shall be \$43.32 per year per dwelling unit.

**Section 59.** Funds collected from solid waste fees will be credited in accordance with the schedule adopted by the Board of Commissioners.

**Section 60.** The Budget Officer is hereby authorized to transfer appropriations as contained herein under the following conditions:

a. He/she may transfer amounts between line item expenditures within a department without limitation and without a report being required. These changes should not result in increases in recurring obligations such as salaries.

b. He/she may transfer amounts up to \$1,000 between departments, including contingency appropriations, within the same fund. He/she must make an official report on such transfers at the next regular meeting of their Board of Commissioners.

c. He/she may neither transfer any amounts between funds nor from any contingency appropriation within any fund, except as approved by the Board of Commissioners in the Budget Ordinance as amended.

**Section 61.** The Budget Officer may make cash advances between funds for periods not to exceed 60 days without reporting to the Board of Commissioners. Any advances that extend beyond 60 days must be approved by the Board. All advances that will be outstanding at the end of any fiscal year must be approved by the Board.

**Section 62.** The County Manager is hereby authorized to execute contractual documents under the following conditions:

a. He/she may execute contracts for construction, repair projects or design services requiring the estimated expenditure of \$15,000 or less, provided the amounts are within budgeted appropriations.

b. He/she may execute contracts for 1) purchases of apparatus, supplies, materials, or equipment which are within budgeted appropriations; and 2) services which are within budgeted appropriations.

c. He/she may execute grant agreements to or from public and non-profit organizations which are within budgeted appropriations, unless a grantor organization requires execution by the Board of Commissioners.

**Section 63.** Capital Outlay purchases shall be defined as equipment and physical property, other than land or buildings, having a useful life of more than three (3) years and cost in excess of \$5,000.

**Section 64.** Copies of this Budget Ordinance shall be furnished to the Clerk to the Board of Commissioners, the Budget Officer, the Finance Officer, and the Tax Administrator to be kept on file by them for their direction in the disbursement of funds.

**Section 65.** This 2018-2019 budget includes a ceiling on the maximum number of funded positions by department.

a. This budget provides for the following full-time employee positions:

Board of Elections	2
Cooperative Extension Service	4
County Management	6
Economic Development	3
Emergency Services - Central Communications	21
Emergency Services - Emergency Management	1
Emergency Services - Emergency Medical Services	66
Finance	8
Human Resources Management	5
Information Technology	4
Legal	3
Library	10
Natural Resources Conservation Service	3
Operations	17
Planning and Development	5
Public Health	84
Public Utilities	24
Register of Deeds	6
Sheriff	70
Sheriff - Jail	32
Social Services	175
Tax Administration	20
Tax Revaluation	7
Total Full-Time Positions	576

b. Pursuant to G.S. 128-21(11d) and G.S. 143-186.50(a)(3), the number of full time paid personnel who receive service retirement benefits for law enforcement officers supplemental retirement benefits for law enforcement officers may not exceed the number of law enforcement positions approved by the Halifax County Board of Commissioners. The number of law enforcement positions approved by the Halifax County Board of Commissioners is 70. Subject only to this limitation, the Sheriff may employ such personnel in any position he deems advisable.

c. The County Manager will continue to enforce a hiring freeze as positions come vacant, but may use discretion if a vacant position will negatively impact the revenue generation, work efficiency, or public safety of the County.

Adopted this 18th day of June 2018.

  
Vernon J. Bryant, Chairman  
Halifax County Board of Commissioners

  
Andlea H. Wiggins  
Clerk to the Board

Attachment B

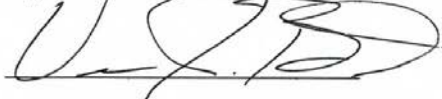
Budget Amendments

Fiscal Year 17 - 18

June 18, 2018

- |   |  |               |
|---|--|---------------|
| 1 | <b>KL2 Project</b> - Reduce budget for grant funds deobligated by US DoC and NCDOT Rail Access | \$ 196,792.00 |
|---|--|---------------|

Approved: June 18, 2018

A handwritten signature in black ink, appearing to read 'VJB', is written over a horizontal line.

Vernon J. Bryant  
Chairman

**MINUTES  
HALIFAX COUNTY  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
July 9, 2018**

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

The Halifax County Board of Commissioners held a Regular Meeting on Monday, July 9, 2018, at 9:30 A. M. in the Historic Courthouse, Halifax, North Carolina.

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

**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  
Linda E. Taylor, Interim Human Resources Management Director  
Ian M. Bumgarner, Senior Management Analyst  
Michelle F. Moseley, Paralegal

**ABSENT:** Honorable Linda A. Brewer  
Honorable Carolyn C. Johnson

**Call to Order**

Chairman Bryant called the meeting to order.

**Invocation and Pledge of Allegiance**

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

**Adoption of the Agenda**

Commissioner Smith requested that the subject of prayer in open meetings be added to the agenda under Other Business.

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

### **Conflict of Interest**

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

### **1. Consent Agenda**

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

#### **A. Approval of Minutes**

Andrea H. Wiggins, Clerk to the Board, requested that the Board approve the draft minutes of the June 5, 2017 Regular Meeting, June 19, 2017 Regular Meeting, and July 10, 2017 Regular Meeting.

#### **B. Property Tax Refunds and Releases - June 2018**

Doris B. Hawkins, Halifax County Tax Coordinator and Collector, requested that the Board approve the property tax releases in accordance with G. S. §105-380 and G. S. §105-381. Approval of the releases was required for the records to stand corrected. The following were the tax bills that required release during the month of June 2018, but did not require a refund. The seven accounts for tax years 2014-2017 were in the total amount of \$15,113.69. Real property consisted of one reduced real property value due to a timely appeal with the Assessor. Personal property consisted of a double-listed mobile home, one taxpayer filed an amended business personal property listing, one business closed in 2016, one corrected value for a 2017 bill, and one reduced real property value due to a timely appeal with the Assessor.

The refund was as follows: Deborah Sue Lloyd c/o Halifax County Tax Department. Post Office 68, Halifax, North Carolina 27839, parcel 1103033. Solid Waste Availability Fee was charged in error as follows: 2012 ASF \$41.75, 2013 ASF \$33.89, 2014 ASF \$41.75, 2015 ASF \$57.76, 2016 ASF \$59.25, and 2017 ASF \$40.60. The refund in the total amount of \$275 was returned to the Tax Department to be applied to the 2017 and 2018 tax bills for account 82019.

#### **C. Budget Amendments**

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

### **2. Agenda Items**

A. Wanda Clements-Spence, 2018 Elderly or Disabled Exclusion Application

C. Shane Lynch, County Assessor, addressed the Board regarding a 2018 late application for property tax relief concerning the elderly or disabled exclusion for Wanda Clements-Spence, parcel 0911070. North Carolina excluded from property taxes a portion of the appraised value of a permanent residence owned and occupied by North Carolina residents who were at least 65 years of age or were totally and permanently disabled and whose income did not exceed \$29,600. Applications for the elderly or disabled exclusion were due June 1 of the tax year; however, Ms. Clements-Spence application for exemption was received June 6, 2018. The Tax Department reviewed the application and had it been received before the deadline it would have been approved. The elderly and disabled exclusion application, letter from Mrs. Clements-Spence requesting consideration for late approval, N. C. G. S. 105-277.1(c) noting the application deadline of June 1, and the N. C. G. S. 105-282.1(a1) which addressed the late application were provided for the Board's review. It was requested that the Board determine whether to accept the late 2018 application for the elderly or disabled property tax relief exclusion for Wanda Spence Clements, parcel 0911070.

Commissioner Qualls moved to approve the 2018 late application for property tax relief concerning the elderly or disabled exclusion for Wanda Clements-Spence, parcel 0911070. Commissioner Manning seconded the motion, which passed unanimously by voice vote.

B. Colleen Dickens, 2018 Elderly or Disabled Exclusion Application

C. Shane Lynch, Tax Assessor, addressed the Board regarding a 2018 late application for property tax relief concerning the elderly or disabled exclusion for Colleen Dickens, parcel 1101397. North Carolina excluded from property taxes a portion of the appraised value of a permanent residence owned and occupied by North Carolina residents who were at least 65 years of age or were totally and permanently disabled and whose income does not exceed \$29,600. Applications for the elderly or disabled exclusion were due June 1 of the tax year; however, Ms. Dickens' application for exemption was received on June 8, 2018. The Tax Department reviewed the application and had it been received before the deadline it would have been approved. The elderly and disabled exclusion application, letter from Ms. Dickens requesting consideration for late approval, N. C. G. S. 105-277.1(c) noting the application deadline of June 1, and the N. C. G. S. 105-282.1(a1) which addressed the late application were provided for the Board's review. It was requested that the Board determine whether to accept the late 2018 application for the property tax relief concerning the elderly or disabled exclusion for Colleen Dickens, parcel 1101397.

Commissioner Manning moved to approve the late 2018 application for property tax relief concerning the elderly or disabled exclusion for Colleen Dickens, parcel 1101397. Commissioner Smith seconded the motion, which passed unanimously by voice vote.

C. 2017 Property Tax Settlement, Report of Insolvents, and Authorize Order for Tax Collector to Collect Taxes



Doris B. Hawkins, Tax Collector, addressed the Board and requested approval of the 2017 Property Tax Settlement, Report of Insolvents, and to charge the Tax Collector with collection responsibility for the next fiscal year. A brief PowerPoint presentation and a spreadsheet that documented the FY 2017-2018 levy from beginning levy to year-end was provided. The levy by property category for FY 2017-2018 was as follows: real property \$22,065,669.21, 89%, and personal property \$2,857,303.66, 11%. The collection percentage by category was as follows: real property levy 97.71%, personal property levy 98.79%, and the total combined levy 97.83%. It was requested that the Board approve the 2017 Report of Insolvents in the amount of \$124,376.73, which did not include motor vehicles.

Commissioner Qualls moved to approve the 2017 Property Tax Settlement, Report of Insolvents, and to charge the Tax Collector with collection responsibility for the next fiscal year. Commissioner Manning seconded the motion, which passed unanimously by voice vote.

D. Additional Law Enforcement Officer 401K Position

Sheriff S. Wes Tripp, Sheriff Office, addressed the Board and requested approval of a Law Enforcement Officer 401K position to be utilized as a School Resource Officer at the Northwest High School. This position would be a Deputy I, grade 65, step 15 in the amount of \$54,278.28, and would be reimbursed by the Halifax County Schools Board of Education. This position was considered to be similar to a grant funded position in that when the funding goes away the position would also go away. It was requested that the Board approve a Law Enforcement Officer 401K position to be utilized as a School Resource Officer at the Northwest High School.

Commissioner Qualls moved to approve a Law Enforcement Officer 401K position to be utilized as a School Resource Officer at the Northwest High School. Commissioner Manning seconded the motion, which passed unanimously by voice vote.

**3. Board Appointments**

Tourism Authority

Commissioner Qualls moved to reappoint Christina Gregory, Ronald Locke, and Percilla West to serve on the Tourism Authority, terms expiring July 31, 2021. Commissioner Manning seconded the motion, which passed unanimously by voice vote.

Commissioner Manning moved to appoint Jessica Hedgepeth to fill the unexpired term of Stacey Senters on the Tourism Authority, term expiring July 31, 2020. Commissioner Bryant seconded the motion, which passed unanimously by voice vote.

**4. Economic Development Report**

Cathy A. Scott, Economic Development Director, addressed the Board and provided a brief PowerPoint presentation regarding the monthly Halifax County Economic Development Commission Activity Report.

**5. County Manager's Report**

A. NCACC Annual Conference - Designation of Voting Delegate

Tony N. Brown, County Manager, addressed the Board requesting that the Commissioners designate a member to serve as voting delegate at the North Carolina Association of County Commissioners 111<sup>th</sup> Annual Conference that would be held in Catawba County on August 23-25, 2018.

Commissioner Manning moved to designate J. Rives Manning, Jr. to serve as the County's voting delegate at the North Carolina Association of County Commissioners 111<sup>th</sup> Annual Conference. Commissioner Qualls seconded the motion, which passed unanimously by voice vote.

B. Halifax County ABC Board Travel Policy

Tony N. Brown, County Manager, addressed the Board requesting approval of the Halifax County ABC Board Travel Policy.

Commissioner Manning moved to approve the ABC Board Travel Policy. Commissioner Qualls seconded the motion, which passed unanimously by voice vote.

**6. County Attorney's Report**

A. Conflicts of Interest Policy

M. Glynn Rollins, Jr., County Attorney, addressed the Board requesting the adoption of a Conflicts of Interest Policy as new regulations would go into effect regarding federal grants. In preparing for those changes, the Board needed to update the County's Conflicts of Interest Policy. In 2013, a Code of Conduct policy was adopted; however, it only applied to federal grants and needed to be updated. The proposed new Conflicts of Interest Policy would cover all procurement contracts and construction/repair contracts, regardless of the source of funding, which was preferred because the County received State grants that required the County to have an adopted Conflicts of Interest Policy. The 2013 federal grants Code of Conduct policy and the proposed new Conflicts of Interest Policy was provided for the Board's review. It was requested that the Board adopt the proposed Conflicts of Interest Policy.

Commissioner Manning moved to approve the Conflicts of Interest Policy. Commissioner Qualls seconded the motion, which passed unanimously by voice vote.

B. Resolution in Support of an All-Way Stop at N. C. Highway 43 and N. C. Highway 561

M. Glynn Rollins, Jr., County Attorney, addressed the Board and presented a resolution in support of an all-way stop at N. C. Highway 43 and N. C. Highway 561, which is attached to these minutes as Attachment B.

Ronald L. Keeter, Jr., North Carolina Department of Transportation, addressed the Board and introduced Kristin W. Barnes, P. E., District Engineer. Mr. Keeter stated that many calls and emails had been received regarding the safety of the intersection in Essex at N. C. Highway 43 and N. C. Highway 561. The Department of Transportation recommended an all-way stop, which was the most cost-effective improvement and would reduce accidents. It was requested that the Board adopt the resolution in support of an all-way stop at the intersection of N. C. Highway 43 and N. C. Highway 561.

Commissioner Manning moved to adopt the resolution in support of the proposed installation of an all-way stop at N. C. Highway 43 and N. C. Highway 561. Commissioner Qualls seconded the motion, which passed unanimously by voice vote.

**7. Other Business**

Commissioner Smith expressed concerns regarding the United States Supreme Court deciding not to hear the Rowan County case regarding the matter of prayer during open meetings and its potential affect, if any, on the manner in which the Commissioner prayed during its open meetings. The County Attorney recommended that he be allowed to provide the Board with a memorandum regarding all the matters involving the Rowan County case for the Board's review.

**8. Closed Session**

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

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

**9. Adjourn until August 6, 2018 Regular Meeting**

Commissioner Smith moved to adjourn the meeting until the August 6, 2018 Regular Meeting. Commissioner Qualls seconded the motion, which passed unanimously by voice vote.

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Vernon J. Bryant, Chairman  
Halifax County Board of Commissioners

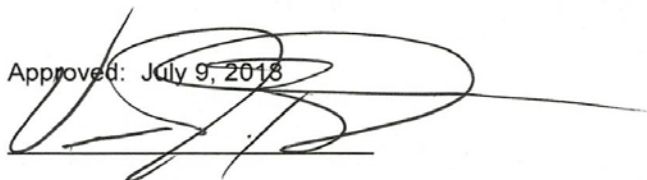
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Andrea H. Wiggins, MMC, Clerk to the Board  
Halifax County Board of Commissioners

Attachment A

Budget Amendments	Fiscal Year 17 - 18	July 9, 2018
1	<b>Sheriff</b> - Budget donation from Aman Family for Sheriff Employee Appreciation	\$ 100.00
2	<b>Operations - Cooperative Extension</b> - Budget insurance proceeds from burst pipe at Rural Life Center	43,058.71
3	<b>Home &amp; Community Care Block Grant</b> - modify budget for Revision #3; #4 is pending	44,207.00
4	<b>Library</b> - Budget additional e-rate revenue for FY 18 supplies	78.46
5	<b>DSS</b> - Budget additional Energy Share revenue per Funding Authorization #13 dated June 19, 2018	26.00
6	<b>DSS</b> - Reduce SHIFT NC budget to actual per quarterly Funding Authorization	9,250.00
7	<b>EMS</b> - Budget insurance proceeds from supplemental claim on a not-at-fault accident	10,963.99
8	<b>Cooperative Extension - Farmer's Market</b> - Budget additional revenue from booth rentals	600.00
9	<b>Cooperative Extension - Extension Agent Program</b> - Budget additional revenue from fees	15.00
10	<b>Cooperative Extension - County Agent Program</b> - Budget additional revenue from fees and donations	1,010.00
11	<b>Cooperative Extension - 4H</b> - Budget additional revenue from fees and activities	2,774.03

Approved: July 9, 2018



Vernon J. Bryant  
Chairman

Attachment B

RESOLUTION IN SUPPORT OF PROPOSED  
INSTALLATION OF AN ALL-WAY STOP AT THE INTERSECTION  
OF NC HIGHWAY 43 AND NC HIGHWAY 561

WHEREAS, the N. C. Department of Transportation (NCDOT) has received a number of calls and emails concerning the safety of the intersection of NC Highway 43 and NC Highway 561 in Essex, North Carolina; and

WHEREAS, NCDOT has recommended that an all-way stop be installed at this intersection as a proven and cost-effective way to improve safety at this intersection; and

WHEREAS, NCDOT requires the support of the Halifax County Board of Commissioners for the proposed installation of an all-way stop at this intersection; and

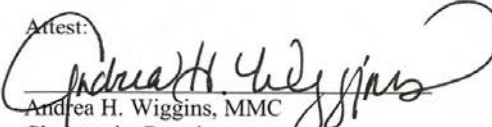
WHEREAS, the safety of the traveling public on the roads of Halifax County is of primary importance to the Board;

NOW, THEREFORE, it is hereby RESOLVED that the Halifax County Board of Commissioners does hereby express its support of the proposal to install an all-way stop at the intersection of NC Highway 43 and NC Highway 561 as a means of improving traffic safety at that intersection.

Adopted this 9th day of July, 2018.

  
\_\_\_\_\_  
Vernon J. Bryant, Chair  
Halifax County Board of Commissioners

Attest:

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



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

**TO:** Halifax County Board of Commissioners

**FROM:** Mary W. Duncan, Finance Director

**SUBJECT:** Budget Amendments

**DATE:** December 3, 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 12-3-18
- ▢ BA List for 12-3-18

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**TOTAL COST:**

**COUNTY COST:**

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**REQUEST:** Approve presented Budget Amendments

**Budget Amendments****Fiscal Year 18 - 19****December 3, 2018**

1	<b>Governing Body</b> - Transfer funds from Contingency for the increased actuarial cost of the GASB 75 OPEB report <b>(mandatory)</b>	\$ 1,195.00
2	<b>Transport &amp; Support Services</b> - Transfer funds from Contingency for the cost of the retirement (LGERS) audit <b>(mandatory)</b>	8,960.00
3	<b>Sheriff</b> - Budget revenue from the 2019 calendar fundraiser to be used for department's employee appreciation functions	3,000.00
4	<b>Cooperative Extension - Farmer's Market</b> - Budget additional funds towards telephone expense	170.00
5	<b>Library</b> - Decrease estimated FY 19 NC Library State Aid to actual per notification	999.00
6	<b>Cooperative Extension - Extension Agent Program</b> - Budget donations received during Harvest Days	20.00
7	<b>EMS</b> - Budget insurance proceeds from a not-at-fault motor vehicle accident	148.41
8	<b>NC Public School Capital Building Fund - Lottery</b> - Reimburse the state for FY 18 Sales Tax Refund to be used for future projects	5,759.89

Approved: December 3, 2018

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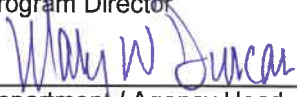
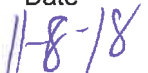
Vernon J. Bryant  
Chairman

## BUDGET AMENDMENT

Account Number / Name	Debit	Credit	Explanation
110-5110-5195-05 OPEB Actuarial Study	1,195.00		<b>GOVERNING BODY</b>
110-5128-5991-00 Contingency		1,195.00	APPROPRIATE ADDITIONAL FUNDS FOR THE GASB 75 OPEB STUDY
	1,195.00	1,195.00	

- \* 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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## BUDGET AMENDMENT

Account Number / Name	Debit	Credit	Explanation
110-5128-5191-00 Audit Acct & Reporting	8,960.00		<b>TRANSFER AND SUPPORT SERVICES</b>
110-5128-5991-00 Contingency		8,960.00	APPROPRIATE FUNDS FOR FY18 LGERS PENSION TESTING NOT IN ORIGINAL BUDGET FOR AUDIT FEES
	8,960.00	8,960.00	

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

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

Approval for Performance Compensation

Human Resources Director

Date

Program Director

Date

Department / Agency Head

Date

County Manager or

Date

Deputy County Manager or

County Commissioner Chairman

NOV 01 2018

## BUDGET AMENDMENT

Account Number / Name	Debit	Credit	Explanation
110-5310-5176-00 Employee Appreciation	3,000.00		SHERIFF DEPT
110-4410-4839-03 Miscellaneous Revenue		3,000.00	TO APPROPRIATE ADDITIONAL REVENUE FROM THE SHERIFF 2019 CALENDARS
	3,000.00	3,000.00	

\* 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

*Wesley Sheriff*

11/1/2018

Department / Agency Head

Date

County Manager or

Date

Deputy County Manager or

County Commissioner Chairman

# BUDGET AMENDMENT

Account Number / Name	Debit (Expense Increase) (Revenue Decrease)	Credit (Expense Decrease) (Revenue Increase)	Explanation
110-5949-5321-00 - Telephone	170.00		Cooperative Extension - Farmers Market
110-4410-4310-74 - Farmers Market Revenue		170.00	Budget additional funds
<b>TOTALS</b>	170.00	170.00	


- \* 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	Credit	Explanation
			<b>Library 2019</b>
110-4611-4330-58 - Library State-Aid	999.00		Decrease budget per notification from State
110-7110-5260-00 - Office Supplies		999.00	
<b>TOTALS</b>	<b>999.00</b>	<b>999.00</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

Date

Deputy County Manager or

County Commissioner Chairman

# BUDGET AMENDMENT

Account Number / Name	Debit (Expense Increase) (Revenue Decrease)	Credit (Expense Decrease) (Revenue Increase)	Explanation
127-5955-5920-00 - Rosenwald School Improvements	20.00		Cooperative Extension - Extension Agent Programs -
127-4500-4320-19 - Donations Rosenwald School		20.00	Budget additional funds
<b>TOTALS</b>	20.00	20.00	


- \* 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
130-9800-5353-00 / Maint & Rep-Vehicles	148.41		EMS
130-4439-4839-97 / Insurance Claims Reimb		148.41	To budget insurance claims reimbursement for a not at fault accident (struck by another vehicle)
<b>TOTALS</b>	<b>148.41</b>	<b>148.41</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

<div style="display: flex; justify-content: space-between;"> <span>Program Director</span> <span>Date</span> </div> <div style="text-align: center; margin-top: 10px;"> </div>	<div style="display: flex; justify-content: space-between;"> <span>Department / Agency Head</span> <span>Date</span> </div> <div style="text-align: center; margin-top: 10px;"> </div>
<div style="display: flex; justify-content: space-between;"> <span>County Manager or Deputy County Manager or County Commissioner Chairman</span> <span>Date</span> </div>	

## BUDGET AMENDMENT

Account Number / Name	Debit	Credit	Explanation
445-6901-5912-35 NC PSCBF-Reimb Sales Tax	5,759.89		<b>NC PSCBF-LOTTERY</b>
445-4594-4991-00 Fund Balance		5,759.89	APPROPRIATE SALES TAX TO BE REIMBURSED TO DEPARTMENT OF PUBLIC INSTRUCTION TO BE USED FOR FUTURE LOTTERY PROJECTS
	5,759.89	5,759.89	

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

**TO:** Halifax County Board of Commissioners

**FROM:** Doris Hawkins, Halifax County Tax Collector

**SUBJECT:** Property Tax Releases - November 2018

**DATE:** December 3, 2018 Regular Meeting

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**SUPPORTING INFORMATION:**

The releases report will be provided after the month-end is completed on the last business day of the month.

**ATTACHMENTS:**

Description

No Attachments Available

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**TOTAL COST:**

**COUNTY COST:**

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**REQUEST:** Approve the November 2018 property tax releases. The releases report will be provided after the month-end is completed on the last business day of the month.



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

**TO:** Halifax County Board of Commissioners

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

**SUBJECT:** 2019 Board of Commissioners Meeting Schedule

**DATE:** December 3, 2018 Regular Meeting

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**SUPPORTING INFORMATION:**

Attached, please find the 2019 Board of Commissioners Meeting Schedule for review and approval.

**ATTACHMENTS:**

Description

- ▯ 2019 Board of Commissioners Meeting Schedule

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**TOTAL COST:**

**COUNTY COST:**

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**REQUEST:** Approve the 2019 Board of Commissioners Meeting Schedule.



## HALIFAX COUNTY BOARD OF COMMISSIONERS 2019 MEETING SCHEDULE

MEETING DATE	TIME	LOCATION
Monday, January 7, 2019	9:30 A. M. Regular Meeting	Historic Courthouse
Tuesday, January 22, 2019	5:30 P. M. Regular Meeting	Historic Courthouse
Monday, February 4, 2019	9:30 A. M. Regular Meeting	Historic Courthouse
Monday, February 18, 2019	5:30 P. M. Regular Meeting	Historic Courthouse
Monday, March 11, 2019	9:30 A. M. Regular Meeting	Historic Courthouse
Monday, April 1, 2019	9:30 A. M. Regular Meeting	Historic Courthouse
Monday, April 15, 2019	5:30 P. M. Regular Meeting Budget Work Session	Historic Courthouse
Monday, April 22, 2019	5:30 P. M. Budget Work Session	Historic Courthouse
Monday, May 6, 2019	9:30 A. M. Regular Meeting	Historic Courthouse
Monday, May 20, 2019	9:30 A. M. Budget Presentation	Historic Courthouse
Monday, June 3, 2019	9:30 A. M. Regular Meeting & Budget Public Hearing	Historic Courthouse
Monday, June 17, 2019	9:30 A. M. Budget Adoption	Historic Courthouse
Monday, July 8, 2019	9:30 A. M. Regular Meeting	Historic Courthouse
Monday, August 5, 2019	9:30 A. M. Regular Meeting	Historic Courthouse
Tuesday, September 3, 2019	9:30 A. M. Regular Meeting	Historic Courthouse
Monday, September 16, 2019	5:30 P. M. Regular Meeting	Historic Courthouse
Monday, October 7, 2019	9:30 A. M. Regular Meeting	Historic Courthouse
Monday, October 21, 2019	5:30 P. M. Regular Meeting	Historic Courthouse
Monday, November 4, 2019	9:30 A. M. Regular Meeting	Historic Courthouse
Monday, November 18, 2019	5:30 P. M. Regular Meeting	Historic Courthouse
Monday, December 2, 2019	9:30 A. M. Organizational Meeting and Regular Meeting	Historic Courthouse
Friday, December 6, 2019	9:00 A. M. Retreat	Center for Energy Education



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

**TO:** Halifax County Board of Commissioners

**FROM:** Ginny Orvedahl, Library Director

**SUBJECT:** Computers in Libraries Conference Scholarship

**DATE:** December 3, 2018 Regular Meeting

---

**SUPPORTING INFORMATION:**

Attached find a copy of the email announcing the Computers in Libraries Conference Scholarship

**ATTACHMENTS:**

Description

- ☐ Computers in Libraries Conference Scholarship
- ☐ Computers in Libraries Conference Scholarship Application

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**TOTAL COST:**\$2,500

**COUNTY COST:**0

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**REQUEST:** Approve the submission of the Computers in Libraries Conference Scholarship for Barbara Valdes, Library Associate, the receipt of funds, if awarded, and authorize the appropriate staff to execute the documents.

cplda-bounces@lists.ncmail.net  
on behalf of  
Clossey, Lauren <lauren.clossey@ncdcr.gov>

Thu 9/20, 3:50 PM

The State Library of North Carolina is offering **5 scholarships** for North Carolina library staff to attend the **Computers in Libraries Conference** in Arlington, VA from March 26-28, 2019. Applicants must be nominated by their director.

The focus of the conference is on emerging and leading edge technology that allows us to engage with, and bring strategic value to, our user communities. It provides the latest information and practices for you to make informed choices for your community. Information about the **Computers in Libraries** conference is available here: <http://computersinlibraries.infotoday.com/2019/Default.aspx>.

Nominations should include why this person would benefit from attending the conference and why you chose to nominate this person. Strong applications will discuss ways that this conference will further the nominee's professional goals. Also, what technology programming or projects is the library undertaking that could be positively impacted by a library employee attending this conference? What knowledge does the nominee hope to gain from attending this conference? Will you use knowledge gained at this conference to build any potential partnerships?

Please review the scholarship rubric before completing an application to see how applications will be scored. <https://tinyurl.com/yagynxdc>.

Applicants will be asked to provide their county's tier designation ([Dept. of Commerce site](#)) as well as if the county was chosen for the Hometown Strong initiative (Burke, Edgecombe, Lenoir, Madison, Pasquotank, and Robeson Counties). When completing the application, please use the county designation for the branch where the nominee works.

The scholarship will reimburse up to \$2,500 for these allowable costs: conference registration (no pre-conference), lodging (3/25-3/28), and travel costs (flight, taxi, etc). This scholarship is reimbursable through the awarded library.

Applications will be accepted through the end of the business day (5:30 p.m.) on **Friday, October 26**. Awards will be announced **Friday, November 16**. If chosen, all scholarship recipients agree to attend the entire conference.

**APPLY HERE:** <https://www.surveymonkey.com/r/MCR5X67>

**\*\*I will be out of the office until October 1 with no access to email, so please forward all questions to [lsta@ncdcr.gov](mailto:lsta@ncdcr.gov).\*\***

*This project/program/service is made possible by funding from the federal **I**nstitute 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 N.C. Department of Natural and Cultural Resources (IMLS grant number LS-00-18-0034-18).*

**Lauren Clossey**

Continuing Education Consultant

NC Dept. of Natural and Cultural Resources

919-807-7416 office

[lauren.clossey@ncdcr.gov](mailto:lauren.clossey@ncdcr.gov)

Halifax County Library System

P.O. Box 97, Halifax, NC 27839

Ginny Orvedahl

[orvedahlg@halifaxnc.com](mailto:orvedahlg@halifaxnc.com)



252-583-3631

Barbara Valdes

bav1968@gmail.com

252-583-3631

services librarian/cataloger for the Halifax County Library System on June 1, 1999.

She received her Bachelor's Degree in political science and history from the University of Wisconsin-Madison in 1993.

She has also taken extra technology related course work on her own. She willingly took an online cataloging course from East Carolina University located in Greenville, NC within six months of her hire date. She assisted in the migration of the library system (five libraries) from a stand- alone system to an Integrated Library System in 2004. When Barbara began her employment with the library system, it had only one public access Internet computer in each branch. We now have 56 public access computers within our system. I am nominating her because I believe her attendance at the Computers in Libraries conference will increase her knowledge of the behind the scenes technical aspect of libraries, which in turn will help her help the other branch librarians with their cataloging, as well as help the staff assist patrons with their technology needs. The Halifax County

The Halifax County Library System is in the middle of two technology projects. We are going from a contracted tech support service to in-house tech support. This involves training our county tech staff, as well as training a newly hired tech support half-time staff member who will be dedicated to the library system. We are also migrating to a new automation system that being NC Cardinal. The system, while supported by State Library staff, will require more of the Halifax County Library System staff in terms of day to day support. Barbara's attendance at this conference will teach her tools and make her aware of resources that will improve the quality of the above projects.

includes rapid intensification of issues for users, especially with those feeling "left behind" by the changes. In our economically strapped county, we have a large percentage of patrons who are either unable to do basic tasks like applying for jobs or even sending email messages with attachments. We do the best we can to assist with these issues but as technology increases, the hurdles they are facing will also increase because they aren't able to get over them without our help. I am nominating Barbara so that she may learn what technological changes are appearing on the horizon, and will be able to assist our patrons by bridging the gap between what they know now and what they will need to know in the future. The local Department of Social Services, Social Security Administration, as well as the Employment Security Commission, and employers refer their clients to our library system for help with online applications for jobs, and benefits. We would like to partner with these agencies and employers to have them help us help

Tier 1





**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:** Public Comment Period

**DATE:** December 3, 2018 Regular Meeting

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**SUPPORTING INFORMATION:**

Attached, please find the Public Comment Statement.

**ATTACHMENTS:**

Description

▢ Public Comment Period Statement

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**TOTAL COST:**

**COUNTY COST:**

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**REQUEST:**



## **OPENING STATEMENT PUBLIC COMMENT PERIOD**

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

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

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

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

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

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



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

**TO:** Halifax County Board of Commissioners

**FROM:** Dr. Deron Coy, Correctional Behavioral Health

**PRESENTER:** Dr. Deron Coy, Correctional Behavioral Health

**SUBJECT:** Halifax County Stepping-Up Mental Health Program

**DATE:** December 3, 2018 Regular Meeting

---

**SUPPORTING INFORMATION:**

A brief PowerPoint presentation will be held regarding the Halifax County Stepping-Up Mental Health Program.

**ATTACHMENTS:**

Description

- ▢ Halifax County Stepping-Up Mental Health Program

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**TOTAL COST:**

**COUNTY COST:**

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**REQUEST:**



# Halifax County Stepping-Up Mental Health Program

Halifax County Detention Center

12-3-2018

Dr. Deron Coy

Correctional Behavioral Health

# Program History

- Correctional Behavioral Health was contacted by 5 County Stepping-Up, headed by Vance-Granville Health Dept., in Spring 2017
- Funding provided for January 2018 through June 2018 for Halifax county jail pilot program by 5 County Stepping-Up
- Funding continued for 2018-2019 fiscal year by Halifax County.

# Goals of Stepping-Up Program

- Assess the percentage of Serious and Persistently Mentally Ill (SPMI) in the jail
- Provide ongoing mental health treatment to detainees, with emphasis on SPMI
- Explore alternative sentencing for SPMI
- Ultimate goal – prebooking diversion of SPMI from the jail

# Intervention in the jail

- From January to mid-November:
  - 173 individual mental health sessions
  - With 55 detainees

Initial sessions take mental health history, provide diagnosis, determine current status, and provide treatment recommendations

Follow-ups assess stability over time, provide psychoeducation and treatment, and link to community mental health providers

# Prevalence of Mental Health Cases In Halifax Jail

- Booking and medical intake forms, medication records, available history, and in-jail assessments indicate 10-15 percent of the jail population meets criteria for SPMI
- SPMI categories:
  - Psychotic Disorders
  - Bipolar Disorder
  - Severe Depression

# Prevalence of Mental Health Cases in Halifax County Jail

- Of the 55 detainees assessed:
  - 47 percent SPMI
  - 20 percent Moderately to Mildly Depressed
  - 13 percent primarily Substance Abuse
  - 11 percent No Diagnosis
  - Remainder had intellectual limitations, antisocial based tendencies, or anxiety

# Meeting Goals

- Assess prevalence and provide initial and ongoing treatment
  - Within weeks of being online for videoconference
- Establish alternative sentencing
  - Mental Health Court – ongoing effort with Judge Branch, Visions Behavioral Health, and Cardinal Innovations
- Diversion - Unmet, but the ultimate goal



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

**TO:** Halifax County Board of Commissioners

**FROM:** Audrey Hardy, Chairman

**PRESENTER:** Audrey Hardy, Chairman

**SUBJECT:** Parks and Recreation Advisory Board Amendments to By-Laws

**DATE:** December 3, 2018 Regular Meeting

---

**SUPPORTING INFORMATION:**

The Parks and Recreation Advisory Board is recommending some changes to its by-laws and needs the Board of Commissioners to review and approve the changes.

**ATTACHMENTS:**

Description

- ▢ Parks and Rec Revised By-Laws

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**TOTAL COST:**

**COUNTY COST:**

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**REQUEST:** The Parks and Recreation Advisory Board requests that changes made to the Parks and Recreation Advisory Board's by-laws be approved by the Board of Commissioners.



# **Halifax County Parks and Recreation Advisory Board**

## **By-Laws**

### **Article I – Powers and Duties**

**Section 1.** The Halifax County Parks and Recreation Advisory Board shall serve as an Advisory Board to the Halifax County Board of Commissioners with powers set forth by these by-laws adopted by the Advisory Board in consultation with the County Manager and the County Commissioners.

**Section 2.** The Advisory Board shall make recommendations to the County Manager and the County Commissioners concerning recreation policies, programs, grants, capital expenditures or other issues related to parks and recreation in accordance with the adopted Halifax County Comprehensive Parks and Recreation Master Plan.

### **Article II – Appointment and Composition of the Board**

**Section 1.** The Advisory Board shall be appointed by the Halifax County Commissioners in accordance with the Halifax County Board Appointment Policy. The Advisory Board shall not exceed ~~fifteen (15)~~ **ten (10)** members that represent the diverse nature of Halifax County. Vacancies occurring for reasons other than the expiration of terms shall be filled as they occur for the remainder of the unexpired terms.

**Section 2.** The Advisory Board, at its discretion, may also include ad-hoc members from the community in those situations where it may be beneficial. Examples of this type of community involvement may include individuals with experience in recreation projects. These individuals will be non-voting liaison representatives.

### **Article III – Officers of the Board**

**Section 1.** There shall be a Chair and a Vice-Chair of the Advisory Board. An election of the Chair and Vice-Chair shall be held by the Board members at the first official meeting and yearly

thereafter. The Deputy County Manager, or his or her appointee, shall serve as Secretary to the Board and will have no vote.

**Section 2.** ~~Officers shall serve for one year from election with eligibility for re-election.~~ Officers shall be elected each year, with eligibility for re-election, in December and shall serve for one year beginning in January of the following year. New officers shall take office at the subsequent regular meeting after the election. In the event an officer's appointment to the Board is terminated, a replacement to this office shall be elected by the Board, from its membership, at the meeting following termination.

#### **Article IV – Duties of the Officers**

**Section 1.** The Chair shall preside at all meetings and sign all documents relative to action taken by the Board. The Chair shall appoint any committees deemed necessary from time to time by the Board (see Article V).

**Section 2.** When the Chair is absent, the Vice-Chair shall perform the duties of the Chair. When both the Chair and the Vice-Chair are absent, those Board members who are present shall select a temporary Chair.

**Section 3.** As the Secretary of the Board, the Deputy County Manager, or his or her appointee, may delegate all or part of the duties to another County Management staff member, but shall hold the office of the Secretary and shall be held responsible for the satisfactory accomplishment of the secretarial duties. The Secretary shall email or mail to all Board members copies of official reports and draft minutes of all regular and special meetings prior to the next scheduled meeting. The Secretary serves as an ex-officio, non-voting officer, and does not make up the majority or a quorum of the Board.

#### **Article V – Committees**

**Section 1.** The Executive Committee shall consist of the Chair, the Vice Chair and the Secretary, and shall be a standing committee. The Secretary has no vote.

**Section 2.** The Board Chair is authorized to appoint such other standing or ad hoc committees as may be deemed necessary or appropriate by the Board.

**Section 3.** Membership of the committees shall consist of Board Members and may consist of community representatives appointed by the Board. A Board Member shall chair all committees.

**Section 4.** The Chair and the Secretary shall serve as ex-officio members of all committees and, as such, shall be notified of the committee meetings.

## **Article VI – Terms and Vacancies**

**Section 1.** Each member shall be appointed by the Halifax County Commissioners in accordance with the Board Appointment Qualifications and Guidelines. Each member will be appointed to a three-year term and reappointed at the discretion of the County Commissioners. Initial appointments shall be arranged so that approximately one-third of the terms will expire each year. One-third of the initial appointments shall expire after one year, with the understanding that those appointees may be reappointed by the County Commissioners to a new three-year term. An additional one-third of the initial appointments shall expire after two years, with the understanding that those appointees may be reappointed by the County Commissioners to a new three-year term. The final one-third of the initial appointments will have three year terms and will be reappointed at the discretion of the County Commissioners.

**Section 2.** Each appointee is permitted to serve a maximum of three consecutive terms, except for the initial appointees who are appointed to serve one or two-year terms. Those appointees may serve a maximum of four consecutive terms.

## **Article VII – Meetings and Quorum**

**Section 1.** Regular meetings of the Board shall be held on a monthly basis on a schedule to be determined by the Board. The Secretary shall publish notice of regular meetings in accordance with the North Carolina Open Meetings Law as amended from time to time.

**Section 2.** The Chair of the Board or, in his/her absence, the Vice-Chair, may call a special meeting of the Board. In addition, special meetings shall be called upon written request by ~~eight or more~~ a majority of Board members. Each member shall receive a 48 hour notice of any special meeting. The Secretary shall publish notice of special meetings in accordance with the North Carolina Open Meetings Law as amended from time to time.

**Section 3.** A quorum of the Board shall be in attendance at any meeting before official action may be taken. A quorum is the majority of the presently appointed Board members. Vacancies shall not be counted in determining the presence of a quorum.

## **Article VIII – Attendance of Members**

**Section 1.** If an appointee, in any calendar year, has unexcused absences which constitute more than 25 percent (25%), or three (3) consecutive meetings of the Board meetings which he or she is required to attend pursuant to his or her appointment, he or she is obligated to resign.

Excused absences are defined as absences caused by events beyond one's control. If the individual refuses to resign, he or she may be dismissed by action of the Board of

Commissioners. A calendar year is defined as a 12-month period beginning on the date of appointment.

## **Article IX – Supplemental Policies and Procedures, Amendments**

**Section 1.** Operational policies or procedures to supplement these by-laws may be developed and approved by the majority vote of the Board. Such policies and procedures shall be maintained in writing by the Secretary. In the event of a conflict between such policies and procedures with these by-laws, these by-laws shall control.

Section 2. The Board may make recommendations to the Halifax County Board of Commissioners for amendments to these by-laws. Any recommendation for changes to these by-laws may be made at any duly called meeting of the Board. Any proposed amendments to be considered for such recommendation shall be submitted to the Board not less than fifteen (15) days in advance of the meeting. Approved recommendations shall be presented to the Halifax County Board of Commissioners for final adoption.

## **Article X – Communication with Board of Commissioners**

**Section 1.** The Advisory Board ~~may periodically~~ will report bi-annually to the Board of Commissioners any updates regarding grants, projects, or other matters that may be of interest to the County Commissioners to keep them updated on the work of the Advisory Board. The Chair, Vice-Chair or Secretary shall appear before the Board of Commissioners to request official action of the Board to apply for grants or receive official permission before proceeding with any projects requiring County funding or funding to be received by the County.

## **Article XI – Proxy**

**Section 1.** Proxy voting will not be allowed or recognized at any meeting.

## **Article XII – Voting**

**Section 1.** Voting members shall consist of the Chair, the Vice-Chair, and the Board Members present and representing the duly established work of the Advisory Board. In the event of a tie vote, the motion fails.

## **Article XIII – Parliamentary Procedures**

**Section 1.** Parliamentary procedures are adhered to as reflected in the latest edition of Robert's Rules of Order and shall prevail at official meetings of the Board unless otherwise specified by the by-laws.

#### **Article XIV – Diversity**

**Section 1.** The Halifax County Parks and Recreation Advisory Board believes that the membership and leadership should be reflective of the diverse population within Halifax County. Every effort should be made to ensure representation of underrepresented groups.

#### **Article XV – Non-Discrimination**

**Section 1.** The Advisory Board shall not discriminate in any manner against any person or group by reason of race, gender, national origin, ability, sexual orientation, religious or political affiliation.



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

**TO:** Halifax County Board of Commissioners

**FROM:** C. Shane Lynch, Tax Assessor

**PRESENTER:** C. Shane Lynch, Tax Assessor

**SUBJECT:** C. D. Williams Construction Company, Inc.

**DATE:** December 3, 2018 Regular Meeting

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**SUPPORTING INFORMATION:**

In the state of North Carolina, businesses are required to list any business related personal property and/or business related improvements to leased real property during the annual listing period each year. When a business does not accurately list their personal property or list it at all, N.C. G.S. 105-312 allows the Assessor to create a discovery bill for the current year and for any of the preceding five years during which it escaped taxation. The same statute allows the Tax Assessor and Tax Collector to add a penalty of ten percent (10%) of the amount of the tax for the earliest year in which the property was not listed, plus an additional ten percent (10%) of the same amount for each subsequent listing period that elapsed before the property was discovered. This statute also gives the Board of Commissioners the authority to compromise, settle, or adjust the taxes and penalty.

The owner of C. D. Williams Construction Company, Inc. has asked the Halifax County Commissioners for any consideration they can give towards the late list penalties applied to his discovery bill. This bill has been penalized to the maximum penalty allowed by law.

See attached letters from the accountant of the property owner for details. Also see the breakdown of penalties and a copy of N. C. G. S. 105-312 regarding discovered property; appraisal; penalty.

**ATTACHMENTS:**

Description

- ▢ Williams penalty, letter, evidence and statute

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**TOTAL COST:**

**COUNTY COST:**

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**REQUEST:** The Board of Commissioners decides whether to leave the penalty as is or whether to compromise, settle, or adjust the late list penalties for C.D. Williams Construction Co, Inc.'s business personal property for the 2013-2018 tax years.

**C D Williams Construction Co, Inc (46108 - 4610809)**

<u>Year</u>	<u>G01 Penalty</u>	<u>RRS Penalty</u>	<u>FDV Penalty</u>	<u>Total Penalty</u>	<u>%</u>
2018	\$ 137.17	\$ 39.50	\$ 16.59	\$ 193.26	10%
2017	\$ 299.54	\$ 86.41	\$ 36.29	\$ 422.24	20%
2016	\$ 297.08	\$ 85.70	\$ 35.99	\$ 418.77	30%
2015	\$ 368.31	\$ 113.52	\$ 47.68	\$ 529.51	40%
2014	\$ 361.06	\$ 111.51	\$ 47.79	\$ 520.36	50%
2013	\$ 431.87	\$ 133.37	\$ 57.16	\$ 622.40	60%

# *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

August 1, 2018

Mr. Charlie Williams  
C. D. Williams Construction Company, Inc.  
PO Drawer E  
1609 West 5th Street  
Roanoke Rapids, NC 27870-0840

Re: C. D. Williams Construction Company, Inc. – Halifax County ID# 46108

Dear Mr. Williams:

Our auditors have finalized their audit to determine the accuracy of Business Personal Property Listings filed with this office for the years as reflected below. Please accept this as our official notice of our audit findings, proposed property discovery, and abstract correction as provided by North Carolina General Statute 105-312.

## **Summary of Audit Findings:**

Information reviewed for this account included the depreciation schedule and trial balance data for the year ending 2017 and the Halifax County Business Personal Property Tax Listings for tax years 2013 thru 2018.

## **Supplies**

This asset category reflects no variances for tax years 2013 thru 2018. Supplies were accepted as reported for all tax years under review. See the attached worksheets for further details of the calculation of tax values as presented in the table below.

## **Phone System, Furniture & Fixtures, Data Processing, Copier, Vehicles and Machinery & Equipment A10**

These categories have variances for the tax years 2013 thru 2018. The majority of the differences are the result of not listing all assets as shown on the depreciation schedules and not listing IRP plated vehicles. See the attached schedules and worksheets for further details of the calculation of tax values as presented in the table below.



*Where the Spirit of Independence Was Born*



Summary of  
Total Tax Values

C D Williams Construction Co., Inc.  
County ID #46108

Halifax County  
7/11/2018

<u>Tax Year</u>	2018	2017	2016	2015	2014	2013	Total
Supplies	0	0	0	0	0	0	0
CIP	0	0	0	0	0	0	0
Phone System	0	-951	-951	-951	-951	-951	-4,755
F&F	-659	-659	-748	-760	208	174	-2,443
DP	2,085	3,278	4,804	285	446	-280	10,618
Copier	114	183	279	366	0	0	941
Vehicles	43,810	48,191	53,010	58,310	30,350	33,386	267,057
M&E A10	131,149	141,972	70,514	68,883	76,140	73,522	562,179
	176,500	192,014	126,907	126,132	106,193	105,851	833,597



## C. D. WILLIAMS CONSTRUCTION CO., Inc.

P.O. DRAWER E  
1609 W. FIFTH STREET  
ROANOKE RAPIDS, N. C. 27870

Contractors - Builders - Equipment Rental

PHONE (252) 537-9112  
FAX (252) 537-9114  
cdw.cranes@gmail.com

September 10, 2018

Halifax County Commissions  
Halifax, NC 27839

Re: Supporting evidence to waive tax penalties for one of the few companies you have left in  
Halifax County

My defense is simple. I listed my vehicles as I understood the rules, as I was told three times, if it has a plate and is registered with DOT, do not list—the same as each of you do with your plated vehicles. If I was doing wrong, why couldn't the tax office explain these rules a little better or possibly show the general public a rule book? No rule book exists. The tax office by their own words admits IRP registration has many confusing rules. I certainly did not try to hide these big pieces of equipment. Everyone in Halifax County knows I have them. If I was trying to avoid paying taxes, why would I put my name on the side and donate their services at community events, such as "Touch a Truck?" The few rules I have been able to dig up state: Property tax laws require counties to assess the value of motor vehicles registered with DMV and to prepare a tax bill. All of my vehicles are registered with DMV and are tagged. How can I pay a tax bill if I never received a bill? I say the tax office dropped the ball by thinking a truck crane with a plate is the same as a bulldozer with no plate.

Halifax County should take notice of how Chatham County handles IRP tagged vehicles. At least they print out rules that the public can read and understand. I can read and understand starting in January 2018 to list my IRP plated vehicles on my green January listing form in Chatham County. I can find nothing printed out by Halifax County. This only started in 2018. Before that Chatham had the same old system as Halifax County I assume. It states current vehicles meeting IRP criteria are assessed and taxed as part of the normal July tax notice at the time that the tax office receives NC DMV information prior to billing.

More evidence I did not intentionally not list my vehicles straight from the IRP Registration Plan Manual: General Statute 105-330 adopted by the NC General Assembly in 1991 allows the renewal of a license plate to service as a property tax listing for motor vehicles. More evidence that IRP registered vehicles present the Halifax County tax office and me, the general public, with many confusing rules on listing equipment with a license plate for tax purposes. DMV official web site states: IRP vehicles are exempt from property taxes General Statute 20-84.

For the above stated reasons I ask the Commissioners to waive penalties assessed from confusing rules that no one can explain or understand. Please consider, this 50-year old company has paid our fair share of taxes. Halifax County certainly does not need to lose another 50-year old company over tax penalties.

Respectfully submitted

C. D. WILLIAMS CONSTRUCTION CO., INC.

Charlie Williams  
President

## **Important Information on International Registration Plan (IRP) Trucking License Plates Effective January 2018**

State law now requires that certain vehicles be listed with the Chatham County Tax Office. Any vehicle plate that meets the definition of an International Registration Plan (IRP) must be included on listing forms in January of each year, starting in January 2018.

**WHAT IS AN IRP?** An IRP is defined as vehicles meeting all of these conditions:

1. Is used or intended for use in two or more member jurisdictions, which includes vehicles crossing ANY of the borders of the U.S. states, the District of Columbia and the ten Canadian provinces.
2. Is used to transport persons for hire, OR is designed, used, or maintained primarily to transport property or goods.
3. Has one of the following:
  - a. A power unit / trailer having two axles and a gross vehicle weight or registered gross vehicle weight in excess of 26,000 pounds
  - b. A power unit / trailer having three axles or more regardless of weight
  - c. When used in combination gross weight of such combination exceeds 26,000 pounds gross vehicle weight AND must travel two or more jurisdictions noted in A. above.

\* **CURRENT SYSTEM ENDS IN 2018:** 2017 is the last year of the current format of billing. Current vehicles meeting the IRP criteria are assessed and taxed as part of the normal July tax notice at the time that the Tax Office receives NC Division of Motor Vehicles (NCDMV) information prior to billing. Vehicle information received after billing will be billed in the fall of 2017.

\* **STARTING JANUARY 2018:** All IRP plates are to be listed during the January listing period (January 1 – 31).

*EVIDENCE*

N.C. Department of Transportation  
Division of Motor Vehicles  
Raleigh, North Carolina

# International Registration Plan Manual



Revised April 2018

Roy Cooper, Governor  
State of North Carolina

James H. Trogdon III, Secretary  
Department of Transportation



Torre Jessup, Commissioner  
Division of Motor Vehicles

# Vehicle Property Taxes

North Carolina property tax law requires counties to assess the value of motor vehicles registered with the N.C. Division of Motor Vehicles.

As part of NCDMV's [Tag & Tax Together program](#), the vehicle owner pays the property tax at the same time as the vehicle's registration renewal fee.

EVIDENCE  
ALL OF MINE ARE  
REGISTERED WITH DOT  
& RUN PLATES.  
WAITING ON A BILL  
FROM YOU, CAN'T PAY  
WITHOUT YOUR BILL  
BALL IN YOUR COURT.

### **PROPERTY TAX STOP**

General Statute 105-330, adopted by the North Carolina General Assembly in 1991, allows the renewal of a license plate to serve as a property tax listing for motor vehicles. The Statute allows the Division to refuse to renew a vehicle license plate when a stop has been placed on the vehicle registration file showing property tax has not been paid in accordance with the new provisions. Effective date of the Statute is January 1, 1993.

*EVIDENCE*



**C.D. Williams Construction Co., Inc.**

Mr. Lynch, I am asking to be put on the agenda for the Commissioner's October meeting to plead my case to waive penalties on the tax listings. I will follow up

Mon, Aug 27, 1:48 PM (4 days ago)

Mr. Lynch, I am asking to be put on the agenda for the Commissioner's October meeting to plead my case to waive penalties on the tax listings. I will follow up

**C. Shane Lynch**

Thu, Aug 30, 2:22 PM (18 hours ago)



me

Mr. Williams,

I am in receipt of your request to get on the Commissioner's October agenda.

Thanks,

C. Shane Lynch

Halifax County Tax Assessor

357 Ferrell Lane

P.O. Box 68

Halifax, NC 27839

(P) 252-583-2121

(F) 252-583-9311

## C. Shane Lynch

---

**From:** C.D. Williams Construction Co., Inc. <cdw.cranes@gmail.com>  
**Sent:** Monday, August 27, 2018 1:49 PM  
**To:** C. Shane Lynch  
**Subject:** Re: More Questions

Mr. Lynch,

I am asking to be put on the agenda for the Commissioner's October meeting to plead my case to waive penalties on the tax listings. I will follow up with my evidence to support IRP rules as I understood them.

Thank you,

Charlie Williams

On Tue, Aug 21, 2018 at 3:27 PM C. Shane Lynch <[lynchc@halifaxnc.com](mailto:lynchc@halifaxnc.com)> wrote:

Mr. Williams,

I just wanted to follow up with you in regard to our conversation this morning.

Per our conversation, we are cancelling our scheduled meeting for tomorrow August 22, 2018 at 2 pm. We are going to calculate your bill on schedule and send it to you the first week of September. You are requesting to be added to the October agenda for the Halifax County Board of Commissioners to ask for a release or compromise of the late list penalties. You will wait until the decision of the board to submit any payment.

If you will, please email me a formal request to be added to the commissioner's October agenda and an explanation (any information or reasons) as to why you think the penalty should be waived or compromised. I will make sure the commissioners get this information prior to their meeting and have time to review it. If you should have any questions feel free to contact me.

Thank you,



C. Shane Lynch

Halifax County Tax Assessor

357 Ferrell Lane

P.O. Box 68

Halifax, NC 27839

(P) 252-583-2121

(F) 252-583-9311

**From:** C.D. Williams Construction Co., Inc. [mailto:[cdw.cranes@gmail.com](mailto:cdw.cranes@gmail.com)]

**Sent:** Monday, August 20, 2018 1:16 PM

**To:** C. Shane Lynch <[lynchc@halifaxnc.com](mailto:lynchc@halifaxnc.com)>

**Subject:** More Questions

In reference to the email in preparation for our 8-22 meeting, I have a few more questions:

#6. Can you show me a printed rule book that shows regular tagged vehicles and IRP tagged vehicles list differently? How is the general public to know this? No rule book exists that we can find.

#7. Back to my question #1. Which of my vehicles did you use to arrive at the \$33,386 and at what value? Your red vehicles weren't listed on the January form because they had no plate (parked) per your instructions. On your form all others carried a plate. I am waiting for you, the county, to assess a value and send me a bill. How can I pay you

if I have no bill. Let's face it; the county dropped the ball. I should not have to pay my penalties for you not sending out bills. Let me out of the penalty and go on.

#8. To my question #3. IRP must be listed with Tax Department. Show me this in the rule book wherever the rule book is.

#9. My question #4 - cost breakdown. How can I be charged Roanoke Rapids school tax and penalties when the tax only came into effect in 2018? It did not exist in 2013, 2014, 2015, 2016 and 2017.

Respectfully submitted,

Charlie Williams

--

***C.D. Williams Construction Co., Inc.***

*1609 West 5th Street*

*PO Box Drawer E*

*Roanoke Rapids, NC*

*Office: (252) 537-9112*

*Fax: (252) 537-9114*

*Email: [cdw.cranes@gmail.com](mailto:cdw.cranes@gmail.com)*

**C. Shane Lynch**

---

**From:** C.D. Williams Construction Co., Inc. <cdw.cranes@gmail.com>  
**Sent:** Wednesday, October 03, 2018 1:37 PM  
**To:** C. Shane Lynch  
**Subject:** Subject: Mr. Williams is requesting a partial refund  
**Attachments:** Cab Cards 2018 002.jpg; Cab Cards 2018 001.jpg; Cab Cards 2018 004.jpg; Cab Cards 2018 005.jpg; Cab Cards 2018 003.jpg

Mr. Lynch:

Attached are the Cab/registration cards for 5 pieces of equipment that was sold during the last week of September 2018. Mr. Williams is requesting that you send him a property tax refund check (Oct. 1 to Dec. 31, 2018) for taxes paid on this equipment

Thank you,

--

**C.D. Williams Construction Co., Inc.**

*1609 West 5th Street*

*PO Box Drawer E*

*Roanoke Rapids, NC*

*Office: (252) 537-9112*

*Fax: (252) 537-9114*

*Email: [cdw.cranes@gmail.com](mailto:cdw.cranes@gmail.com)*

North Carolina Division of Motor Vehicles  
Receipt for Plate and/or Sticker

FS20 (Rev 7/15)

10/01/2018

<b>Plate:</b> MB2106	<b>Expires:</b> 08/31/2019	<b>Sticker:</b> 22050420 NO BACKGROUND	<b>Lic. Weight:</b> 36,000
<b>Vehicle:</b> 2001	INTL	TR	1HTSCABF71H327775
<b>Title:</b> 775262080038909			
<b>Reason:</b> PLT TURN IN (FS20)			
<b>Refund:</b> PENDING HQ APPROVAL			
<b>Branch Location:</b> 044 ROCKY MOUNT #044			<b>Agent:</b> T1C0444
<b>Owner's Name</b> C D WILLIAMS CONSTRUCTION CO, INC			
<b>Residence Address (Individual) Business Address (Firm)</b> 1609 W 5TH ST			
<b>City and State</b> ROANOKE RAPIDS NC		<b>Zip Code</b> 27870-1448	

*Note: The county requires a copy of this receipt and a copy of the bill of sale within 1 year in order to process a possible release or refund of property taxes on this vehicle.*

North Carolina Division of Motor Vehicles  
Receipt for Plate and/or Sticker

FS20 (Rev 7/15)

10/02/2018

<b>Plate:</b> MB7636	<b>Expires:</b> 08/31/2019	<b>Sticker:</b> 22050423 NO BACKGROUND	<b>Lic. Weight:</b> 50,000
<b>Vehicle:</b> 1984	KW	TR	1NKWLB9XXES319199
<b>Title:</b> 772143102560931			
<b>Reason:</b> PLT TURN IN (FS20)			
<b>Refund:</b> PENDING HQ APPROVAL			
<b>Branch Location:</b> 044 ROCKY MOUNT #044			<b>Agent:</b> T1C0444
<b>Owner's Name</b> C D WILLIAMS CONSTRUCTION CO, INC			
<b>Residence Address (Individual) Business Address (Firm)</b> 1609 W 5TH ST			
<b>City and State</b> ROANOKE RAPIDS NC		<b>Zip Code</b> 27870-1448	

**Note:** The county requires a copy of this receipt and a copy of the bill of sale within 1 year in order to process a possible release or refund of property taxes on this vehicle.

North Carolina Division of Motor Vehicles  
**Receipt for Plate and/or Sticker**

FS20 (Rev 7/15)

10/01/2018

<b>Plate:</b> ML5088	<b>Expires:</b> 08/31/2019	<b>Sticker:</b> 22050422 NO BACKGROUND	<b>Lic. Weight:</b> 70,000
<b>Vehicle:</b> 2014 PTRB TK	1NPSXJEX6ED235513		
<b>Title:</b> 771443182413947			
<b>Reason:</b> PLT TURN IN (FS20)			
<b>Refund:</b> PENDING HQ APPROVAL			
<b>Branch Location:</b> 044 ROCKY MOUNT #044			<b>Agent:</b> T1C0444
<b>Owner's Name</b> C D WILLIAMS CONSTRUCTION CO, INC			
<b>Residence Address (Individual) Business Address (Firm)</b> 1609 W 5TH ST			
<b>City and State</b> ROANOKE RAPIDS NC		<b>Zip Code</b> 27870-1448	

**Note:** The county requires a copy of this receipt and a copy of the bill of sale within 1 year in order to process a possible release or refund of property taxes on this vehicle.

North Carolina Division of Motor Vehicles

Receipt for Plate and/or Sticker

FS20 (Rev 7/15)

10/01/2018

<b>Plate:</b> MB7635	<b>Expires:</b> 08/31/2019	<b>Sticker:</b> 22050421 NO BACKGROUND	<b>Lic. Weight:</b> 60,000
<b>Vehicle:</b> 2009	KW TK	1NKDX0EX49J2S4075	
<b>Title:</b> 775234091063070			
<b>Reason:</b> PLT TURN IN (FS20)			
<b>Refund:</b> PENDING HQ APPROVAL			
<b>Branch Location:</b> 044 ROCKY MOUNT #044			<b>Agent:</b> T1C0444
<b>Owner's Name</b> C D WILLIAMS CONSTRUCTION CO, INC			
<b>Residence Address (Individual) Business Address (Firm)</b> 1609 W 5TH ST			
<b>City and State</b> ROANOKE RAPIDS NC		<b>Zip Code</b> 27870-1448	

**Note:** The county requires a copy of this receipt and a copy of the bill of sale within 1 year in order to process a possible release or refund of property taxes on this vehicle.

NCVTS Vehicle Appeal Workflow Admin Options Help AKGREEN1 Search Abstract # [v] Tax Year: 2018

NCVTS -&gt; Vehicle Tax -&gt; Bill Search Results -&gt; Bill Detail

Bill #: 0018972206-2017-2017-0000-00  
Bill Status: PAIDREG  
Returned Mail: NA

Interest Recalc

Prorate Bill

Print

## Taxpayer Info

Owner Id	ID Number	Name	Mailing Address	Owner Order *
12565181	DRIVER LICENSE-*****29100	C D WILLIAMS CONSTRUCTIONCO INC	PO DRAWER E ROANOKE RAPIDS NC 27870-0840	PRIMARY

## Property Info

	Value (\$)
Personal:	2,851
Exempt:	0
Total Value:	2,851

Adj Value (\$)

0

0

0

## Bill Info

RMV PROPERTY TAX

0018972206-2017-2017-0000

05/27/2018

Created By:

09/16/2018

Final Payment Date:

09/15/2018

CLPOTTER

10/19/2018

Lender: VIN#: 476TS875CYS221729  
Description: 2001 GROV SP  
Situs: 1609-1920 W 5TH ST NC 27870

Plate #: ME1849

## Tax Amount

# Months	Description	Original Billed(\$)	Current Due (\$)
	Tax & Fees	31.34	0.00
	Interest		0.00
	Total	31.34	0.00

Additional Taxes

## Payment History

Summary					
Tax District	Expenses(\$)	Collection Fees(\$)	Interest(\$)	Penalty(\$)	Taxes & Fees(\$)
HALIFAX COUNTY					3.71
DAVIE FIRE					.45
RR GRADED SCHOOLS					1.07
<b>Total</b>					<b>5.23</b>

Transaction #:	47701295	10/19/2018	OPID:	VTSCASHIERING	Payment Type:	CASH	Paid By:
Batch #:	11553	Batch Type:	PRORATION				
Tax District	Expenses(\$)	Collection Fees(\$)	Interest(\$)	Penalty(\$)	Taxes & Fees(\$)		
HALIFAX COUNTY					3.71		
DAVIE FIRE					.45		
RR GRADED SCHOOLS					1.07		
<b>Total</b>					<b>5.23</b>		

## Transaction Summary

Date	Type	Update User	Trans #	Interest Date	Trans Amount(\$)
08/14/2018	PAYMENT	VTSSUPP	46032227	8/14/2018	31.34
10/19/2018	PRORATION	AKGREEN1	1102110		26.11
10/19/2018	PAYMENT REVERSE	VTSCASHIERING	47701295	8/14/2018	31.34
10/19/2018	PAYMENT	VTSCASHIERING	47701295	8/14/2018	5.23
10/19/2018	REFUND	VTSCASHIERING	47701295		26.11

## Transaction Detail History

Billed							
Tax District	# Months	Penalty (\$)	Taxes & Fees (\$)	Interest (\$)	Total (\$)	PAYMENT 08/14/2018 (-)	PAYMENT REVERSE 10/19/2018 (+)
HALIFAX COUNTY	12		22.24		22.24	22.24	22.24
DAVIE FIRE	12		2.69		2.69	2.69	2.69
RR GRADED SCHOOLS	12		6.41		6.41	6.41	6.41
<b>HALIFAX COUNTY Total</b>			<b>31.34</b>		<b>31.34</b>	<b>31.34</b>	<b>31.34</b>
<b>Tax &amp; Fees Total</b>			<b>31.34</b>		<b>31.34</b>	<b>31.34</b>	<b>31.34</b>
<b>Interest Total</b>							
<b>Grand Total</b>			<b>31.34</b>		<b>31.34</b>	<b>31.34</b>	<b>31.34</b>

## Notes

☐ All Notes ☒ Notes ☒ Logs ☒ Documents Refresh

## Change History

Submit Notes

## Add Note

- ☐ Temporary  
☒ Permanent

Add

THIS NOTE HERE...





NCVTS Vehicle Appeal Workflow Admin Options Help AKGREEN1 Search Abstract #  Tax Year: 2018

Edit ?

Cancel

Submit

Refund Description: Refund Generated due to proration on Bill  
#0018972206-2017-2017-0000-00 Refund Amount: \$26.11

Last	First	Middle

Sfx	Additional

OR  
Business  
Name: C D WILLIAMS CONSTRUCTIONCO INC

Mailing Address	
In Care Of:	
Address 1:	PO DRAWER E
Address 2:	
Address 3:	
City:	ROANOKE RAPIDS State: NC Zip: 27870 - 0840

North Carolina Division of Motor Vehicles  
Receipt for Plate and/or Sticker

FS20 (Rev 7/15)

10/01/2018

<b>Plate:</b> ME1849	<b>Expires:</b> 08/31/2019	<b>Sticker:</b> 21128040 NO BACKGROUND	<b>Lic. Weight:</b>
<b>Vehicle:</b> 2001	GROV	SP	476TS875CYS221729
<b>Title:</b> 777977043087909			
<b>Reason:</b> PLT TURN IN (FS20)			
<b>Refund:</b> PENDING HQ APPROVAL			
<b>Branch Location:</b> 044 ROCKY MOUNT #044			
<b>Owner's Name</b> C D WILLIAMS CONSTRUCTION CO INC			<b>Agent:</b> T1C0444
<b>Residence Address (Individual) Business Address (Firm)</b> 1609 W 5TH ST			
<b>City and State</b> ROANOKE RAPIDS NC			<b>Zip Code</b> 27870-1448

**Note:** The county requires a copy of this receipt and a copy of the bill of sale within 1 year in order to process a possible release or refund of property taxes on this vehicle.



# *International Registration Plan (IRP)*





# Topics

- Tax and Tag Together
- Changes in Cab Cards
- IRP Office Locations
- IRP Forms of Payment
- Questions



IRP vehicles are not classified as registered motor vehicles under the new Tag & Tax Together system. Therefore, no property taxes will be paid during registration. These vehicles **must** be listed with the counties by the owner as of January 1<sup>st</sup> each year.

Contact your County Tax Office (Business Personal Property Department) with any questions.

**§ 105-312. Discovered property; appraisal; penalty.**

(a) Repealed by Session Laws 1991, c. 34, s. 4.

(b) Duty to Discover and Assess Unlisted Property. – It shall be the duty of the assessor to see that all property not properly listed during the regular listing period be listed, assessed and taxed as provided in this Subchapter. The assessor shall file reports of such discoveries with the board of commissioners in such manner as the board may require.

(c) Carrying Forward Real Property. – At the close of the regular listing period each year, the assessor shall compare the tax lists submitted during the listing period just ended with the lists for the preceding year, and he shall carry forward to the lists of the current year all real property that was listed in the preceding year but that was not listed for the current year. When carried forward, the real property shall be listed in the name of the taxpayer who listed it in the preceding year unless, under the provisions of G.S. 105-302, it must be listed in the name of another taxpayer. Real property carried forward in this manner shall be deemed to be discovered property, and the procedures prescribed in subsection (d), below, shall be followed unless the property discovered is listed in the name of the taxpayer who listed it for the preceding year and the property is not subject to appraisal under either G.S. 105-286 or G.S. 105-287 in which case no notice of the listing and valuation need be sent to the taxpayer.

(d) Procedure for Listing, Appraising, and Assessing Discovered Property. – Subject to the provisions of subsection (c), above, and the presumptions established by subsection (f), below, discovered property shall be listed by the assessor in the name of the person required by G.S. 105-302 or G.S. 105-306. The discovery shall be deemed to be made on the date that the abstract is made or corrected pursuant to subsection (e) of this section. The assessor shall also make a tentative appraisal of the discovered property in accordance with the best information available to him.

When a discovery is made, the assessor shall mail a notice to the person in whose name the discovered property has been listed. The notice shall contain the following information:

- (1) The name and address of the person in whose name the property is listed;
- (2) A brief description of the property;
- (3) A tentative appraisal of the property;
- (4) A statement to the effect that the listing and appraisal will become final unless written exception thereto is filed with the assessor within 30 days from date of the notice.

Upon receipt of a timely exception to the notice of discovery, the assessor shall arrange a conference with the taxpayer to afford him the opportunity to present any evidence or argument he may have regarding the discovery. Within 15 days after the conference, the assessor shall give written notice to the taxpayer of his final decision. Written notice shall not be required, however, if the taxpayer signs an agreement accepting the listing and appraisal. In cases in which agreement is not reached, the taxpayer shall have 15 days from the date of the notice to request review of the decision of the assessor by the board of equalization and review or, if that board is not in session, by the board of commissioners. Unless the request for review by the county board is given at the conference, it shall be made in writing to the assessor. Upon receipt of a timely request for review, the provisions of G.S. 105-322 or G.S. 105-325, as appropriate, shall be followed.

(e) Record of Discovered Property. – When property is discovered, the taxpayer's original abstract (if one was submitted) may be corrected or a new abstract may be prepared to reflect the discovery. If a new abstract is prepared, it may be filed with the abstracts that were submitted during the regular listing period, or it may be filed separately with abstracts designated "Late Listings." Regardless of how filed, the listing shall have the same force and effect as if it had been submitted during the regular listing period.

(f) Presumptions. – When property is discovered and listed to a taxpayer in any year, it shall be presumed that it should have been listed by the same taxpayer for the preceding five years unless the taxpayer shall produce satisfactory evidence that the property was not in existence, that it was actually listed for taxation, or that it was not his duty to list the property during those years or some of them under the provisions of G.S. 105-302 and G.S. 105-306. If it is shown that the property should have been listed by some other taxpayer during some or all of the preceding years, the property shall be listed in the name of the appropriate taxpayer for the proper years, but the discovery shall still be deemed to have been made as of the date that the assessor first listed it.

(g) Taxation of Discovered Property. – When property is discovered, it shall be taxed for the year in which discovered and for any of the preceding five years during which it escaped taxation in accordance with the assessed value it should have been assigned in each of the years for which it is to be taxed and the rate of tax imposed in each such year. The penalties prescribed by subsection (h) of this section shall be computed and imposed regardless of the name in which the discovered property is listed. If the discovery is based upon an understatement of value, quantity, or other measurement rather than an omission from the tax list, the tax shall be computed on the additional valuation fixed upon the property, and the penalties prescribed by subsection (h) of this section shall be computed on the basis of the additional tax.

(h) Computation of Penalties. – Having computed each year's taxes separately as provided in subsection (g), above, there shall be added a penalty of ten percent (10%) of the amount of the tax for the earliest year in which the property was not listed, plus an additional ten percent (10%) of the same amount for each subsequent listing period that elapsed before the property was discovered. This penalty shall be computed separately for each year in which a failure to list occurred; and the year, the amount of the tax for that year, and the total of penalties for failure to list in that year shall be shown separately on the tax records; but the taxes and penalties for all years in which there was a failure to list shall be then totalled on a single tax receipt.

(h1) Repealed by Session Laws 1991, c. 624, s. 8.

(i) Collection. – For purposes of tax collection and foreclosure, the total figure obtained and recorded as provided in subsection (h) of this section shall be deemed to be a tax for the fiscal year beginning on July 1 of the calendar year in which the property was discovered. The schedule of discounts for prepayment and interest for late payment applicable to taxes for the fiscal year referred to in the preceding sentence shall apply when the total figure on the single tax receipt is paid. Notwithstanding the time limitations contained in G.S. 105-381, any property owner who is required to pay taxes on discovered property as herein provided shall be entitled to a refund of any taxes erroneously paid on the same property to other taxing jurisdictions in North Carolina. Claim for refund shall be filed in the county where such tax was erroneously paid as provided by G.S. 105-381.

(j) Tax Receipts Charged to Collector. – Tax receipts prepared as required by subsections (h) and (i) of this section for the taxes and penalties imposed upon discovered property shall be delivered to the tax collector, and he shall be charged with their collection. Such receipts shall have the same force and effect as if they had been delivered to the collector at the time of the delivery of the regular tax receipts for the current year, and the taxes charged in the receipts shall be a lien upon the property in accordance with the provisions of G.S. 105-355.

(k) Power to Compromise. – After a tax receipt computed and prepared as required by subsections (g) and (h) of this section has been delivered and charged to the tax collector as prescribed in subsection (j), above, the board of county commissioners, upon the petition of the

taxpayer, may compromise, settle, or adjust the county's claim for taxes arising therefrom. The board of commissioners may, by resolution, delegate the authority granted by this subsection to the board of equalization and review, including any board created by resolution pursuant to G.S. 105-322(a) and any special board established by local act.

(l) Municipal Corporations. – The provisions of this section shall apply to all cities, towns, and other municipal corporations having the power to tax property. Such governmental units shall designate an appropriate municipal officer to exercise the powers and duties assigned by this section to the assessor, and the powers and duties assigned to the board of county commissioners shall be exercised by the governing body of the unit. When the assessor discovers property having a taxable situs in a municipal corporation, he shall send a copy of the notice of discovery required by subsection (d) to the governing body of the municipality together with such other information as may be necessary to enable the municipality to proceed. The governing board of a municipality may, by resolution, delegate the power to compromise, settle, or adjust tax claims granted by this subsection and by subsection (k) of this section to the county board of equalization and review, including any board created by resolution pursuant to G.S. 105-322(a) and any special board established by local act. (1939, c. 310, s. 1109; 1971, c. 806, s. 1; 1973, c. 476, s. 193; c. 787; 1977, c. 864; 1981, c. 623, ss. 1, 2; 1987, c. 45, s. 1; c. 743, ss. 1, 2; 1989, c. 522; 1991, c. 34, s. 4; c. 624, s. 8; 1991 (Reg. Sess., 1992), c. 961, s. 12; 1999-297, s. 2.)





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

**TO:** Halifax County Board of Commissioners

**FROM:** Bruce Robistow, Health Director

**PRESENTER:** Bruce Robistow, Health Director

**SUBJECT:** Health Department New Clinical Fees

**DATE:** December 3, 2018 Regular Meeting

---

**SUPPORTING INFORMATION:**

Halifax County Health Department would like to establish a new fee to provide the following services.

Description	Fee
Nexplanon Insertion	\$107.00
Nexplanon Removal	\$107.00

These fees were based on the cost to provide the service and were approved by the Board of Health on November 26, 2018.

**ATTACHMENTS:**

Description

No Attachments Available

---

**TOTAL COST:**\$0.00

**COUNTY COST:**\$0.00

---

**REQUEST:** Approve new clinical fees effective immediately.



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

**TO:** Halifax County Board of Commissioners

**FROM:** Mary W. Duncan, Finance Director

**PRESENTER:** Mary W. Duncan, Finance Director

**SUBJECT:** Roanoke Rapids Graded School District Lottery Funds Request

**DATE:** December 3, 2018 Regular Meeting

---

**SUPPORTING INFORMATION:**

Signed, approved lottery form from the RRGSD board

**ATTACHMENTS:**

Description

▢ Lottery Request November 2018

---

**TOTAL COST:**\$200,000

**COUNTY COST:**\$0

---

**REQUEST:** Approve the RRGSD lottery request for Manning debt service

**APPLICATION  
PUBLIC SCHOOL BUILDING CAPITAL FUND  
NORTH CAROLINA EDUCATION LOTTERY**

Approved: \_\_\_\_\_

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

County: Halifax

Contact Person: Robbie Clements

LEA: 412 Roanoke Rapids City Schools

Title: Director of Operations

Address: 536 Hamilton Street

Phone: 252-519-7121

Project Title: Debt Service Manning Elementary School

Location: 940 Park Avenue

Type of Facility: Elementary School

North Carolina General Statutes Chapter 15C provides that a portion of the proceeds of the North Carolina State Lottery Fund be transferred to the Public School Building Capital Fund in accordance with G.S. 115C-546.2. Further, G.S. 115C-546.2 (d) has been amended to include the following:

- (3) No county shall have to provide matching funds.
- (4) A county may use monies in this Fund to pay for school construction projects in local school administrative units and to retire indebtedness incurred for school construction projects.
- (5) A county may not use monies in this Fund to pay for school technology needs.

As used in this section, "Public School Buildings" shall include only facilities for individual schools that are used for instructional and related purposes, and does not include central administration, maintenance, or other facilities. *Applications must be submitted within one year following the date of final payment to the Contractor or Vendor.*

Short description of Construction Project: Debt Services

**Estimated Costs:**

Purchase of Land	\$	_____
Planning and Design Services		_____
New Construction		_____
Additions / Renovations		_____
Repair		_____
Debt Payment / Bond Payment		200,000.00
<b>TOTAL</b>	<b>\$</b>	<b>200,000.00</b>

Estimated Project Beginning Date: \_\_\_\_\_ Est. Project Completion Date: \_\_\_\_\_

We, the undersigned, agree to submit a statement of state monies expended for this project within 60 days following completion of the project.

The County Commissioners and the Board of Education do hereby jointly request approval of the above project, and request release of \$ 200,000.00 from the Public School Building Capital Fund (Lottery Distribution). We certify that the project herein described is within the parameters of G.S. 115C-546.

(Signature — Chair, County Commissioners)

(Date)

(Signature — Chair, Board of Education)

(Date)



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

**TO:** Halifax County Board of Commissioners

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

**PRESENTER:** County Commissioners

**SUBJECT:** Board Appointments

**DATE:** December 3, 2018 Regular Meeting

---

**SUPPORTING INFORMATION:**

Attached, please find the Board Appointments.

**ATTACHMENTS:**

Description

- ▢ Board Appointments Requiring Action
- ▢ Board Vacancies Without Recommendations
- ▢ January 2019 Board Appointments

---

**TOTAL COST:**

**COUNTY COST:**

---

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

# **BOARD APPOINTMENTS**

- A. Health Board
- B. Parks and Recreation Advisory Board
- C. Board Vacancies Without Recommendations
- D. January 2019 Board Appointments

# **MEMORANDUM**

**TO: HALIFAX COUNTY COMMISSIONERS**

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

**SUBJECT: HEALTH BOARD**

According to our records, the Health Board has eight members that are appointed by the Board of Commissioners with terms that will expire on December 31, 2018:

**Justin Blackmon, Donald Crowder, Eloise P. Hardee, Belinda Hill, Eric Nicholson,  
Kimberly Mack, Carol Anne Rupe, and Melissa Woodruff**

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

- Receive nominations to reappoint Justin Blackmon, Donald Crowder, Eloise P. Hardee, Belinda Hill, Eric Nicholson, Kimberly Mack, Carol Anne Rupe, and Melissa Woodruff

## Health Board

11	Justin Roanoke Rapids	Blackmon	Engineer Position White Male	1/1/2016 Term Number: 1	through 12/31/2018	Appointed by: Halifax County Commissioners Eligible for reappointment?	Yes
1	Donald Roanoke Rapids	Crowder	At-Large Member White Male	1/1/2016 Term Number: 1	through 12/31/2018	Appointed by: Halifax County Commissioners Eligible for reappointment?	Yes
3	Eloise P. Roanoke Rapids	Hardee	Registered Nurse White Female	1/4/2016 Term Number: 0	through 12/31/2018	Appointed by: Halifax County Commissioners Eligible for reappointment?	Yes
10	Belinda Roanoke Rapids	Hill	At-Large Member Black Female	1/1/2016 Term Number: 2	through 12/31/2018	Appointed by: Halifax County Commissioners Eligible for reappointment?	Yes
9	Kimberly Littleton	Mack	At-Large Member Black Female	1/1/2016 Term Number: 1	through 12/31/2018	Appointed by: Halifax County Commissioners Eligible for reappointment?	Yes
2	Eric Roanoke Rapids	Nicholson	Dentist White Male	11/5/2018 Term Number: 0	through 12/31/2018	Appointed by: Halifax County Commissioners Eligible for reappointment?	Yes
8	Carol Anne Roanoke Rapids	Rupe	Physician White Female	1/4/2016 Term Number: 0	through 12/31/2018	Appointed by: Halifax County Commissioners Eligible for reappointment?	Yes
6	Melissa Weldon	Woodruff	Pharmacist White Female	1/1/2016 Term Number: 1	through 12/31/2018	Appointed by: Halifax County Commissioners Eligible for reappointment?	Yes
4	Carolyn Littleton	Johnson	County Commissioner Black Female	1/1/2017 Term Number: 5	through 12/31/2019	Appointed by: Halifax County Commissioners Eligible for reappointment?	No
5	Louis V. Roanoke Rapids	Mann, III	Veterinarian White Male	4/3/2017 Term Number: 0	through 12/31/2019	Appointed by: Halifax County Commissioners Eligible for reappointment?	Yes
7	Delisha Roanoke Rapids	Moore	Optometrist White Female	1/1/2017 Term Number: 3	through 12/31/2019	Appointed by: Halifax County Commissioners Eligible for reappointment?	No



# **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 five positions that are appointed by the Board of Commissioners that are vacant:

**Loraine Searcy, Chester Williams, Kennon Wrenn, Jr.,  
Sylvia Alston, and Michael Green**

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

- Receive nominations to appoint Hattie Staton to replace Loraine Searcy



## 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>	Appointed by: Halifax County Commissioners <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>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>
11	<b>Kennon</b> <i>Roanoke Rapids</i>	<b>Wrenn, Jr. (Vacant)</b>	Member <i>White Male</i>	9/8/2015 through 9/30/2018 <i>Term Number: 0</i>	Appointed by: Halifax County Commissioners <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>	Appointed by: Halifax County Commissioners <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>	Appointed by: Halifax County Commissioners <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>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>
3	<b>Michael</b> <i>Roanoke Rapids</i>	<b>Green (vacant)</b>	Member <i>White Male</i>	10/1/2016 through 9/30/2019 <i>Term Number: 1</i>	Appointed by: Halifax County Commissioners <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>	Appointed by: Halifax County Commissioners <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>	Appointed by: Halifax County Commissioners <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>	Appointed by: Halifax County Commissioners <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>	Appointed by: Halifax County Commissioners <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>	Appointed by: Halifax County Commissioners <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>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>
10	<b>Carolyn</b> <i>Roanoke Rapids</i>	<b>Battle</b>	Member <i>Black Female</i>	11/5/2018 through 9/30/2021 <i>Term Number: 0</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>
9	<b>Paul</b> <i>Halifax</i>	<b>Walden</b>	Member <i>Black Male</i>	10/1/2018 through 9/30/2021 <i>Term Number: 1</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>



State of North Carolina  
County of Halifax

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



Date Received 10/31/18

APPLICATION FOR: AUTHORITIES, BOARDS, COMMISSIONS, and COMMITTEES

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

Name: Hattie P. Staton Nickname: \_\_\_\_\_

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

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

Home Phone Number: 252-826-5314 Home Fax Number: 252-826-3891

Email Address: hattiestaton@embargo.com

Home Address: 24 Beet Lane Scotland Neck N.C. 27874  
street city state zip

Mailing Address: P.O. Box 442

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

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

Employer: Town of Scotland Neck

Business Address: 1403 Church St. Scotland Neck, N.C. 27874  
street city state zip

Business Phone Number: 252-826-3152 Business Fax: 252-826-2105

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

Parks & Recreation Advisory Board

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

Qualification for specific category: Worked in Education  
for 30 years.

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

Community Advisory Committee (CAC)

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



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

I am aware of the needs in older  
Adults and Children in our town.  
Be a voice for the two above and  
make recreation better in our town.

Is your property tax listing current? Yes ☒ No ☐

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

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

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

Being the Director of Scotland  
Neck Senior Center for 10+ years.  
Retired from Halifax County Schools  
retired after 30 years. Most of  
the Senior Center now the Parks  
a Recreation Dept. are in together

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

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

Date: 10/31/2018

Applicant's Signature: Hattie P. Staton

Return application to:

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

Fax: (252) 583-9921

# MEMORANDUM

**TO: HALIFAX COUNTY COMMISSIONERS**

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

**SUBJECT: 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

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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

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

John Patrick Staton, Linwood Letchworth, Ronald Locke, Suzanne Whiddon, and Kenneth Smith

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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

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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 Council on Aging** has one position that is appointed by the Board of Commissioners that is vacant:

James Richard Scott  
-----

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-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 **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 eight positions that are appointed by the Board of Commissioners that are vacant:

Diane Pridgen, Fred Draper, Ronna Graham, Linda Vaughan, Janyah Alston, Niasia Anthony,  
Bettina Flood 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 five positions that are appointed by the Board of Commissioners that are vacant:

Loraine Searcy, Chester Williams, Kennon Wrenn, Jr.,  
Sylvia Alston, and Michael Green  
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According to our records, the **Regional Aging Advisory Council** has one position that is appointed by the Board of Commissioners that is vacant:

James Richard Scott  
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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  
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## 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)

5	<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>
8	<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>
4	<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>
1	<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>
7	<b>Kevin</b> <i>Roanoke Rapids</i>	<b>Kupietz</b>	Firefighter <i>White Male</i>	4/1/2018 through 3/31/2021 <i>Term Number: 3</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
6	<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>
2	<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>
3	<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>



## EMS Advisory Committee

5	<b>John Patrick</b> <i>Scotland Neck</i>	<b>Staton (vacant)</b>	Member <i>White Male</i>	7/1/2013 through 6/30/2016 <i>Term Number: 1</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>
6	<b>Linwood</b> <i>Scotland Neck</i>	<b>Letchworth (vacant)</b>	Member <i>White Male</i>	7/1/2015 through 6/30/2018 <i>Term Number: 1</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>
7	<b>Ronald</b> <i>Enfield</i>	<b>Locke (vacant)</b>	Member <i>White Male</i>	7/1/2015 through 6/30/2018 <i>Term Number: 3</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? No</i>
9	<b>Janice</b> <i>Roanoke Rapids</i>	<b>Hales</b>	Member <i>White Female</i>	7/1/2016 through 6/30/2019 <i>Term Number: 4</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? No</i>
3	<b>Terry</b> <i>Littleton</i>	<b>Newsom</b>	Member <i>White Male</i>	7/1/2016 through 6/30/2019 <i>Term Number: 3</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? No</i>
8	<b>Sandra</b> <i>Roanoke Rapids</i>	<b>Showalter</b>	Member <i>White Female</i>	7/1/2016 through 6/30/2019 <i>Term Number: 1</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>
1	<b>Mildred</b> <i>Littleton</i>	<b>Dotson</b>	Member <i>White Female</i>	7/1/2017 through 6/30/2020 <i>Term Number: 2</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>
4	<b>Kenneth</b> <i>Roanoke Rapids</i>	<b>Smith (vacant)</b>	Member <i>White Male</i>	7/1/2017 through 6/30/2020 <i>Term Number: 3</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? No</i>
2	<b>Suzanne</b> <i>Roanoke Rapids</i>	<b>Whiddon (vacant)</b>	Member <i>White Female</i>	7/1/2017 through 6/30/2020 <i>Term Number: 3</i>	Appointed by: Halifax County Commissioners <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

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2	<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>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>
5	<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>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>
1	<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>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? No</i>
4	<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>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>
3	<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>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>
7	<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>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>
8	<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>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>
6	<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>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? No</i>



## Halifax County Council on Aging

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

## Halifax County Human Relations Commission

1	<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>
9	<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>
6	<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>
5	<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>
2	<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>
3	<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>
4	<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>
8	<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>
7	<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>



## 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>

## Industrial Facilities & Pollution Control

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



## Juvenile Crime Prevention Council

9	<b>Diane</b> <i>Scotland Neck</i>	<b>Pridgen (Vacant)</b>	Substance Abuse Professional <i>White Female</i>	2/1/2010 through 1/31/2012 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
7	<b>Fred</b> <i>Roanoke Rapids</i>	<b>Draper (Vacant)</b>	Non-Profit or United Way Repres <i>White Male</i>	2/1/2011 through 1/31/2013 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
25	<b>Ronna</b> <i>Halifax</i>	<b>Graham (Vacant)</b>	At-Large Member <i>White Female</i>	2/1/2013 through 1/31/2015 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
16	<b>Linda</b> <i>Roanoke Rapids</i>	<b>Vaughan (Vacant)</b>	At-Large Member <i>White Female</i>	5/6/2013 through 1/31/2015 Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
10	<b>Janyah</b> <i>Scotland Neck</i>	<b>Alston (Vacant)</b>	Representative under 18 years ol <i>Black Female</i>	3/10/2014 through 1/31/2016 Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
5	<b>Niasia</b> <i>Scotland Neck</i>	<b>Anthony (Vacant)</b>	Representative under 18 years ol <i>Black Female</i>	2/1/2014 through 1/31/2016 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
1	<b>Bettina</b> <i>Halifax</i>	<b>Flood (Vacant)</b>	Juvenile Defense Attorney <i>Black Female</i>	2/1/2014 through 1/31/2016 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
26	<b>Levi</b> <i>Enfield</i>	<b>Scott (vacant)</b>	Business Community Member <i>Black Male</i>	8/3/2015 through 1/31/2016 Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
14	<b>Valerie</b> <i>Halifax</i>	<b>Asbell</b>	District Attorney <i>White Female</i>	2/1/2017 through 1/31/2019 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
20	<b>Brenda</b> <i>Roanoke Rapids</i>	<b>Branch</b>	District Court Judge <i>Black Female</i>	2/1/2017 through 1/31/2019 Term Number: 5	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>No</b>
13	<b>Tony N.</b> <i>Halifax</i>	<b>Brown</b>	County Manager <i>Black Male</i>	2/1/2017 through 1/31/2019 Term Number: 5	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>No</b>
23	<b>Terry</b> <i>Roanoke Rapids</i>	<b>Buffaloe</b>	At-Large Member <i>Black Male</i>	2/1/2017 through 1/31/2019 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
24	<b>Eric</b> <i>Halifax</i>	<b>Cunningham</b>	School Superintendent Designee <i>Black Male</i>	2/1/2017 through 1/31/2019 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
12	<b>Clarette</b> <i>Henderson</i>	<b>Glenn</b>	Mental Health Representative <i>Black Female</i>	2/1/2017 through 1/31/2019 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
17	<b>Chuck</b> <i>Roanoke Rapids</i>	<b>Hasty</b>	Police Chief <i>White Male</i>	2/1/2017 through 1/31/2019 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
11	<b>Robin</b> <i>Halifax</i>	<b>Johnson</b>	Social Services representative <i>White Female</i>	2/1/2017 through 1/31/2019 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
2	<b>Teresa</b> <i>Enfield</i>	<b>King</b>	At-Large Member <i>Black Female</i>	11/5/2018 through 1/31/2019 Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>



<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

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5	Carolyn Littleton	Johnson	Ex-Officio Black Female		through Term Number:	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
3	Delores Enfield	McGriff (vacant)	Member Other Female	9/3/2013	through 6/30/2014 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
1	Nannie Hollister	Lynch (vacant)	Member Black Female	7/1/2012	through 6/30/2015 Term Number: 4	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>No</b>
7	Hattie Roanoke Rapids	Squire (Vacant)	Member Black Female	7/1/2012	through 6/30/2015 Term Number: 4	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>No</b>
6	Prudence Littleton	Boseman	Member White Female	2/1/2016	through 6/30/2018 Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
2	Clarence Scotland Neck	Pender	Member Black Male	7/1/2017	through 6/30/2020 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
4	Isabelle Scotland Neck	Pender	Member Black Female	7/1/2017	through 6/30/2020 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>



## 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>
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. (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>
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 (vacant)</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>
10	<b>Carolyn</b> <i>Roanoke Rapids</i>	<b>Battle</b>	Member <i>Black Female</i>	11/5/2018 through 9/30/2021 <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>	10/1/2018 through 9/30/2021 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>

## Regional Aging Advisory Council

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2	<b>Rose Battle</b> Rocky Mount	Ex-Officio (Aging Director) Black Female	through Term Number:	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
7	<b>William Mueller</b> Roanoke Rapids	Ex-Officio (NC Senior Tar Heel) White Male	through Term Number:	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
3	<b>James Richard Scott (vacant)</b> Scotland Neck	Member White Male	11/7/2016 through 6/30/2018 Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
6	<b>Greg Browning</b> Roanoke Rapids	Member Black Male	7/1/2018 through 6/30/2020 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>

## Roanoke Rapids Board of Adjustment

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- |   |  |                                |  |   |
|---|--|--------------------------------|--|---|
| 1 | <b>Tillman Long (vacant)</b><br>Roanoke Rapids | ETJ Member<br>White Male       | 6/1/2011 through 5/31/2014<br>Term Number: 4 | Appointed by: Halifax County Commissioners<br>Eligible for reappointment? <b>No</b> |
| 2 | <b>Greg Browning</b><br>Roanoke Rapids         | Alternate Member<br>Black Male | 6/1/2018 through 5/31/2021<br>Term Number: 6 | Appointed by: Halifax County Commissioners<br>Eligible for reappointment? <b>No</b> |



## Roanoke Rapids Planning Board

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2	<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>
1	<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>
3	<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>
4	<b>Greg Browning</b> Roanoke Rapids	ETJ Member Black Male	6/1/2018 through 5/31/2021 Term Number: 6	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>No</b>

## Solid Waste Advisory Board

5	<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>
11	<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>
2	<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>
6	<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>
8	<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>
3	<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>
7	<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>
1	<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>
9	<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>
4	<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>
10	<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: JANUARY 2019 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 Grievance Committee has five members that are appointed by the Board of Commissioners with terms that will expire on January 31, 2019:

**Tony Brown, Frederick Bunch, Ed Johnson, Ginny Orvedahl, and Kristen Scott**

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According to our records, the Halifax-Northampton Regional Airport Authority has three members that are appointed by the Board of Commissioners with terms that will expire on January 31, 2019:

**Vernon J. Bryant, Edward Lee Clements, and Julia Meacham**

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According to our records, the Industrial Facilities and Pollution Control has three members that are appointed by the Board of Commissioners with terms that will expire on January 31, 2019:

**Kenny Deloatch, Carl Ferebee, and G. Wayne Long**

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According to our records, the Juvenile Crime Prevention Council has seven members that are appointed by the Board of Commissioners with terms that will expire on January 31, 2019:

**Valerie Asbell, Brenda Branch, Tony Brown, Terry Buffaloe, Eric Cunningham, Clarette Glenn,  
Chuck Hasty, Robin Johnson, Teresa King, Sonynia Leonard, Doris Mack, Angela Moody,  
Barbara Plum, and Marcelle Smith**

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## Grievance Committee

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2	<b>Tony</b> <i>Halifax</i>	<b>Brown</b>	Member <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? Yes</i>
1	<b>Frederick</b> <i>Halifax</i>	<b>Bunch</b>	Member <i>Black Male</i>	2/1/2017 through 1/31/2019 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
3	<b>Ed</b> <i>Halifax</i>	<b>Johnson</b>	Member <i>White Male</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>
4	<b>Ginny</b> <i>Halifax</i>	<b>Orvedahl</b>	Member <i>White 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>
5	<b>Kristen</b> <i>Halifax</i>	<b>Scott</b>	Member <i>Black Female</i>	2/1/2017 through 1/31/2019 <i>Term Number: 4</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>



## Industrial Facilities & Pollution Control

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

## Juvenile Crime Prevention Council

9	<b>Diane Pridgen (Vacant)</b> <i>Scotland Neck</i>	Substance Abuse Professional <i>White Female</i>	2/1/2010 through 1/31/2012 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
7	<b>Fred Draper (Vacant)</b> <i>Roanoke Rapids</i>	Non-Profit or United Way Repres <i>White Male</i>	2/1/2011 through 1/31/2013 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
25	<b>Ronna Graham (Vacant)</b> <i>Halifax</i>	At-Large Member <i>White Female</i>	2/1/2013 through 1/31/2015 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
16	<b>Linda Vaughan (Vacant)</b> <i>Roanoke Rapids</i>	At-Large Member <i>White Female</i>	5/6/2013 through 1/31/2015 Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
10	<b>Janyah Alston (Vacant)</b> <i>Scotland Neck</i>	Representative under 18 years of <i>Black Female</i>	3/10/2014 through 1/31/2016 Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
5	<b>Niasia Anthony (Vacant)</b> <i>Scotland Neck</i>	Representative under 18 years of <i>Black Female</i>	2/1/2014 through 1/31/2016 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
1	<b>Bettina Flood (Vacant)</b> <i>Halifax</i>	Juvenile Defense Attorney <i>Black Female</i>	2/1/2014 through 1/31/2016 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
26	<b>Levi Scott (vacant)</b> <i>Enfield</i>	Business Community Member <i>Black Male</i>	8/3/2015 through 1/31/2016 Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
14	<b>Valerie Asbell</b> <i>Halifax</i>	District Attorney <i>White Female</i>	2/1/2017 through 1/31/2019 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
20	<b>Brenda Branch</b> <i>Roanoke Rapids</i>	District Court Judge <i>Black Female</i>	2/1/2017 through 1/31/2019 Term Number: 5	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>No</b>
13	<b>Tony N. Brown</b> <i>Halifax</i>	County Manager <i>Black Male</i>	2/1/2017 through 1/31/2019 Term Number: 5	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>No</b>
23	<b>Terry Buffaloe</b> <i>Roanoke Rapids</i>	At-Large Member <i>Black Male</i>	2/1/2017 through 1/31/2019 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
24	<b>Eric Cunningham</b> <i>Halifax</i>	School Superintendent Designee <i>Black Male</i>	2/1/2017 through 1/31/2019 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
12	<b>Clarette Glenn</b> <i>Henderson</i>	Mental Health Representative <i>Black Female</i>	2/1/2017 through 1/31/2019 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
17	<b>Chuck Hasty</b> <i>Roanoke Rapids</i>	Police Chief <i>White Male</i>	2/1/2017 through 1/31/2019 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
11	<b>Robin Johnson</b> <i>Halifax</i>	Social Services representative <i>White Female</i>	2/1/2017 through 1/31/2019 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
2	<b>Teresa King</b> <i>Enfield</i>	At-Large Member <i>Black Female</i>	11/5/2018 through 1/31/2019 Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>



<b>21</b>	<b>Sonyia</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>



**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:** Offers to Purchase County Property - East 10th Street and Park Avenue, Roanoke Rapids

**DATE:** December 3, 2018 Regular Meeting

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**SUPPORTING INFORMATION:**

On November 5, 2018, the Board received information regard two offers to purchase certain county property in the Forest Hills Shopping Center, Roanoke Rapids, NC.

One offer, from Cynthia M. Fowler, Trustee under the Mildred V. Medlin Revocable Trust, was for the purchase of a tract fronting 56 feet, more or less, on East 10th Street, running back 148 feet, more or less, for a price of \$1,500.00.

The other offer, also from Cynthia M. Fowler, but individually, was for the purchase of a tract fronting 14 feet on Park Avenue, running back 140 feet, for a price of \$500.00.

The Board authorized the sale of both tracts by the offer and upset bid process set forth in G.S. 160A-269. Both tracts were advertised for upset bids, and no upset bids were received. Therefore, the Board must now decide whether to finally accept the two offers.

**ATTACHMENTS:**

Description

- ▢ Resolution to Accept Offer - E. 10th St. Tract, Forest Hills Shopping Center
- ▢ Resolution to Accept Offer - Park Avenue Tract, Forest Hills Shopping Center

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**TOTAL COST:-0-** (all cost, including advertising, must be paid by purchaser)

**COUNTY COST:-0-** (all cost, including advertising, must be paid by purchaser)

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**REQUEST:** If the Board desires to accept either offer, the attached corresponding resolution must be adopted.



RESOLUTION TO ACCEPT OFFER FOR PURCHASE OF COUNTY PROPERTY  
BEING SOLD BY NEGOTIATED OFFER AND UPSET BID PROCESS  
PURSUANT TO G. S. 160A-269  
(Forest Hills Shopping Center - East Tenth Street Tract)

WHEREAS, Halifax County (County) owns certain real property in the City of Roanoke Rapids, Halifax County, North Carolina, generally described as the parking lot and access drives for Forest Hills Shopping Center; and

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

WHEREAS, on or about October 23, 2018, the County received an offer from Cynthia M. Fowler, Trustee under the Mildred V. Medlin Revocable Trust f/b/o Clarence K. Medlin, to purchase a portion the property for the amount of \$1,500.00, accompanied by the required 5% deposit, said portion of property being described as follows:

That certain tract or parcel of land lying and being situate in the City of Roanoke Rapids, Halifax County, North Carolina, and being more particularly described as follows: BEGINNING at a point on the northeastern edge of the right of way for East Tenth Street, said point being the westernmost corner of property now owned by RR Provincial, LLC (See Lot #1, Plat Book 2017, Page 116, Halifax Public Registry); thence from said point of beginning and along the northeastern edge of the right of way for East Tenth Street, North 37 degrees, 52 minutes, 30 seconds West 56.00 feet, more or less, to a point at the southernmost corner of property now owned by Cynthia Medlin Fowler, Trustee of the Mildred V. Medlin Revocable Trust, dated January 10, 2003, f/b/o Clarence Keith Medlin, as set forth in deed recorded in Book 2513, Page 586, Halifax Public Registry, being Tract Two in said deed (hereinafter the "Keith Medlin property"); thence turning along the southeastern boundary line of the Keith Medlin property, North 56 degrees, 57 minutes East 147.68 feet, more or less, to the easternmost corner of the Keith Medlin property; thence turning along a new line, South 37 degrees, 52 minutes, 30 seconds East 56.00 feet, more or less, to a point on the northwestern boundary line of the aforesaid RR Provincial, LLC, property; thence turning along the northwestern boundary of the RR Provincial, LLC, property South 51 degrees 19 minutes, 50 seconds West 147.68 feet, more or less, to a point of the northeastern edge of the right of way for East Tenth Street (also being the westernmost corner of the RR Provincial, LLC, property, the point of beginning (the "Property")); and

WHEREAS, on November 5, 2018, after considering the offer to purchase from Fowler, the Board of Commissioners authorized the sale of the Property by upset bid pursuant to G.S. 160A-269; and

WHEREAS, on November 26, 2018, after advertisement as required by law, no upset bids were received and the aforementioned offer from Fowler, as Trustee, dated October 23, 2018, was the only qualified bid received on the Property;

NOW, THEREFORE, BE IT RESOLVED, that the offer of \$1,500.00 made by Cynthia M. Fowler, Trustee, be and hereby is accepted, and the Chairman of the Halifax County Board of Commissioners and appropriate county staff are hereby authorized to execute such instruments as may be needed to effect the sale of the Property under the following terms and conditions:

1. The buyer must pay with cash or certified funds at closing.
2. In addition to the purchase price, the buyer must reimburse the County for all advertising costs incurred throughout the upset bid process.
3. The County will bear no closing or other cost in connection with the sale.
4. Conveyance of the Property will be by special warranty deed, subject to all defects in title when the Property was acquired by the County.
5. Notwithstanding the legal description above, the legal description on the instrument of conveyance will be prepared from or referenced to a survey to be provided by the buyer, approved by the City of Roanoke Rapids planning office, and recorded in the Halifax County Register of Deeds Office.
6. As the Property was acquired by tax foreclosure, the proceeds of sale will be distributed in the manner required under G.S. 105-376.

Adopted this 3rd day of December, 2018.

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Vernon J. Bryant, Chairman  
Halifax County Board of Commissioners

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Andrea H Wiggins, MMC,  
Clerk to the Board

RESOLUTION TO ACCEPT OFFER FOR PURCHASE OF COUNTY PROPERTY  
BEING SOLD BY NEGOTIATED OFFER AND UPSET BID PROCESS  
PURSUANT TO G. S. 160A-269  
(Forest Hills Shopping Center - Park Avenue Tract)

WHEREAS, Halifax County (County) owns certain real property in the City of Roanoke Rapids, Halifax County, North Carolina, generally described as the parking lot and access drives for Forest Hills Shopping Center; and

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

WHEREAS, on or about October 23, 2018, the County received an offer from Cynthia M. Fowler to purchase a portion the property for the amount of \$500.00, accompanied by the required 5% deposit, said portion of property being described as follows:

That certain tract or parcel of land lying and being situate in the City of Roanoke Rapids, Halifax County, North Carolina, and being more particularly described as follows: BEGINNING at a point on the northwestern edge of the right of way for Park Avenue, said point being the southernmost corner of property now owned by Cynthia Medlin Fowler (see deed recorded in Book 2513, Page 580, Halifax Public Registry, Tract Two); thence from said point of beginning and along the southwestern boundary line of said Fowler property North 33 degrees, 01 minutes West 140 feet, more or less, to a point at the westernmost corner of said Fowler property; thence turning along a new line South 56 degrees, 57 minutes West 14 feet to a new point, the westernmost corner of the property described herein; thence turning along a new line South 33 degrees, 01 minutes East (intended to be parallel with the aforesaid southwestern boundary line of the Fowler property) 140 feet to a new point on the northwestern edge of the right of way for Park Avenue; thence turning along a new line along the northwestern edge of the right of way for Park Avenue, North 56 degrees, 57 minutes East 14 feet to the point of beginning (the "Property"); and

WHEREAS, on November 5, 2018, after considering the offer to purchase from Fowler, the Board of Commissioners authorized the sale of the Property by upset bid pursuant to G.S. 160A-269; and

WHEREAS, on November 26, 2018, after advertisement as required by law, no upset bids were received and the aforementioned offer from Fowler dated October 23, 2018, was the only qualified bid received on the Property;

NOW, THEREFORE, BE IT RESOLVED, that the offer of \$500.00 made by Cynthia M. Fowler, be and hereby is accepted, and the Chairman of the Halifax County Board of Commissioners and appropriate county staff are hereby authorized to execute such instruments as may be needed to effect the sale of the Property under the following terms and conditions:

1. The buyer must pay with cash or certified funds at closing.

2. In addition to the purchase price, the buyer must reimburse the County for all advertising costs incurred throughout the upset bid process.

3. The County will bear no closing or other cost in connection with the sale.

4. Conveyance of the Property will be by special warranty deed, subject to all defects in title when the Property was acquired by the County.

5. Notwithstanding the legal description above, the legal description on the instrument of conveyance will be prepared from or referenced to a survey to be provided by the buyer, approved by the City of Roanoke Rapids planning office, and recorded in the Halifax County Register of Deeds Office.

6. As the Property was acquired by tax foreclosure, the proceeds of sale will be distributed in the manner required under G.S. 105-376.

Adopted this 3rd day of December, 2018.

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Vernon J. Bryant, Chairman  
Halifax County Board of Commissioners

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Andrea H Wiggins, MMC,  
Clerk to the Board



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

**TO:** Halifax County Board of Commissioners

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

**PRESENTER:** County Commissioners

**SUBJECT:** Approval of Closed Session Minutes

**DATE:** December 3, 2018 Regular Meeting

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**SUPPORTING INFORMATION:**

The draft minutes of the June 18, 2018 Closed Session Meeting and the July 9, 2018 Closed Session Meeting have been previously provided for your review and approval. A copy of these minutes will also be provided during the meeting.

**ATTACHMENTS:**

Description

No Attachments Available

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**TOTAL COST:**

**COUNTY COST:**

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**REQUEST:** Approve the June 18, 2018 Closed Session Meeting and July 9, 2018 Closed Session Meeting minutes.



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

**TO:** Halifax County Board of Commissioners

**FROM:** Tony N. Brown, County Manager

**PRESENTER:** County Commissioners

**SUBJECT:** Halifax County Schools Annual Luncheon

**DATE:** December 3, 2018 Regular Meeting

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**SUPPORTING INFORMATION:**

The Board will leave the Historic Courthouse at approximately 12:00 Noon to attend the annual Halifax County Schools Luncheon

**ATTACHMENTS:**

Description

▣ Halifax County Schools Annual Luncheon

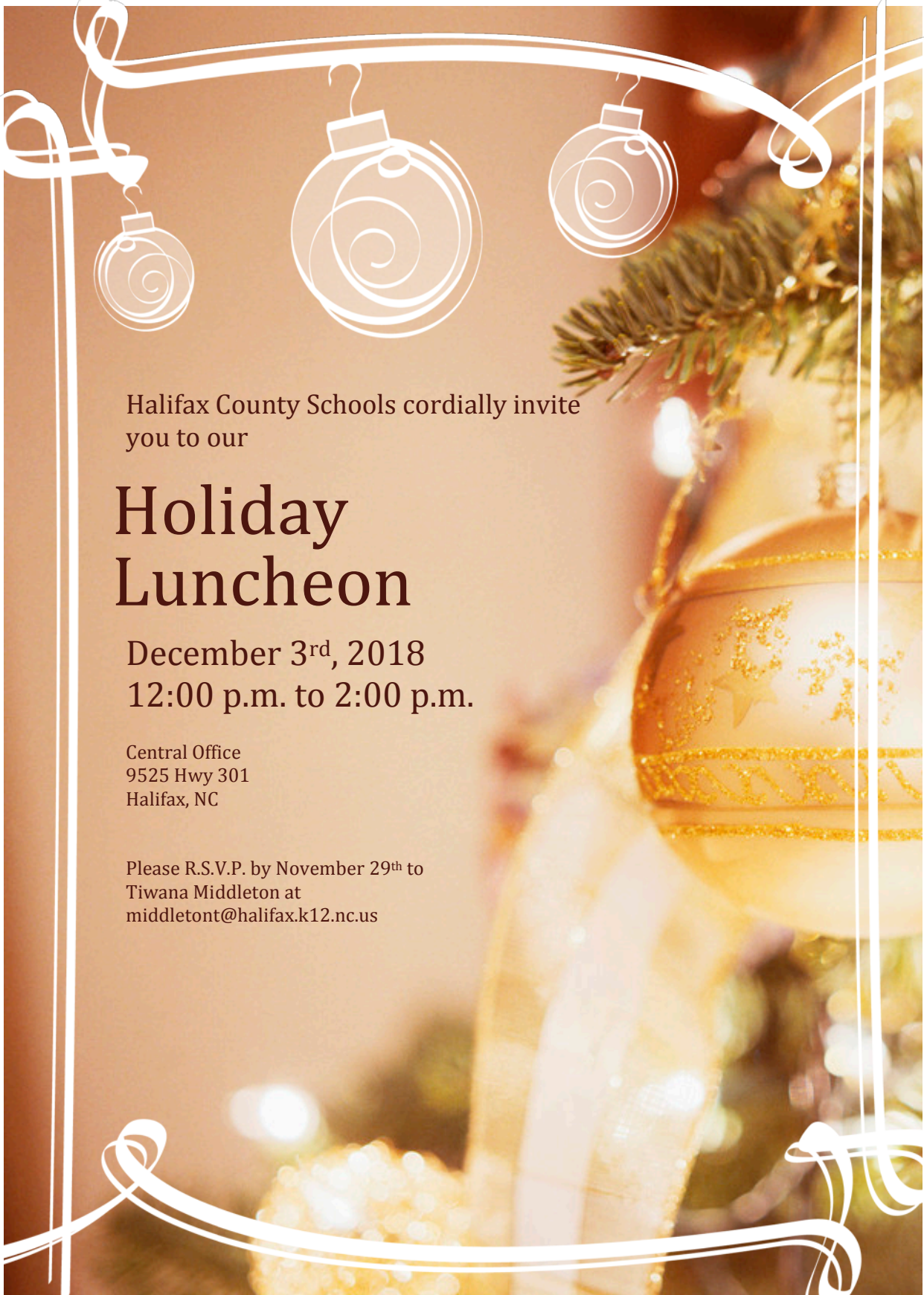
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**TOTAL COST:**

**COUNTY COST:**

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**REQUEST:**



Halifax County Schools cordially invite  
you to our

# Holiday Luncheon

December 3<sup>rd</sup>, 2018  
12:00 p.m. to 2:00 p.m.

Central Office  
9525 Hwy 301  
Halifax, NC

Please R.S.V.P. by November 29<sup>th</sup> to  
Tiwana Middleton at  
[middletont@halifax.k12.nc.us](mailto:middletont@halifax.k12.nc.us)