

# 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 April 2, 2018 Regular Meeting 9:30 AM

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

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

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### Call to Order

**Chairman Vernon J. Bryant**

### Invocation and Pledge of Allegiance

### Adoption of the Agenda

### Conflict of Interest

**Chairman Vernon J. Bryant**

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

### 1. Consent Agenda

**County Commissioners**

- A. Approval of Minutes
- B. Budget Amendments
- C. Property Tax Refunds & Releases - March 2018
- D. JCPC - Operation Restart Grant Application

### 2. Agenda Items

- A. Superior Courtroom Renovations Request

**Honorable Alma L. Hinton, Resident  
Superior Court Judge**

### 3. Special Recognitions

- A. 2018 Child Abuse Prevention Month Proclamation
- B. 2018 Older Americans Month Proclamation
- C. National Public Safety Telecommunicator Week Proclamation

**Dora Carter, MSW, DSS Director  
Rose Lewis, HRM  
Heather Joyner, Communications  
Manager**

### 4. Community Issues

- A. Donald F. Oakes

**Donald F. Oakes, Scotland Neck  
Business Association and Scotland  
Neck Community Task Force**

**5. Agenda Items - Continued**

- A. New Clinical Fees
- B. Hydrant Maintenance Contract Proposal
- C. Solid Waste and Recycling Proposals
- D. 2018 Recreation Partners Program
- E. Audit Contract for June 30, 2018
- F. Fiscal Year 2018 - 2019 Fee Schedule

**Bruce Robistow, Health Director**  
**Greg Griffin, Public Utilities Director**  
**Greg Griffin, Public Utilities Director**  
**Ian M. Bumgarner, Senior**  
**Management Analyst**  
**Mary W. Duncan, Finance Director**  
**Mary W. Duncan, Finance Director**

**6. Board Appointments**

- A. Board Appointments

**County Commissioners**

**7. Economic Development Report**

- A. Economic Development Report

**Cathy A. Scott, Economic**  
**Development Director**

**8. County Manager's Report**

**9. County Attorney's Report**

**10. Other Business**

**County Commissioners**

**11. Closed Session**

**County Commissioners**

**12. Adjourn**

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

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

**TO:** Halifax County Board of Commissioners

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

**SUBJECT:** Approval of Minutes

**DATE:** April 2, 2018 Regular Meeting

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**SUPPORTING INFORMATION:**

Attached, please find the draft minutes of the April 3, 2017 Board of Equalization and Review Meeting, April 3, 2017 Regular Meeting and the April 17, 2017 Regular Meeting for approval.

**ATTACHMENTS:**

Description

- ▢ Draft Minutes - April 3, 2017 Board of Equalization and Review Meeting
- ▢ Draft Minutes - April 3, 2017 Regular Meeting
- ▢ Draft Minutes - April 17, 2017 Regular Meeting

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**TOTAL COST:**

**COUNTY COST:**

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

**MINUTES  
COUNTY OF HALIFAX  
BOARD OF EQUALIZATION AND REVIEW MEETING  
APRIL 3, 2017**

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

The Halifax County Board of Commissioners held a Board of Equalization and Review Meeting on Monday, April 3, 2017, at 9:30 A. M. in the Historic Courthouse, Halifax, North Carolina.

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

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

**ABSENT:** Cheryl Warren, Human Resources Management Director

**1. Oath of Office**

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

**2. Call to Order**

Chairman Bryant called the meeting to order.

**3. Conflict of Interest**

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

**4. Board of Equalization and Review Appeals Presentation**

- A. Green Pasture Farm, LLC, Late Application for Present Use Value, Parcels 01-05090, 01-00805, and 0106848

After being sworn in by Chairman Bryant, C. Shane Lynch, County Assessor, addressed the Board regarding a 2017 late application for present use value for parcels 01-05090, 01-00805, and 01-06848 owned by Green Pasture Farm, LLC.

Mr. Lynch stated that applications for present use value must be filed during the regular listing period, or within 30 days of a notice of a change in valuation, or within 60 days of a transfer of land. He further stated that the County listing period for 2017 was from January 1, 2017 until February 1, 2017. He advised that on March 8, 2017, Green Pasture Farm, LLC, submitted a letter and application requesting late approval. He further advised that the submission of a late application for the 2017 tax year was the only recourse Green Pasture Farm, LLC, had to receive present use value status for the 2017 tax year. He explained that, other than not meeting the annual application deadline, the property owner met all of the present use value requirements and the application would have been approved.

Mr. Lynch requested that the Board determine whether to accept the 2017 late application for present use value for parcels 01-05090, 01-00805, and 01-06848 owned by Green Pasture Farm, LLC.

Commissioner Qualls moved to approve the 2017 late application for present use value for parcels 01-05090, 01-00805, and 01-06848 owned by Green Pasture Farm, LLC. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

- B. Helen Baker, Late Application for Present Use Value, Parcels 03-00330, 03-00331, 06-00634, and 06-00635

C. Shane Lynch, County Assessor, addressed the Board regarding a 2017 late application for present use value for parcels 03-00330, 03-00331, 06-00634, and 06-00635 owned by Helen Baker.

Mr. Lynch stated that applications for present use value must be filed during the regular listing period, or within 30 days of a notice of a change in valuation, or within 60 days of a transfer of land. He further stated that the County listing period for 2017 was from January 1, 2017 until February 1, 2017. He advised that on February 14, 2017, Ms. Baker submitted a letter and application requesting late approval. He further advised that the submission of a late application for the 2017 tax year was the only recourse Ms. Baker had to receive present use value status for the 2017 tax year. He explained that, other than not meeting the annual application deadline, the property owner met all of the present use value requirements and the application would have been approved.

Mr. Lynch requested that the Board determine whether to accept the 2017 late application for present use value for parcels 03-00330, 03-00331, 06-00634, and 06-00635 owned by Helen Baker.

Commissioner Qualls moved to approve the 2017 late application for present use value for parcels 03-00330, 03-00331, 06-00634, and 06-00635 owned by Helen Baker. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

C. Simmons Grove Baptist Church, 2017 Exemption of Late Application

C. Shane Lynch, County Assessor, addressed the Board regarding a 2017 late application for an exemption for parcels 09-12095 and 09-01398 owned by Simmons Grove Baptist Church.

Mr. Lynch stated that the Tax Department reviewed the late application from Simmons Grove Baptist Church and had it been received before the deadline, the request for exemption would have been approved. He further stated that the deadline for the listing period was February 1, 2017, and the application was received on March 14, 2017. He advised that approval by the Board for a 2017 late application was the only recourse that Simmons Grove Baptist Church had to obtain the 2017 property tax relief. He provided the Board with a copy of the letter and application from the Simmons Grove Baptist Church along with the N. C. G. S. §105-278.3 noting the criteria for exemption.

Mr. Lynch requested that the Board determine whether to accept the 2017 late application for an exemption for parcels 09-12095 and 09-01398 owned by Simmons Grove Baptist Church.

Commissioner Johnson moved to approve the 2017 late application for an exemption for parcels 09-12095 and 09-01398 owned by Simmons Grove Baptist Church. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

**5. Recess until May 1, 2017 at 9:30 A. M.**

Commissioner Manning moved to recess the Board of Equalization and Review Meeting until May 1, 2017 at 9:30 A. M. 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, NCCCC, Clerk to the Board  
Halifax County Board of Commissioners

STATE OF NORTH CAROLINA

COUNTY OF HALIFAX



OATH

**Halifax County Board of Equalization and Review**

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

All of the members answered in the affirmative and signed below signifying their acceptance of the oath on April 3, 2017.

J. Rives Manning, Jr.

Carolyn C. Johnson

Marcelle O. Smith

Vernon J. Bryant

T. Patrick W. Qualls

Linda A. Brewer

**MINUTES  
COUNTY OF HALIFAX  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
April 3, 2017**

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The Halifax County Board of Commissioners held a Regular Meeting on Monday, April 3, 2017, at 9:30 A. M. in the Historic Courthouse, Halifax, North Carolina.

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

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

**ABSENT:** Cheryl Warren, Human Resources Management Director

**Call to Order**

Chairman Bryant called the meeting to order.

**Invocation and Pledge of Allegiance**

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

**Adoption of the Agenda**

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

**Conflict of Interest**

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

**1. Consent Agenda**

After a brief discussion was held regarding Item C. Budget Amendments, Commissioner Johnson moved to approve the consent agenda as follows:

A. Approval of Minutes

The draft minutes of the April 25, 2016 Regular Meeting, May 2, 2016 Board of Equalization and Review Meeting, May 2, 2016 Regular Meeting, and May 23, 2016 Regular Meeting were approved.

B. Tax and Solid Waste Releases and Refunds

**March 2017 Refunds**

- (1) Taxpayer: Billy L. Warren and Sandra P. Warren, 2415 Hedgepeth Road, Halifax, North Carolina 27839

Carport and storage building was billed in error to the land parcel. The parcel should have been billed to Gary Sparks, who owned the leasehold doublewide on the parcel; billed as personal property 10276377, building value was \$11,820.

Parcel 05-00307

G01	\$ 80.35	2011
FDR	<u>10.64</u>	
Total	\$ 90.99	

G01	\$ 80.35	2012
FDR	<u>10.64</u>	
Total	\$ 90.99	

G01	\$ 80.38	2013
FDR	<u>10.64</u>	
Total	\$ 91.02	

G01	\$ 80.38	2014
FDR	<u>10.64</u>	
Total	\$ 91.02	

G01	\$ 86.14	2015
FDR	<u>10.51</u>	
Total	\$ 96.65	

G01	\$ 92.04	2016
FDR	<u>10.51</u>	
Total	\$102.55	

Total \$563.22

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- (2) Taxpayer: Michelle Garriss, 205 Western Drive, Roanoke Rapids, North Carolina 27870

Duplicate billing of detached garage. Garage was correctly billed to adjacent parcel 12-02335 in the amount of \$3,700.

Parcel 12-01710

G01	\$ 28.86	2015
FRH	<u>2.61</u>	
Total	\$31.47	

G01	\$ 27.01	2016
FRH	<u>2.61</u>	
Total	\$ 29.62	

Total \$61.09

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- (3) Taxpayer: Wilkin Walden ET AL, Jean Walden Heirs, 1509 Over The Farm Road, Halifax, North Carolina 27839

Land type coding error.

Parcel 03-00536

G01	\$129.81	2012
HOC	22.90	
FLT	<u>9.54</u>	
Total	\$162.25	

G01	\$129.81	2013
HOC	22.90	
FTL	<u>9.54</u>	
Total	\$162.25	

G01	\$129.81	2014
HOC	22.90	
FTL	<u>9.54</u>	
Total	\$162.25	

G01	\$271.56	2015
HOC	46.27	
FTL	<u>17.67</u>	
Total	\$335.50	

Total \$822.25

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- (4) Taxpayer: Wilkin Walden ET AL, Jean Walden Heirs, 1509 Over The Farm Road, Halifax, North Carolina 27839

Land type coding error.

Parcel 06-01661

G01	\$ 36.17	2012
FTL	<u>2.66</u>	
Total	\$ 38.83	

G01	\$ 36.17	2013
FTL	<u>2.66</u>	
Total	\$ 38.83	

G01	\$ 36.17	2014
FTL	<u>2.66</u>	
Total	\$ 38.83	

G01	\$ 75.92	2015
FTL	<u>4.94</u>	
Total	\$ 80.86	

Total \$197.35

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- (5) Taxpayer: Shenandoah Wood Preservers, Inc., C/O Halifax County Tax Department, Post Office Box 68, Halifax, North Carolina 27839

Returned refund to Tax Department and was applied as prepayment. Double listed Business Personal Property.

Account 104410

G01	\$198.27	2011
SNC	186.61	
HOC	<u>34.99</u>	
Total	\$419.87	

G01	\$198.27	2012
SNC	198.27	
HOC	<u>34.99</u>	

Total \$ 431.53

G01	\$198.27	2013
SNC	204.10	
HOC	<u>34.99</u>	
Total	\$437.36	

G01	\$198.27	2014
SNC	204.10	
HOC	<u>34.99</u>	
Total	\$437.36	

G01	\$212.85	2015
SNC	228.89	
HOC	<u>36.27</u>	
Total	\$478.01	

Total \$2,204.13

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Grand Total \$3,848.04

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

Number of Accounts With Release Activity: 8

- 5 Real Property Accounts  
Four releases were to correct data for properties which were reappraised due to deteriorated conditions. These were four accounts released for the same property owner. One release was for solid waste fees for a dwelling that had burned.
- 3 Personal Property Accounts  
Two releases were for personal property which was located in neighboring counties. One release was for personal property which was double-listed, correctly assessed as real property.

Years With Releases:	2011-2016
Total County Levy:	\$ 5,355.87
Total Solid Waste Fees:	\$18,010.72
Total Solid Waste Availability Fees:	\$ 5,649.80

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

#### C. Budget Amendments

Mary W. Duncan, Finance Director, requested the approval of the following budget amendments:

1. General Government - Transfer to General Fund excess funds from DSS from FY 14, 15, and 16 \$2,000,000.00
2. Unity and Success Team - Increase budget for t-shirt sales 620.00
3. Sheriff - Increase budget for calendar sales 3,000.00
4. Sheriff - Budget insurance reimbursement for a collision with deer 1,240.25
5. Sheriff - Budget insurance reimbursement for a collision with deer 1,568.40
6. Health - Increase PICH Budget for additional funds received from the State 500.00
7. Health - Increase Ebola-Zika Budget for additional funds received from the State 11,724.28
8. Health - Increase Triple P Budget for additional funds received from the State which must be spent by May 31, 2017 123,100.00
9. Health - Increase Infant Mortality Budget for additional funds received from the State 3,276.16
10. Health - Increase CATCH Budget for additional funds received from the State 42,120.00
11. Health - Increase Lazarus Budget for additional funds received from the State 1,500.00
12. DSS - Budget additional revenue from paternity fees 1,200.00
13. DSS - Transfer to General Fund excess funds from DSS from FY 14, 15, and 16 2,000,000.00
14. DSS - Increase budget for additional funds received for CP&L Energy Share 512.00

D. Turning Point Workforce Development Board, Inc.

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

E. Turning Point Workforce Development Grant/Student Incentive

Arthur Whitehead, Cooperative Extension, requested that the Board approve the receipt of additional funds, if awarded, from Turning Point Workforce Development Grant/Student Incentive and authorize the appropriate staff to execute the necessary documents.

F. DJJDP Operation Restart/Community Service

Arthur Whitehead, Cooperative Extension, requested that the Board approve the receipt of funds, if awarded, from DJJDP Operation Restart/Community Service and authorize the appropriate staff to execute the necessary documents.

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

**2. Special Recognitions**

A. Retirement Resolution - Sergeant Andrew Pittman, Jr., Sheriff's Office

Chairman Bryant read and presented the following resolution in recognition of Sergeant Andrew Pittman, Jr.:

**RESOLUTION**

**WHEREAS**, Andrew Pittman, Jr., decided to retire as a Deputy Sheriff, Sergeant, with the Halifax County Sheriff's Office, effective March 31, 2017; and

**WHEREAS**, he has spent 30 years with local government; Andrew 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, April 3, 2017, the Halifax County Board of Commissioners did honor Andrew Pittman, Jr., with formal adoption of this resolution, to be recorded in the minutes of the meeting of this day.

Chairman Bryant moved to adopt the retirement resolution honoring Sergeant Andrew Pittman, Jr. and to adopt the resolution authorizing the award of a badge and the sale of a service side arm to a retiring law enforcement officer. Commissioner Manning seconded the motion, which passed unanimously by voice vote.

**RESOLUTION**

**AUTHORIZING THE AWARD OF A BADGE AND SALE OF A  
SERVICE SIDE ARM TO A RETIRING LAW ENFORCEMENT OFFICER**

**WHEREAS**, the County of Halifax owns a certain item of personal property which has become surplus for the current needs of the County, to wit: the service side arm of Sergeant Andrew Pittman, Jr., who is a retiring law enforcement officer with the County; and

**WHEREAS**, North Carolina General Statute §20-187.2 permits the County, upon request, to donate the badge worn by a law enforcement officer to said officer upon retirement; and

**WHEREAS**, North Carolina General Statute §20-187.2 permits the County, upon request, to sell the service side arm to the retiring law enforcement officer upon securing such permit as required by law or without such permit if the weapon has been rendered incapable of being fired;

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Commissioners of Halifax County as follows:

To honor the service of Andrew Pittman, Jr., as a law enforcement officer, the Board of Commissioners authorizes the Sheriff to donate the badge worn by said officer, and further authorizes the sale of the following service side arm which has been declared surplus to said officer for the price of \$1.00, with the payment of said purchase price to be waived in consideration of this officer's loyal service to the citizens of Halifax County.

Glock 22 .40 Caliber  
Serial Number BBTC116

This resolution shall become effective upon adoption.

Adopted this the 3<sup>rd</sup> day of April, 2017.

B. Sons of the American Revolution Observance of the Adoption of the Halifax Resolves Proclamation

Ken Wilson, President of the Halifax Resolves Chapter of the Sons of American Revolution, read and presented the Sons of the American Revolution Observance of the Adoption of the Halifax Resolves Proclamation as follows:

**PROCLAMATION  
IN SUPPORT OF THE SONS OF THE AMERICAN REVOLUTION  
OBSERVANCE OF THE ADOPTION OF THE HALIFAX RESOLVES**

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

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

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

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

**NOW, THEREFORE, BE IT PROCLAIMED**, that the Halifax County Board of Commissioners, in the State of North Carolina, is fully in support of the Halifax Resolves Chapter, North Carolina Society, Sons of the American Revolution's efforts to commemorate the adoption of this historic document on April 12, 1776.

**BE IT FURTHER PROCLAIMED**, that a copy of this proclamation be spread upon the minutes of the Halifax County Board of Commissioners this 3<sup>rd</sup> day of April, 2017.

Commissioner Manning moved to adopt the Sons of the American Revolution Observance of the Adoption of the Halifax Resolves Proclamation. Commissioner Smith seconded the motion, which passed unanimously by voice vote.

- C. Sons of the American Revolution Law Enforcement Commendation Medal - Deputy Patrick Neal Aycock, Sheriff's Office

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

- D. National Public Health Month Proclamation

Anne Thomas, Interim Health Director, read and presented the National Public Health Month Proclamation as follows:

### **PROCLAMATION 2017 PUBLIC HEALTH MONTH**

**WHEREAS**, this Board hereby recognizes and acknowledges public health's 137 years of service to the residents of North Carolina and the immeasurable contribution of these services to the quality of life in our State; and

**WHEREAS**, North Carolina's public health system is a critical component of the state's emergency response to natural and man-made disasters and widespread disease outbreaks in North Carolina and beyond; and

**WHEREAS**, public health measures to control and eliminate infectious diseases, improve environmental sanitation, and promote healthy lifestyle practices have been the greatest

cause of improved health status and increased life expectancy for North Carolina's residents, such that North Carolinians now have an average life expectancy at birth of more than 77 years; and

**WHEREAS**, public health plays a critical role in eliminating health inequities and preventing chronic diseases and injuries, resulting in improved productivity and decreased health care costs for all North Carolinians; and

**WHEREAS**, public health provides everyone a choice of safe, healthy food while making sure the healthy choice is the easy choice, resulting in improved health; and

**WHEREAS**, public health builds a nation of safe, healthy communities and assists with preparations in disaster related events while preparing for the health effects of climate change; and

**WHEREAS**, in recognition of the importance of prevention in Public Health, the Halifax County Board of Commissioners supports the goals of the Healthy North Carolina 2020 Objectives; and

**WHEREAS**, the Healthy North Carolina 2020 Objectives represent a 10-year plan to improve the health of all North Carolinians by working to promote access to preventative and needed health services, foster positive and supportive living and working conditions in our communities, and support individuals in developing the capacities and skills to achieve healthy living; and

**WHEREAS**, communities, employers, hospitals and healthcare providers, as well as individuals, planners, economic developers, housing authorities, businesses, families, insurers, legislators and policy makers, schools and childcare facilities must all work together to identify and develop innovative solutions to health problems facing the people of North Carolinas.

**NOW, THEREFORE**, the Halifax County Board of Commissioners does hereby proclaim April 2017, as "Public Health Month" in Halifax County and recognizes that the power of prevention, advocating for health and fair policies, sharing strategies for successful partnerships and championing a strong public health system will create a healthier nation for all and urges our citizens to recognize that the Halifax County Public Health System is working to ensure that all people living in Halifax County have the opportunity to be healthy and protected from threats such as influenza, food-borne disease, injury and chronic diseases such as diabetes, heart disease, and asthma.

Adopted this 3<sup>rd</sup> day of April 2017.

Commissioner Johnson moved to adopt the National Public Health Month Proclamation. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

E. Child Abuse Prevention Month Proclamation

Norma C. Merriman, Department of Social Services Director, read and presented the Child Abuse Prevention Month Proclamation as follows:

**PROCLAMATION  
CHILD ABUSE PREVENTION MONTH**

**WHEREAS**, children are vital to our County's future success, prosperity, and quality of life as well as being our most vulnerable assets; and

**WHEREAS**, all children deserve to have the safe, stable, nurturing homes, and communities they need to foster their healthy growth and development; and

**WHEREAS**, child abuse and neglect is a community responsibility affecting both the current and future quality of life of a community; and

**WHEREAS**, communities that provide parents with the social support, knowledge of parenting and child development and concrete resources they need to cope with stress and nurture their children ensure all children grow to their full potential; and

**WHEREAS**, effective child abuse prevention strategies succeed because of partnerships created among citizens, human service agencies, schools, faith communities, healthcare providers, civic organizations, law enforcement agencies, and the business community.

**THEREFORE**, we, the Halifax County Board of Commissioners, do hereby proclaim April as Child Abuse Prevention Month and call upon all Halifax County citizens, community agencies, faith groups, medical facilities, elected leaders, and businesses to increase their participation in our efforts to support families, thereby preventing child abuse and strengthening the communities in which we live.

Commissioner Brewer moved to adopt the Child Abuse Month Proclamation. Commissioner Manning seconded the motion, which passed unanimously by voice vote.

**3. Community Issues**

**A. Mazine Lowe, Lake Gaston Association**

Mazine Lowe, Vice President, Lake Gaston Association, Post Office Box 656, Littleton, addressed the Board and read the following:

As we have done in previous years, the Lake Gaston Association is providing this input for your consideration at the beginning of the FY 2017-2018 Budget formulation process. While this letter proposes considerations based primarily on the input from residents, property owners, and businesses in the Lake Gaston area of the County, please be assured that we appreciate the needs of the citizens of the entire County.

As a result of our successful membership drive, the Lake Gaston Association now represents over 2,000 households and businesses. As you know, the majority of the County's non-governmental funding comes from ad valorem taxes from property owners. It is important to realize that a large percentage of our members are retired, on fixed incomes, and are facing a steadily increasing cost of living. Important to both our individual and business members are keeping taxes in check, maintaining the viability of the lake as a County asset, and controlling noxious aquatic vegetation and water quality efforts. Similarly, many of our businesses are dependent on a healthy Lake Gaston tourism economy.

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

As the Board and the staff work on the FY 2017-2018 Halifax County Budget, the following recommendations are being offered: Develop and implement strategies to attract and retain businesses in Halifax County. Continue with efforts to improve the quality of education for the young people of Halifax County in a cost efficient way and minimize teacher turnover. Develop a budget that is revenue neutral for FY 2017-2018 with the possible exception of the supplemental school tax. Fully support the County's \$116,000 commitment to control noxious aquatic vegetation. Support Law Enforcement and Emergency Services. Continue to maintain a high tax collection rate, ensuring everyone pays their share. Continue efforts to identify and eliminate any duplication, waste, and abuse in all departments.

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

B. William Hodge, Coalition for Education and Economic Security

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

Economic Development A Different Approach Review. Coalition for Education and Economic Security recent presentations documented a major Halifax job crisis. February job data shows employment has fallen to levels below the peak of the Great Recession seven years ago. Perhaps even more disturbing, public data showed Halifax County committed double the funding for economic development than our neighboring six counties combined. Reports show Halifax has spent far more and achieve far less than neighboring rural counties. Property Tax Refund Strategy. Our decision makers cannot be satisfied with these results. It is time to adopt a strategy that leads to real job growth and reduces risk by only paying rewards after performance metrics are achieved. An alternate to our current approach uses a property tax refund as the incentive. The Economic Incentives County by County Report listed 17 counties who use this practice. In a tax refund program all agreed that performance metrics must be achieved before payments are made, similar to State grants. Halifax County is not a bank. It should not make loans or disburse incentives awards early. The county's experiences from prior unsuccessful projects suggest it is preferable to pass on clients with insufficient funding or other deficits.

Transparency. There is little known about economic development projects the county undertakes. Only a few onetime special economic development reports have been published. The public is entitled to know how their tax dollars are being spent; but we do not know. Commissioners must quantify and qualify incentives agreed upon and provide online transparency so the public is aware of decisions made and funds committed. Raleigh news reports has shown State paid incentives are less than 50% successful and even less in rural areas. Since State incentives are only paid after the incentives are achieved, State awarded funds are not used for infrastructure, buildings, equipment, or start-up costs.

Lesson Learned. In the fall of 2015, WRAL investigated all the North Carolina Incentive Grants. Halifax County's economic development team had obtained six signed agreements signed in 2009 to 2012 with awards totaling \$8.2 Million, if incentives of 1,682 jobs and investments of \$277 Million were complete within the allotted two to five years. All six grants expired without any company earning any State incentive money. These examples illustrate that the tax refund method is based on actual performance. With this method, Halifax's limited funds would not be spent on failed or stalled economic development initiatives. Clients can rely on infrastructure grants from other state and federal organizations which can offer funds and low interest loans to build out infrastructure. Economic development, possible job growth, but at what cost? As of January 2017, Halifax had four signed job growth agreements, with an additional six projects being negotiated. The six pending projects should be converted to a property tax refund incentive to limit the county's upfront risk exposure without limiting job creation opportunities. A case study of the Littleton Industrial Building is attached. This failed economic development project spanned 13 years with four possible owners. Numerous projects in the facility dead-ended. Without any project transparency, we cannot even guess the total tax dollars wasted on this location.

2017-2018 Budget Priorities. There are several ways to make Halifax County attractive to firms considering relocating here. Economic incentives are only one and may be the least powerful force to motivate companies to move here. Higher quality public education includes: Pre-K, K-12 and community college programs all need resources. More parks and recreation, more attractive town centers, and healthier citizens are just a few of the other factors that can help us attract commerce and thereby everyone prospers. Halifax County's economy is ranked the fourth worst in North Carolina. The way to improve the economy is to invest in its people, its infrastructure and its services. Employers will want to come and stay in Halifax County when there is a well-educated workforce here and when our communities are valued as good places to work and raise families. Priority number one for investment should be our citizens. History of Halifax County's North Carolina Job Development Grants. WRAL originally initiated their Jobs Promise Explorer in October 2014, which was last updated October 2015. The file is an online employment data base tracking jobs created by companies who had requested a North Carolina Incentive Grant: One North Carolina is for smaller companies. Jobs Development Investment Grant are for companies with larger investments and larger number of jobs created. These awards are earned by qualifying companies who created jobs and invest in infrastructure taking into account the tier ranking of the county where the new facility is located. It is unclear if the database is still active as it was last updated on October 19, 2015 and listed Halifax County projects as being closed out.

C. Terry Buffaloe, Greater Joy North Church

Terry Buffaloe, 316 Chockoyotte Street, Roanoke Rapids, addressed the Board and echoed the sentiments of William Hodge, Coalition for Education and Economic Security. He stated that last month Mr. Hodge made a presentation regarding the poor rate of jobs in the County, which was 2.3 jobs per year over the past seven years. He further stated that during the presentations of Mr. Hodge to the Board no one was addressing the large amount of expenditures in terms of incentives to bring businesses to the County that failed or were false start businesses. He advised that during his own research it was found that some members of the Board of Commissioners also served on the Economic Development Commission. He further advised that the Board of Commissioners appointed members and were stewards over the Economic Development Commission and yet so much money had been spent; he questioned whether it was a lack of experience, lack of knowledge or outright fraud and waste. He explained that during the presentations of Mr. Hodge, the Board did not refute the colossal waste of government and taxpayer's funds spent; which should generate public response and accounting regarding economic development.

**4. Halifax County Parks and Recreation Advisory Board Presentation**

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

He reviewed and provided the Board with mean and median management salaries and salary ranges for management positions by region and agency population class for a director, assistant director, superintendent of recreation, and superintendent of parks. He further reviewed and provided FY 2016-2017 parks and recreation budgets for Nash County \$504,065 and Northampton County \$270,000.

Mr. Williams provided a proposed parks and recreation budget for Halifax County that consisted of salaries for one fulltime director, one fulltime administrative assistant and two part-time employees, in the total budget amount of \$296,168; with recurring cost in the amount of \$263,168. He further stated that the salaries for all budgeted positions were in the total amount of \$130,168. He requested that the Board approve the proposed budget for a Halifax County Parks and Recreation Department which was a sound investment that would assist in the continuation of healthy residents, tourism, economic development, jobs, education, and quality of life.

Commissioner Manning stated that the proposed County parks and recreation budget was in the total amount of \$296,168 and inquired where the funding would come from. Mr. Williams responded that in the Parks and Recreation Master Plan, the community recommended applying for grants and increasing property taxes by one cent. He recommended that the Board review its budget during the upcoming budget work sessions to fund the proposed parks and recreation department.

Commissioner Johnson inquired what period of time would the parks and recreation program span. Mr. Williams responded that based on the recommendation, the creation of a parks and recreation department would span 12 months as with any other county department. Commissioner Johnson inquired if the salaries for all budgeted positions in the total amount of \$130,168 would be adequate. Mr. Williams responded that the Board could always increase the salaries as it deemed necessary.

Commissioner Smith recalled that Mr. Williams stated that the advisory board had identified areas of possible grant funding. He inquired if an individual would be needed to apply for grant funding or would that be a function of the advisory board. Mr. Williams responded that the advisory board could only make recommendations to the Commissioners and would request that the Commissioners provide direction.

## **5. Parks and Recreation Trust Fund Grant**

Joe Long, 4-H Rural Life Center Director, addressed the Board regarding the submission of the Parks and Recreation Trust Fund Grant application and the receipt of a donation in the amount of \$10,000 from the Atlantic Coast Pipeline Project.

He stated that the Parks and Recreation Trust Fund Grant application was due on May 1, 2017. He further stated that the grant was in the amount of \$360,000 to construct an approximately two-acre recreational pond for the 4-H Rural Life Center. He advised that the grant would also pave the current basketball court, replace the basketball goals with commercial grade materials, assist with the construction cost of the pond, and other renovations to benefit the 4-H Center and the County. He further advised that the County was approved for a Kate B. Reynolds grant in the amount of \$150,000 to be used as part of the required 50% match that would build a new playground and walking trail. He explained that funds in the amount of \$20,000 from the Agriculture Water Resources Assistance Program Grant would be contributed to the match and assist in building the pond. He further explained that a donation in the amount of \$10,000 was received from the Atlantic Coast Pipeline Project that had been earmarked for the 4-H Rural Life Center.

Mr. Long requested that the Board approve the submission of the Parks and Recreation Trust Fund Grant application, the receipt of funds if awarded, authorize the appropriate staff to execute the necessary documents and receive a donation in the amount of \$10,000 from the Atlantic Coast Pipeline Project.

Commissioner Manning recalled that during a previous Board discussion regarding the 4-H Rural Life Center Project, the pond would be used for recreational activities such as swimming, fishing, and canoeing. He stated that in reviewing the documents there was no mention of swimming and inquired whether swimming was no longer one of the recreational activities. Dia H. Denton, Deputy County Manager, addressed the Board stating that there were still plans for recreational activities to include fishing and canoeing. She further stated that Jeff Dillard, Environmental Health Supervisor II, visited the site, reviewed the soil and surface water, and recommended that swimming not be allowed in the pond due to safety reasons. Mr. Long stated that he was also present during the discussion and when someone asked whether Mr.

Dillard would swim in the pond, he responded no due to an amoeba that could be life threatening. Mr. Long further stated that he explained to Mr. Dillard that the amoeba cases were rare and was informed that there was recently a case at the United States National Whitewater Center in Charlotte, North Carolina. He advised that upon further research it was found that in the past 10 years, there had only been 37 cases of amoeba, which was extremely rare. He further advised that he was in favor of swimming; however, it was the Board's decision. Commissioner Manning inquired whether amoeba was found in the water. Mr. Long responded that amoeba existed everywhere. Commissioner Manning further inquired whether amoeba had been found at the 4-H Rural Life Center or Lake Gaston. Mr. Long responded no. Commissioner Manning stated that the response of Mr. Dillard was an opinion. Mr. Long stated that if the Board approved swimming in the pond, there would be an increase in cost.

Mary W. Duncan, Finance Director, addressed the Board stating that the County's insurance company had been contacted and it was found that swimming was not recommended due to increase liability and cost, as there would be no lifeguard or fenced area.

Commissioner Qualls moved to approve the submission of the Parks and Recreation Trust Fund Grant application, the receipt of funds if awarded, authorize the appropriate staff to execute the necessary documents and receive a donation in the amount of \$10,000 from the Atlantic Coast Pipeline Project. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

## **6. 2016 State of the County Health Report**

Anne Thomas, Interim Local Health Director, addressed the Board and introduced Laura Ellis, Health Education Supervisor, Halifax County Health Department, who presented the 2016 Halifax County State of the Health Report.

Ms. Ellis stated that the health concerns identified as priorities by the 2014 Community Health Assessment consisted of obesity, physical activity, nutrition, and chronic diseases such as cardiovascular disease and diabetes. She further stated that the County's objectives for the identified concerns to be completed by September 2019 consisted of the following: Decrease the percentage of children ages two to four and adults that were classified as overweight or obese by five percent. Increase the percentage of adults and children getting the recommended amount of physical activity by five percent. Decrease the number of diagnosed diabetes by 5% and decrease the percentage of those with high blood pressure in eastern North Carolina by 5%.

She stated that in 2015, the total population in North Carolina was 10,042,802 that was an increase of 6.4% since 2010; while Halifax County saw a 4.1 % decrease since 2010. She further advised that the percentage of individuals living below the poverty level in the County from 2011 to 2015 was 27.9 %, which was a slight increase from 27.4% in 2009 to 2013 above the State at 16.4 percent; a slight decrease from 17.5% during 2009 to 2013. She advised that obesity was one of the health priority areas identified in the 2014 Community Health Assessment with one third of eastern North Carolina population classified as obese; 35.7% classified as overweight in 2015. She further advised that over the past three years, eastern North Carolina had a less than 2% increase in obesity. She explained that in eastern North

Carolina over half of the population was insufficiently active or inactive. She further explained that while the lack of physical activity continued to be a concern in eastern North Carolina and Halifax County; eastern North Carolina did see a 2% increase in those highly active and active combined since 2013.

Ms. Ellis stated that a decline in the percentage of deaths related to heart disease since 2011 had heart disease as the second leading cause of death, a change from the number one leading cause of death in 2013. She further stated that the percentage of deaths related to diabetes mellitus had decreased over the past year; however, the percentage of diagnosed diabetes had increased from 12.1% to 12.8% in eastern North Carolina. She advised that the County was ranked 97<sup>th</sup> overall in health outcomes and health behaviors out of 100 counties in North Carolina by the County Health Rankings and Roadmaps. She further advised that while the County ranked poorly in overall health it was an improvement from being ranked 99<sup>th</sup> out of a 100 two years prior. She explained that many newly developed partnerships and initiatives contributed to the positive momentum in developing healthy lifestyles.

Ms. Thomas requested that the Board accept the submission of the 2016 Halifax County State of the Health Report.

Commissioner Johnson moved to accept the 2016 Halifax County State of the Health Report. Commissioner Smith seconded the motion, which passed unanimously by voice vote.

## **7. Recreation Partners Program**

Ian Bumgarner, Senior Management Analyst, addressed the Board requesting the approval of funding recommendations for the FY 2016-2017 Recreation Partners Program.

He stated that the Board allocated \$20,000 for the Recreation Partners Program. He further stated that a committee consisting of Commissioner Carolyn C. Johnson, Commissioner Linda A. Brewer, M. Glynn Rollins, Jr., County Attorney, Mary W. Duncan, Finance Director, Dia H. Denton, Deputy County Manager, and himself reviewed each proposal for its ability to provide organized and appropriate programming that was primarily geared towards youth. He advised that the committee was interested in funding programs that would serve all areas of the County to reach as many youths as possible. He provided a summary of all the applications received.

Mr. Bumgarner requested that the Board approve the funding recommendations of the committee as follows: A Better Chance, A Better Community \$2,000; Boys and Girls Club of North Central North Carolina \$2,000; Lincoln Heights Community Center \$2,000; ProjectLift Community Efforts \$2,000, Together Transforming Lives, Inc. \$2,000; Jack Rabbit Sports Complex \$2,000; Child Abuse Resource and Education \$2,000; Scotland Neck Education and Recreation Foundation \$2,000; Quankey Missionary Baptist Church \$2,000; and Tillery Spectrum Connections, Inc. \$2,000 for a total amount of \$20,000.

Commissioner Brewer moved to approve the FY 2016-2017 Recreation Partners Program 10 funding recommendations in the total amount of \$20,000 and to authorize that the appropriate

staff to enter into agreements with the selected organizations. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

**8. FY 2017-2018 Fee Schedule**

Mary W. Duncan, Finance Director, addressed the Board and presented the proposed amendments to the FY 2017-2018 Fee Schedule (See Attachment A).

She stated that the departments requesting amendments to the Fee Schedule were Cooperative Extension, Health Department, Information Technology Services, Natural Resources Conservation Services, Public Utilities Solid Waste Division, Public Utilities Water Division, Register of Deeds, and Tax Department.

Commissioner Brewer stated that the Health Department had several decreases in the cost of immunization fees and inquired if the State or the County was proposing the changes. Tony N. Brown, County Manager, stated that the fees were dictated by the State.

Commissioner Manning stated that there were no proposed changes to the planning and zoning section of the Fee Schedule. He further stated that a County resident contacted him regarding a fee that was incurred for a tent that was placed in his backyard for a bridal reception. Mr. Brown stated that he would have to research the matter; however, a tent company would incur a fee when setting up a tent in the County and staff would ensure that the tent was installed safely. Commissioner Manning stated that other counties were not charging a fee and inquired when the County began charging a fee for the setup of a tent that was temporary. Mr. Brown stated that he would research the matter and provide a response to the Board.

Commissioner Qualls inquired if there was an anticipated net gain due to the changes to the fee schedule. Ms. Duncan stated that she had not calculated the impact of the proposed changes. Commissioner Qualls stated that he did not want the perception to be that the Board was not raising taxes, but raising fees as a hidden tax. He further stated that he did not see any changes in the proposed fee schedule that would imply a hidden tax; however, wanted to be sure.

Ms. Duncan requested that the Board approve the FY 2017-2018 Fee Schedule subject to any changes that may require reapproval prior to the adoption of the Budget Ordinance.

Commissioner Brewer moved to approve the FY 2017-2018 Fee Schedule subject to any changes that may require reapproval prior to the adoption of the budget ordinance. Commissioner Smith seconded the motion.

Upon discussion, Commissioner Smith inquired if the verbiage that Ms. Duncan requested for the Board's approval covered any potential discussion that may be held regarding Item 12. Public Utilities - Solid Waste Division. M. Glynn Rollins, Jr., County Attorney, stated that there was a possibility along with any other proposed fee changes approved by the Board. He further stated that it was a good idea upon approving the fee schedule that it was approved subject to approval again if there were any amendments needed to the fee schedule. Commissioner Smith inquired if this motion would not become official until the Board adopted

the budget. Attorney Rollins responded that he was correct. Mr. Brown stated that the motion was tentative approval in order for the departments to be able to project their revenue streams based on the amended fee schedule. Attorney Rollins stated that this action would allow the department heads to know what the Board approved tentatively when preparing their budget calculations and as the Board begins its budget deliberations there may be fees that would need to be adjusted that staff was not aware of at this time. Commissioner Manning inquired if the motion should be to tentatively approve the fee schedule. Attorney Rollins stated that was what Ms. Duncan requested. Ms. Duncan stated that the phrase that she used in the motion was subject to any changes made for prior preapproval prior to the adoption of the ordinance.

The votes were as follows:

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

Commissioner Manning stated that he was opposed because the motion was not to approve tentatively, but to approve. Chairman Bryant requested that the Clerk to the Board repeat the motion. Andrea H. Wiggins, Clerk to the Board, stated that Commissioner Brewer moved to approve the FY 2017-2018 Fee Schedule subject to any changes that may require pre-approval prior to the adoption of the budget ordinance. Attorney Rollins stated that Ms. Duncan may have misspoke as the motion was not for preapproval but for reapproval prior to the adoption of the budget ordinance. Chairman Bryant stated with that being said, whether Commissioner Brewer and Commissioner Smith would like to amend their motion. Commissioner Manning stated that the motion had a majority vote. Chairman Bryant inquired if Mr. Manning wished to change his vote. Commissioner Manning responded no sir, he would not.

## **9. Board Appointments**

### **Choanoke Public Transportation Authority**

Commissioner Manning moved to appoint Chris Rountree to replace Nancy Jackson on the Choanoke Public Transportation Authority, term expiring March 31, 2019. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

### **Enfield Board of Adjustment**

Commissioner Smith moved to appoint Balfour Keeter, Jr., to replace George Williams on the Enfield Board of Adjustment, term expiring February 28, 2019. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

### **Tourism Authority**

Commissioner Manning moved to appoint Jim Trzinki to replace Allen Purser on the Tourism Authority as an ex-officio member. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

Health Board

Commissioner Qualls moved to appoint Louis V. Mann, III, to replace Jamie Marshall until a veterinarian position could be filled in accordance with N. C. G. S. § 130A-35, term expiring December 31, 2018. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

**10. Economic Development Report**

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

**11. County Manager's Report**

Tony N. Brown, County Manager, addressed the Board and read the retirement resolution honoring Marsha B. Brown, as follows:

**RESOLUTION**

**WHEREAS**, Marsha B. Brown, decided to retire as an Income Maintenance Administrator I with the Halifax County Department of Social Services, effective February 28, 2017; and

**WHEREAS**, she has spent 30 years with local government; Marsha 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, April 3, 2017, the Halifax County Board of Commissioners did honor Marsha B. Brown with formal adoption of this resolution, to be recorded in the minutes of the meeting of this day.

Commissioner Manning moved to adopt the retirement resolution honoring Marsha B. Brown. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

Mr. Brown read the retirement resolution honoring Patrick N. Bryant, as follows:

**RESOLUTION**

**WHEREAS**, Patrick N. Bryant, decided to retire as a Processing Warehouse Supervisor with Halifax County Commodity Foods Program, effective December 31, 2016; and

**WHEREAS**, he has spent 30 years with local government; Patrick 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, April 3, 2017, the Halifax County Board of Commissioners did honor Patrick N. Bryant with formal adoption of this resolution, to be recorded in the minutes of the meeting of this day.

Commissioner Brewer moved to adopt the retirement resolution honoring Patrick N. Bryant. Commissioner Manning seconded the motion, which passed unanimously by voice vote.

Mr. Brown requested that the Board approve an agreement between Halifax County and Franklin County. He stated that the purpose of the agreement was to establish a formal arrangement whereby Franklin County would utilize Halifax County as its backup 911 Center during such times as Franklin County experienced failure to its primary 911 emergency call and dispatch center. He stated that the agreement with Franklin County was just for rerouting 911 phone calls and did not authorize or commit the County to providing console space for their telecommunicators.

Commissioner Manning moved to approve the agreement between Halifax and Franklin counties for 911 temporary backup services. Commissioner Qualls seconded the motion which passed unanimously by voice vote.

## **12. County Attorney's Report**

M. Glynn Rollins, Jr., County Attorney, addressed the Board stating that there was no business for discussion under his report.

## **13. Other Business**

Chairman Bryant requested the approval of a welcome and congratulatory letter that was executed on behalf of the Board to Reverend Tommy Arrington, Walnut Grove Missionary Baptist Church, in recognition of an installment service held in his honor.

Commissioner Manning moved to approve the congratulatory letter executed on behalf of the Board to Reverend Tommy Arrington, Walnut Grove Missionary Baptist Church, in recognition of his installment service. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

## **14. Closed Session**

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

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

**15. Adjourn until the April 17, 2017 Regular Meeting**

With there being no further matters to come before the Board, Commissioner Smith moved to adjourned the meeting until the April 17, 2017 Regular Meeting at 5:30 P. M. in the Historic Courthouse. Commissioner Manning seconded the motion, which passed unanimously by voice vote.

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Vernon J. Bryant, Chairman  
Halifax County Board of Commissioners

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

**Proposed  
Fee Schedule Changes**

FY 17-18

**3. Cooperative Extension**

**3.5.** Rings at 4-H Horse & Livestock Complex (per day) \$ ~~100.00~~ \$ 125.00

**7. Health Department**

**7.1. Medical Procedures**

<b>7.1.1.</b>	Simple or single incision and drainage abscess 10060	\$ <del>107.00</del>	
<b>7.1.2.</b>	Complicated or multiple incision of abscess 10061	\$ <del>313.00</del>	
<b>7.1.3.</b>	Incision & removal foreign body - simple 10120	\$ <del>155.00</del>	
<b>7.1.4.</b>	Puncture aspiration of abscess, hematoma, bulla or cyst 10160	\$ <del>135.00</del>	
<b>7.1.5.</b>	Incision & drainage, complex, postoperative wound infection 10180	\$ <del>462.00</del>	
<b>7.1.6.</b>	Biopsy of skin subcutaneous tissue; single lesion 11100	\$ <del>130.00</del>	
<b>7.1.7.</b>	Biopsy of skin subcutaneous tissue; each separate / additional 11101	\$ <del>86.00</del>	
<b>7.1.8.</b>	Removal of skin tags - up to 15 lesions 11200	\$ <del>130.00</del>	
<b>7.1.9.</b>	Removal of skin tags - each additional 10 lesions 11201	\$ <del>86.00</del>	
<b>7.1.10.</b>	Debridement of nail(s) by any method(s); one to five 11720	\$ <del>80.00</del>	
<b>7.1.11.</b>	Debridement of nail(s) by any method(s); six or more 11721	\$ <del>118.00</del>	
<b>7.1.12.</b>	Avulsion of nail plate; partial or complete; simple, single 11730	\$ <del>132.00</del>	
<b>7.1.13.</b>	Avulsion of nail plate; partial or complete; simple; each additional nail plate - 11732	\$ <del>93.00</del>	
<b>7.1.14.</b>	Evacuation of subungual hematoma 11740	\$ <del>101.00</del>	
<b>7.1.15.</b>	Wedge excision of skin of nail fold (e.g., ingrown toenail) 11765	\$ <del>242.00</del>	
<b>7.1.16.</b>	Insertion, intrauterine device IUD 58300	\$ <del>141.00</del>	\$ 122.00
<b>7.1.18.</b>	Simple repair of superficial wounds of scalp, neck, axillae, external genitalia, trunk and/of extremities 2.5 cm or less 12001	\$ <del>167.00</del>	
<b>7.1.19.</b>	Simple repair of superficial wounds of scalp, neck, axillae, external genitalia, trunk and/of extremities 2.6 cm to 7.5 cm 12002	\$ <del>221.00</del>	
<b>7.1.20.</b>	Simple repair of superficial wounds of scalp, neck, axillae, external genitalia, trunk and/of extremities 7.6 cm to 12.5 cm 12004	\$ <del>284.00</del>	
<b>7.1.21.</b>	Simple repair of superficial wounds of face, ears, eyelids, nose, lips and/or mucous membranes; 2.5 cm or less 12011	\$ <del>205.00</del>	
<b>7.1.27.</b>	Chemical cauterization of granulation tissue (proud flesh, sinus or fistula) 17250	\$ <del>124.00</del>	
<b>7.1.28.</b>	Injection, tendon sheath, ligament, trigger points or ganglion cyst 20550	\$ <del>106.00</del>	
<b>7.1.29.</b>	Arthrocentesis, aspiration and/or injection; small joint, bursa or ganglion cyst (e.g., fingers, toes) 20600	\$ <del>50.32</del>	
<b>7.1.30.</b>	Arthrocentesis, aspiration and/or injection; intermediate joint, bursa or ganglion cyst (e.g., wrist, elbow or ankle) 20605	\$ <del>107.00</del>	

Attachment A

**Proposed  
Fee Schedule Changes**

FY 17-18

<del>7.1.31.</del>	<del>Arthrocentesis, aspiration and/or injection; major joint, bursa (e.g., shoulder, hip, knee joint, subacromial bursa) 20610</del>	<del>\$ 129.00</del>	
<del>7.1.34.</del>	<del>Intubation, endotracheal, emergency procedure 31500</del>	<del>\$ 202.00</del>	
<del>7.1.35.</del>	<del>Introduction of needle or intracatheter, vein 36000</del>	<del>\$ 125.00</del>	
<del>7.1.43.</del>	<del>Diaphragm or cervical cap fitting with instructions 57170</del>	<del>\$ 91.00</del>	
<del>7.1.46.</del>	<del>Fetal non-stress test 59025</del>	<del>\$ 37.00</del>	\$ 51.00
<del>7.1.51.</del>	<del>Immunization, active; BCG vaccine 90585</del>	<del>\$ 133.00</del>	
<del>7.1.52.</del>	<del>Immunization, active; hepatitis A vaccine Adult 90632</del>	<del>\$ 83.00</del>	\$ 37.00
<del>7.1.53.</del>	<del>Immunization, hepatitis A vaccine pediatric/adolescent dosage-2 dose schedule for intramuscular use 90633</del>	<del>\$ 83.00</del>	\$ 23.00
<del>7.1.54.</del>	<del>Immunization, Hemophilus influenza b Vaccine (Hib), HbOC conjugate (4 dose schedule) for intramuscular use 90645</del>	<del>\$ 38.00</del>	\$ 10.00
<del>7.1.56.</del>	<del>Immunization, Hemophilus influenza b Vaccine (Hib), PRP-OMP conjugate (3 dose schedule), intramuscular use 90647</del>	<del>\$ 36.00</del>	\$ 10.00
<del>7.1.57.</del>	<del>Immunization, Hemophilus influenza b Vaccine (Hib), PRP-T conjugate (4 dose schedule), intramuscular use 90648</del>	<del>\$ 37.00</del>	\$ 18.00
<del>7.1.58.</del>	<del>Immunization, Lyme disease vaccine 90665</del>	<del>\$ 74.00</del>	
<del>7.1.59.</del>	<del>Immunization, active; rabies vaccine 90675</del>	<del>\$ 220.00</del>	\$ 260.76
<del>7.1.60.</del>	<del>Immunization, Typhoid 90691</del>	<del>\$ 57.00</del>	\$ 98.00
<del>7.1.61.</del>	<del>Immunization, Prevnar 90670</del>	<del>\$ 120.00</del>	\$ 175.54
<del>7.1.62.</del>	<del>Immunization (DtaP) 90696</del>	<del>\$ 54.00</del>	\$ 24.00
<del>7.1.63.</del>	<del>Immunization, active; diphtheria, tetanus toxoids, and pertussis vaccine (DTP) 90701</del>	<del>\$ 34.00</del>	
<del>7.1.64.</del>	<del>Immunization, active; diphtheria and tetanus toxoids (DT) 90702</del>	<del>\$ 21.00</del>	\$ 52.00
<del>7.1.65.</del>	<del>Immunization, active; tetanus toxoid 90703 Tdap 90715</del>	<del>\$ 23.00</del>	\$ 34.00
<del>7.1.66.</del>	<del>Immunization, active; mumps virus vaccine, live 90704</del>	<del>\$ 38.00</del>	
<del>7.1.67.</del>	<del>Immunization, active; measles virus vaccine, live attenuated 90705</del>	<del>\$ 33.00</del>	
<del>7.1.68.</del>	<del>Immunization, active; rubella virus vaccine, live 90706</del>	<del>\$ 43.00</del>	
<del>7.1.69.</del>	<del>Immunization, active; measles, mumps, and rubella virus vaccine, live</del>	<del>\$ 55.00</del>	\$ 72.00
<del>7.1.70.</del>	<del>Immunization, active; measles and rubella virus vaccine, live 90708</del>	<del>\$ 45.00</del>	
<del>7.1.71.</del>	<del>Immunization, active; measles, mumps, rubella, and varicella vaccine 90710</del>	<del>\$ 193.00</del>	\$ 207.00
<del>7.1.72.</del>	<del>Immunization, active; poliovirus vaccine, live, oral (any type(s)) 90712</del>	<del>\$ 32.00</del>	
<del>7.1.73.</del>	<del>Immunization, active; poliomyelitis vaccine 90713</del>	<del>\$ 39.00</del>	\$ 34.00
<del>7.1.74.</del>	<del>Immunization, active; varicella (chicken pox) vaccine 90716</del>	<del>\$ 97.00</del>	\$ 126.00
<del>7.1.75.</del>	<del>Immunization, active; yellow fever vaccine 90717</del>	<del>\$ 72.00</del>	

Attachment A

**Proposed  
Fee Schedule Changes**

FY 17-18

<b>7.1.76.</b>	Immunization, active; tetanus and diphtheria toxoids absorbed, for adult use (Td) 90718	<del>\$ 23.00</del>	\$ 37.00
<b>7.1.78.</b>	<del>Immunization, active; diphtheria, tetanus toxoids, and pertussis (DTP) and Hemophilus influenza B (HIB) vaccine 90720</del>	<del>\$ 55.00</del>	
<b>7.1.79.</b>	Immunization, active; diphtheria, tetanus toxoids, & acellular pertussis vaccine (DTaP) and Hemophilus influenza B (HIB) 90721	<del>\$ 62.00</del>	\$ 94.00
<b>7.1.80.</b>	Immunization, active; influenza virus vaccine <del>90658</del> 90688	<del>\$ 32.00</del>	\$ 18.00
<b>7.1.81.</b>	<del>Immunization, active; cholera vaccine 90725</del>	<del>\$ 28.00</del>	
<b>7.1.82.</b>	<del>Immunization, active; plague vaccine 90727</del>	<del>\$ 28.00</del>	
<b>7.1.83.</b>	Immunization, active; pneumococcal vaccine, polyvalent 90732	<del>\$ 43.00</del>	\$ 96.00
<b>7.1.84.</b>	Immunization, active; meningococcal polysaccharide vaccine (any group(s)) 90733	<del>\$ 113.00</del>	\$ 122.00
<b>7.1.85.</b>	<del>Immunization, active; encephalitis virus vaccine 90735</del>	<del>\$ 111.00</del>	
<b>7.1.86.</b>	Immunization, active; hepatitis B vaccine; pediatrics/adolescents 90744	<del>\$ 57.00</del>	\$ 18.00
<b>7.1.87.</b>	Immunization, active; hepatitis B vaccine; adult dosage 90746	<del>\$ 58.00</del>	\$ 44.00
<b>7.1.89.</b>	<del>Immunization, active; hepatitis B and Hemophilus influenza B (HIB) vaccine 90748</del>	<del>\$ 80.00</del>	
<b>7.1.90.</b>	Unlisted immunization procedure - no code	Indv rate	
<b>7.1.91.</b>	<del>Therapeutic, prophylactic or diagnostic injection (specify material injected - Subcutaneous or intramuscular) 90782</del>	<del>\$ 22.20</del>	
<b>7.1.95.</b>	<del>Cardioversion, elective, electrical conversion of arrhythmia, external 92960</del>	<del>\$ 389.00</del>	
<b>7.1.96.</b>	<del>Electrocardiogram, routine ECG with at least 12 leads; with interpretation and report 93000</del>	<del>\$ 74.00</del>	
<b>7.1.98.</b>	<del>Aerosol or Vapor Inhalations 94664</del>	<del>\$ 54.00</del>	
<b>7.1.101.</b>	<del>Professional services for allergen immunotherapy not including provision of allergenic; single injection 95145</del>	<del>\$ 19.00</del>	
<b>7.1.102.</b>	<del>Multiply allergy 95147</del>	<del>\$ 23.00</del>	
<b>7.1.104.</b>	<del>Medical nutrition therapy individual initial 97802</del>	<del>\$ 99.00</del>	
<b>7.1.105.</b>	<del>Medical nutrition therapy re-assessment individual follow up 97803</del>	<del>\$ 87.00</del>	
<b>7.1.106.</b>	Reports and forms 99080	<del>\$ 75.00</del>	\$ 20.00
<b>7.1.108.</b>	<del>Ipecac or similar administration for individual emesis and cont'd observation until stomach adequately emptied of poison 99175</del>	<del>\$ 100.00</del>	
<b>7.1.109.</b>	New patient (see Physicians' Fee Reference for complete description) 99201	<del>\$ 96.00</del>	\$ 100.00
<b>7.1.110.</b>	New patient (see Physicians' Fee Reference for complete description) 99202	<del>\$ 118.00</del>	\$ 177.00
<b>7.1.111.</b>	New patient (see Physicians' Fee Reference for complete description) 99203	<del>\$ 189.00</del>	\$ 184.00

Attachment A

**Proposed  
Fee Schedule Changes**

FY 17-18

<b>7.1.112.</b>	New patient (see Physicians' Fee Reference for complete description) 99204	<del>\$ 196.00</del>	\$ 190.00
<b>7.1.113.</b>	New patient (see Physicians' Fee Reference for complete description) 99205	<del>\$ 200.00</del>	\$ 196.00
<b>7.1.114.</b>	Established patient (see Physicians' Fee Reference for complete description) 99211	<del>\$ 99.00</del>	\$ 109.00
<b>7.1.115.</b>	Established patient (see Physicians' Fee Reference for complete description) 99212	<del>\$ 156.00</del>	\$ 141.00
<b>7.1.116.</b>	Established patient (see Physicians' Fee Reference for complete description) 99213	<del>\$ 166.00</del>	\$ 148.00
<b>7.1.117.</b>	Established patient (see Physicians' Fee Reference for complete description) 99214	<del>\$ 166.00</del>	\$ 154.00
<b>7.1.118.</b>	Established patient (see Physicians' Fee Reference for complete description) 99215	<del>\$ 196.00</del>	\$ 166.00
<b>7.1.119.</b>	Initial preventive medicine evaluation and management of individual (see PFR for complete description) under 1 year old 99381	<del>\$ 163.00</del>	\$ 152.00
<b>7.1.120.</b>	Initial preventive medicine evaluation and management of individual (see PFR for complete description) ages 1-4 years old 99382	<del>\$ 163.00</del>	\$ 152.00
<b>7.1.121.</b>	Initial preventive medicine evaluation and management of individual (see PFR for complete description) ages 5-11 years old 99383	<del>\$ 163.00</del>	\$ 152.00
<b>7.1.122.</b>	Initial preventive medicine evaluation and management of individual (see PFR for complete description) ages 12-17 years old 99384	<del>\$ 163.00</del>	\$ 149.00
<b>7.1.123.</b>	Initial preventive medicine evaluation and management of individual (see PFR for complete description) ages 18-39 years old 99385	<del>\$ 202.00</del>	\$ 149.00
<b>7.1.124.</b>	Initial preventive medicine evaluation and management of individual (see PFR for complete description) ages 40-64 years old 99386	<del>\$ 199.00</del>	\$ 168.00
<b>7.1.126.</b>	Periodic preventive medicine reevaluation and management of individual (see PFR for complete description) under 1 year 99391	<del>\$ 126.00</del>	\$ 121.00
<b>7.1.127.</b>	Periodic preventive medicine reevaluation and management of individual (see PFR for complete description) ages 1-4 years 99392	<del>\$ 126.00</del>	\$ 121.00
<b>7.1.128.</b>	Periodic preventive medicine reevaluation and management of individual (see PFR for complete description) ages 5-11 years 99393	<del>\$ 126.00</del>	\$ 121.00
<b>7.1.129.</b>	Periodic preventive medicine reevaluation and management of individual (see PFR for complete description) ages 12-17 years 99394	<del>\$ 202.00</del>	\$ 121.00
<b>7.1.130.</b>	Periodic preventive medicine reevaluation and management of individual (see PFR for complete description) ages 18-39 years 99395	<del>\$ 202.00</del>	\$ 121.00
<b>7.1.131.</b>	Periodic preventive medicine reevaluation and management of individual (see PFR for complete description) ages 40-64 years 99396	<del>\$ 160.00</del>	\$ 151.00

Attachment A

**Proposed  
Fee Schedule Changes**

FY 17-18

7.1.	7.1.139.	Administration and interpretation of health risk assessment instrument (e.g. health hazard appraisal) <del>99420</del> <b>96110</b>	<del>\$ 31.00</del>	\$ 56.00
	7.1.141.	Removal of skin lesion 11401	<del>\$ 114.86</del>	
	7.1.142.	Removal of skin lesion 11402	<del>\$ 131.29</del>	
	7.1.144.	EKG with interpretation 93005	<del>\$ 63.00</del>	
	7.1.145.	Removal of nail bed 11750	<del>\$ 183.56</del>	
	7.1.147.	Immunization; hepatitis A vaccine and hepatitis B adult dose <del>90636</del> (Twinrix)	\$ 95.00	
	7.1.150.	Immunization; Pediarix (Dtap, Hpe B, IPV) 90723 <del>State Supplied</del>	\$ 76.00	
	7.1.151.	Psychiatric Diagnostic Interview Exam <del>90801</del>	<del>\$ 205.00</del>	
	7.1.152.	Individual Psychiatric, insight 90804	<del>\$ 87.83</del>	
	7.1.153.	Individual Psychiatric, insight 90806	<del>\$ 132.57</del>	
	7.1.154.	Family Psychotherapy without Patient <del>90846</del>	<del>\$ 128.50</del>	
	7.1.155.	Family Psychotherapy Cojoint <del>90847</del>	<del>\$ 156.64</del>	
	7.1.169.	Drugs Unclassified Injection (17P) <del>J3490</del> <b>J1725</b>	\$ 20.00	
	7.2.	Laboratory Procedures		
7.2.	7.2.17.	Wet mount for bacteria, fungi, ova, and/or parasites 87210	<del>\$ 24.00</del>	\$ 16.00
	<b>NEW</b>	Vaginal chemical analysis 82120	<del>\$</del>	\$ 8.00
7.3.	7.3.	Medical Codes		
	7.3.1.	J1055 <b>J1050</b> Depo-Provera Contraceptive Injection (p) ( c )	<del>\$ 60.00</del>	\$ 54.00
	7.3.1.1.	J1055 <b>J1050</b> Depo-Provera Contraceptive Injection (ud)	\$ 22.50	
	7.3.2.	D0145 Initial Comprehensive Oral Eval	<del>\$ 38.07</del>	\$ 33.00
	7.3.3.	<del>D4206</del> <b>D1203</b> Initial Topical Application Fluoride	<del>\$ 31.00</del>	\$ 25.00
	7.3.8.	T1002 TB New Control Treatment	<del>\$ 31.00</del>	\$ 86.00
	7.3.9.	T1002 STD Control Treatment	<del>\$ 31.00</del>	\$ 86.00
	7.3.10.	99501 MH Post Home Visit Assess	<del>\$ 67.00</del>	\$ 62.00
	7.3.12.	99502 Newborn Assessment	<del>\$ 67.00</del>	\$ 62.00
	7.3.13.	Smoking Cessation Counseling	<del>\$ 16.00</del>	\$ 40.00
7.6.	7.6.	Environmental Health		
	7.6.3.	Well Permits and Water Sampling		
	7.6.3.1.	Bacterial (total coliform and fecal coliform)	<del>\$ 35.00</del>	\$ 55.00
	7.6.3.2.	Inorganic water sample	<del>\$ 35.00</del>	\$ 95.00
	7.6.3.3.	Nitrate/Nitrite Sample	<del>\$ 35.00</del>	\$ 55.00
	7.6.3.4.	Pesticide Water Sample	<del>\$ 50.00</del>	\$ 105.00
	7.6.3.5.	Petroleum Water Sample	<del>\$ 50.00</del>	\$ 105.00
	7.6.3.6.	Re-sample (bacterial only)	<del>\$ 20.00</del>	

Attachment A

**Proposed  
Fee Schedule Changes**

FY 17-18

<b>7.7.</b>	Home Health Charges		
<b>7.7.1.</b>	Skilled nursing visit	<del>\$ 135.00</del>	\$ 155.00
<b>9.</b>	<b><u>Information Technology Services</u></b>		
<b>9.1.</b>	Thumb-drive (each)		
<b>9.3.5.</b>	SanDisk-Cruzer - 128 gb	<del>\$ 130.00</del>	\$ 85.00
<b>NEW</b>	Special programming	<del>\$</del>	\$ 100.00 per hour
<b>11.</b>	<b><u>Natural Resources Conservation Services</u></b>		
<b>NEW</b>	Use of no-till drill	<del>\$</del>	\$ 10.00 per acre
<b>12.</b>	<b><u>Public Utilities - Solid Waste Division</u></b>		
<b>12.1.</b>	Tipping Fees per ton		
<b>12.1.1.</b>	Industrial and Commercial Waste (MSW) (transfer station)	<del>\$ 51.62</del>	\$ 63.60
<b>12.1.2.</b>	Construction and demolition waste (landfill)	<del>\$ 49.00</del>	\$ 52.00
<b>12.1.4.</b>	Incorporated municipalities (MSW) within Halifax County (transfer station)	<del>\$ 51.62</del>	\$ 63.60
<b>12.1.5.</b>	Bulk construction and demolition waste (landfill) from a single site source - 2,500+ tons within a 60 calendar day timeframe	<del>\$ 32.67</del>	\$ 47.00
<b>12.2.</b>	Residential collection and disposal fee	<del>\$ 155.86</del>	\$ 167.20
<b>12.3.</b>	Availability fee (per habitable dwelling)	<del>\$ 47.15</del>	\$ 44.51
<b>12.3.1.</b>	Availability fee T. S.	<del>\$ 12.10</del>	\$ 11.87
<b>13.</b>	<b><u>Public Utilities - Water Division</u></b>		
<b>13.1.</b>	Rate Schedule		
<b>13.1.1.</b>	Residential rates for water service in the County shall be as follows:		
<b>13.1.1.1.</b>	Zero gallons (availability fee)	<del>\$ 27.68</del>	\$ 27.80
<b>13.1.1.2.</b>	0 plus gallon (rate per 1000 gallons)	<del>\$ 3.23</del>	\$ 3.28
<b>13.1.2.</b>	Commercial rates for water service in the County shall be as follows:		
<b>13.1.2.1.</b>	Zero gallons (availability fee)	<del>\$ 27.68</del>	\$ 27.80
<b>13.1.2.2.</b>	0 plus gallon (rate per 1000 gallons)	<del>\$ 3.28</del>	\$ 3.33
<b>13.1.4.</b>	Bulk rates for water service in the County shall be as follows:		
<b>13.1.4.1.</b>	0 plus gallons (rate per 1000 gallons)	<del>\$ 3.13</del>	\$ 3.18
<b>13.1.5.</b>	Institutional rates for water service in the County shall be as follows:		
<b>13.1.5.1.</b>	0 plus gallons (rate per 1000 gallons)	<del>\$ 4.36</del>	\$ 4.41
<b>13.1.6.</b>	Prison rates for water service in the County shall be as follows:		
<b>13.1.6.1.</b>	0 plus gallons (rate per 1000 gallons)	<del>\$ 8.20</del>	\$ 8.28

Attachment A

**Prosposed  
Fee Schedule Changes**

FY 17-18

**14. Register of Deeds**

**14.3.** Deeds of Trust - Mortgages

<b>14.3.1.</b>	First 45 <del>35</del> pages	\$ <del>56.00</del>	\$ 64.00
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**17. Tax Department**

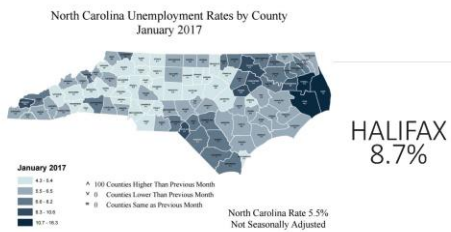
**17.8.** ~~Map/Plot, Floppy, CD and Postage for Maps, CD/DVD~~

<b>17.8.1.</b>	1 map/plot, floppy, CD/DVD	\$	1.25
<b>17.8.2.</b>	2 maps/plots, floppys, CDs/DVD	\$	1.50
<b>17.8.3.</b>	3 maps/plots, floppys, CDs/DVD	\$	1.75
<b>17.8.4.</b>	4 maps/plots, floppys, CDs/DVD	\$	2.00
<b>17.8.5.</b>	5 maps/plots, floppys, CDs/DVD	\$	2.25
<b>17.8.6.</b>	6 maps/plots, floppys, CDs/DVD	\$	2.50

Attachment B

## ECONOMIC DEVELOPMENT UPDATE

HALIFAX COUNTY ECONOMIC DEVELOPMENT COMMISSION  
APRIL 3, 2017



### ECONOMIC DEVELOPMENT MEETINGS

NCWorks Partners Meeting – March 1  
TRADE NC – March 2 & March 10  
Private Industry Council Planning Meeting – March 7  
Halifax-Northampton Regional Airport Authority Meeting – March 7  
Solar Workshop (Cooperative Extension) – March 8  
Roanoke Rapids Graded School District Early College Funding Meeting – March 9  
Roanoke Electric Partners Meeting – March 10  
North Carolina Economic Developers Mid-Winter Conference – March 14-15  
Economic Development Partnership of NC – Open House – March 15  
Center for Energy Education Board Meeting – March 21  
RVCC Elected Officials Reception – March 23  
Meeting with NCDOT – March 30

### UPDATE TRADE NC BRANDING INITIATIVE

NCSU – ITS presented branding ideas and strategy for five county area  
More work is needed to refine the overall branding effort for the five counties  
Meeting April 7



### US HIGHWAY 158



Continued discussions with Hertford, Northampton, Warren & Halifax Counties regarding funding stream to support legislative efforts

### PASSENGER RAIL



Meeting with NCDOT on March 30

### LITTLETON BUILDING UPDATE



Board of Commissioners approved sale of building to Buddy Isles for \$370,700  
Title issue being worked out by County Attorney



### PROJECT BIO

Brian Moyer of Thar presented project overview at Halifax County Intergovernmental Meeting on March 22  
Continuing efforts in support of pilot and commercial extraction facility in Hobgood

### ROANOKE VALLEY ENERGY

Meeting with company officials on March 23

Conversion to natural gas a possibility

Company has generated outside interest in the facility



Attachment B

### HALIFAX CORPORATE PARK

Demolition funding requested for remaining structures at the Park  
Site visit by NC Department of Commerce on March 24  
Re-Certification as Certified Industrial Park being initiated  
Requires updated Phase I Environmental & Wetlands Delineation



### HALIFAX CORPORATE PARK

Patton Mechanical moving ahead with construction of new facility



### CENTER FOR ENERGY EDUCATION (C4EE)



Geenex committed to Board that the Center will be completed and operational by September 15, 2017

### FLAMBEAU BUILDING



Marketing push for building in national site selection publications

### SONRISE - WESTPOINT



DEQ Review Progressing  
Listing on National Brownfields Redevelopment Site

### SAFELITE BUILDING



Binswanger Group continues due diligence with interested company

### KLAUSNER PROJECT UPDATE



Klausner has sold its European mills  
Waiting for Klausner connections to sewer pump station and water storage tank  
Requisitions completed for majority of grant funds for rail infrastructure

### Organic Production Services



Company has located at former Apex Agricultural Building in Weldon  
Organic soybean milling for export  
10 new jobs initially with expansion potential

### FUNDING PROJECT UPDATES

#### Meherrin River Forest Products

- Building Reuse Grant Funds - \$200,000
- First request for reimbursement of costs received last week for kiln renovations

#### Enfield Timber

- Building Reuse Grant Funds - \$450,000
- Second request for reimbursement of eligible costs submitted last week

#### Mid-Atlantic Eye Associates

- Economic Infrastructure Grant Funds - \$60,000
- Grant Agreements executed by all parties last week
- Sewer extension is cost-shared between Roanoke Rapids Sanitary District, Halifax County, and Mid-Atlantic Eye Associates

Attachment B

NEW COMPANY INQUIRIES - MARCH

Project Dan	Project Bath
Project Inverter	Project Quantum Leap
Project KPMG	Project Vintex
Project Green Frog	Project Float
Project Margaret	

ACTIVE PROJECTS

992 Jobs  
\$295 M

<b>Project Treat</b>		<b>Project Berta</b> <small>BUSINESS INCUBATOR</small>
• 65 jobs		• 20 jobs
• \$25 million investment		• \$2 million investment
<b>Project Horizon</b>	<b>Project Rhino</b> <small>MARKET PLANNED 4 &amp; 17</small>	<b>Project FreeBird</b> <small>10 MARKETING MONTHS NEEDED</small>
• 92 jobs	• 40 jobs	• 50 jobs
• \$50 million investment	• \$8 million investment	• \$55 million investment
<b>Project TG</b>	<b>Project Orange</b>	<b>Project PAK-DITZ</b> <small>10 MARKETING MONTHS NEEDED</small>
• 35 jobs	• 162 jobs	• 18 jobs
• \$5.2 million investment	• \$79 million investment	• \$48 million investment
<b>Project Bio</b>	<b>Project Preserve</b>	<b>Project Mid-Atlantic</b> <small>ECONOMIC INFRASTRUCTURE</small>
• 20 Jobs	• 20 jobs	• 6 Jobs
• \$2 million investment	• \$2 million investment	• \$3.2 million investment
<b>Project Bridge</b>	<b>Project Deacon</b>	<b>Project AC (Patton Mechanical)</b> <small>Permits Approved</small>
• 155 jobs	• 300 jobs	• 6 jobs
• \$5.7	• \$10 million investment	• \$25 million investment

UPCOMING ECONOMIC DEVELOPMENT MEETINGS

Broadband Providers Meeting – April 6  
NCDOT Strategic Transportation Investments Info Session for Division 4 – April 6  
TRADE NC Branding Session – April 7  
NC Railroad – Site Development Meeting  
Halifax Horizons Executive Committee & Board of Directors Meetings – April 12  
Halifax Community College Board Retreat – April 18  
CCX Developers Meeting – April 19  
Turning Point Workforce Development Board – April 20  
Private Industry Council Planning Meeting – April 24  
HCEDC Board of Directors Meeting – April 27



**Halifax County Economic Development Commission**  
260 Premier Boulevard  
Roanoke Rapids, NC 27870  
Phone: 252-519-2630  
E-Mail: [catlyscott@halifaxdevelopment.com](mailto:catlyscott@halifaxdevelopment.com)  
Website: [www.halifaxdevelopment.com](http://www.halifaxdevelopment.com)  
[www.HalifaxCorporatePark.com](http://www.HalifaxCorporatePark.com)  
[www.LittletonIndustrialBuilding.com](http://www.LittletonIndustrialBuilding.com)  
[www.FlambeauBuilding.com](http://www.FlambeauBuilding.com)

**MINUTES**  
**COUNTY OF HALIFAX**  
**BOARD OF COMMISSIONERS**  
**REGULAR MEETING**  
**April 17, 2017**

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

The Halifax County Board of Commissioners held a Regular Meeting on Monday, April 17, 2017, at 5:30 P. M. in the Historic Courthouse, Halifax, North Carolina.

**PRESENT:** Honorable J. Rives Manning, Jr., Vice Chairman  
Honorable Carolyn C. Johnson (Left Meeting 6:51 P. M.)  
Honorable Marcelle O. Smith  
Honorable Vernon J. Bryant, Chairman  
Honorable Linda A. Brewer

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

**ABSENT:** Honorable T. Patrick W. Qualls

**Call to Order**

Chairman Bryant called the meeting to order.

**Invocation and Pledge of Allegiance**

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

**Adoption of the Agenda**

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

**Conflict of Interest Statement**

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

**1. Enfield-Roanoke Rapids Alumnae Chapter of Delta Sigma Theta Sorority**

Dr. Felisha Whitaker, Enfield-Roanoke Rapids Alumnae Chapter of Delta Sigma Theta Sorority, addressed the Board and provided a brief presentation regarding the history of Delta Sigma Theta Sorority. She stated that the Delta Sigma Theta Sorority was a private, non-profit organization and its purpose was to provide assistance and support through established programs in local community. She further stated that the purpose of the presentation was to bring awareness to the community regarding the Enfield-Roanoke Rapids Alumnae Chapter of Delta Sigma Theta Sorority.

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

Tony N. Brown, County Manager, addressed the Board regarding the FY 2017-2018 Budget and requested Mary W. Duncan, Finance Director, review the History of Fund Balance.

Mary W. Duncan, Finance Director, addressed the Board and reviewed the History of Fund Balance for the years 2002-2016. She reported that the total Fund Balance as of June 30, 2016 was in the amount of \$25,690,994 or 45.79% and the Unassigned Fund Balance was in the amount of \$2,271,623 or 4.05%.

She reported that the General Fund Balance as of June 30, 2016 was in the amount of \$16,749,119 minus (\$9,716,482) restricted by State Statute; (\$193,435) Inventory and Prepaid Items and \$.00 committed for School Capital Outlay, which totaled \$6,839,202 or 16.08%.

Ms. Duncan then reported that the expenditures were as follows: miscellaneous \$1,150; carry forwards \$941,244; education \$1,758,415; grants (\$43,155); appropriate for million gallon storage tank \$792,800; appropriate for PSAP ineligible expenses \$172,848; T/F Health Reserve to Building Maintenance \$115,859; appropriate for LEO Retirees \$23,150; appropriate Department of Social Services Reserve for Building Maintenance \$23,688; appropriate for Hartsoe Settlement \$25,000; correct double posting of Seed Account original budget \$(26,158); appropriate for employee Christmas bonus \$59,207; appropriate for retention grant payment 2016 \$7,345; adjust match for HCCBG revision one (\$830); T/F QSCB excess funds and close project (\$66,884.65); and T/F Department of Social Services excess cash to General Fund (\$2,000,000) for a total expenditure amount of \$1,783,678.

She stated that the estimated current Fund Balance was in the amount of \$5,055,524 or 11.88% and the total expenditures for fiscal year ending June 30, 2016 was in the amount of \$42,537,537. She further stated that historically the Board recommended maintaining a designated reserve of \$3,403,002.96, 8%, to \$9,358,258.14, 22%, Fund Balance. She advised

that the difference between the 8% and the current estimate was \$1,652,521.

Ms. Duncan reviewed the FY 2017-2018 General Fund Debt Payment Schedule. She stated that the current long-term debt balance was \$28,726,186.05. She further stated that the Transfer Station - Enterprise Debt was in the amount of \$649,219.03.

Ms. Duncan provided a brief report regarding the Halifax County School Units Estimates for FY 2017-2018, which included the current expenses for revenue estimates as follows: Tax Revenue Allotment \$5,202,231; ABC Profits \$81,800; Fines/Forfeitures \$205,727 for a total amount of \$5,489,758. She stated that the student per capita was 7,680 based on the total student population including Charter School population estimates. She reviewed the Capital Outlay as follows: Tax Revenue Allotment \$755,830; Budget Requests \$17,945,027; Difference (\$17,189,197); Enfield School Debt Service \$1,120,673; Manning Elementary School \$1,683,602; Roanoke Rapids Graded School District-QSCB Debt Service to be deducted from capital outlay totaled \$113,246; Weldon City Schools-QSCB Debt Service to be deducted from capital outlay totaled \$60,978 and Roanoke Rapids Graded School District-QZAB Debt Service to be deducted from capital outlay totaled \$89,500 for a total Debt Service in the amount of \$3,067,999. She further stated that the expense per capita for FY 2017-2018 was in the amount of \$677.37. A brief discussion was held.

She reviewed the requested FY 2017-2018 Taxing Districts rates as follows: Arcola .07; Darlington .09; Davie .09; Enfield .07; Halifax .0726; Hobgood .0719; Littleton .0534; Rheasville .07; Scotland Neck .07; Tillery .05; Weldon .0845; and Our Community Hospital .12.

Tony N. Brown, County Manager, addressed the Board stating that the County continued to operate under a revenue-based budgeting process. He further stated that based on revenue projections, an allotment was given to each department relative to their historical percentage of the budget. He advised that the departments were required to establish a budget within this allotment and anything the departments felt was a necessity, but not able to include as part of the original allotment, was placed on the unfinanced requirements list for possible future consideration. He further advised that staff reviewed these requests to determine if a need existed and established a recommendation to the Board for inclusion of those items deemed critical. He explained that departments also created a decrement list which showed the priority the department heads would use to identify up to a 10% reduction. He further explained that the County did have some growth in the budget this year, unfortunately this growth did not outpace the increased expenses.

Mr. Brown stated that the total revenue projected for FY 2017-2018 was in the amount of \$39,990,863. He further stated that the proposed balanced budget included a flat budget for departmental operations, three school systems, and the Halifax Community College; 11.5% health insurance increase: medical \$290,131 and dental \$12,614; and outside request in the amount of \$151,519. He advised that the proposed balanced budget did not fund departmental unfinanced requirements and new capital that included Voice over Internet Protocol \$200,000 and voting machines \$40,000; School Capital Outlay \$724,000; employee cost of living adjustment or market adjustment 1% increase \$150,000; employee pay for performance evaluation system \$248,000 and additional outside funding requests \$598,000.

Mr. Brown stated that part of his concern and continued challenge was in regards to how the County compensated its employees. He further stated that there were years when the turnover rate was very high, especially when the economy was great. He advised that the School of Government provided a salary survey each year that was used to create a spreadsheet that provided a sample comparison of positions that were very similar among all the counties as follows: Accounts Payable Technician, Elections Director, Public Health Nurse II, Social Worker II, ITS Director, Tax Clerk, Code Enforcement Officer, EMT-Paramedic, Landfill Equipment Operator, Custodian, Groundskeeper, Deputy I, Detention Officer and Animal Control Supervisor. He further advised that the counties chosen were in commuting distance that would allow employees to maintain residence and work outside the County as follows: Bertie, Edgecombe, Franklin, Granville, Hertford, Martin, Nash, Northampton, Vance, Warren, and Wilson. He compared the salaries of the localities with the County and found that the results showed that County's salaries were below average and the percentage ranged from 1% to a high of 36%. He stated that the only position in which the County was competitive was the EMT-Paramedic. He further stated that the County's starting salaries was very low if an employee had very little experience; however, the starting salaries at the other localities were much higher. He advised that he was charged by the Board to increase moral and to lower the turnover rate; however, this was the challenge that the County continued to encounter. He further advised that the information was also provided to show the challenges that department heads encountered regarding employee turnover. He explained that the County had been trying to hire a Health Director for over a year and part of the challenge was in regards to the low starting salary.

Commissioner Manning requested that the County Manager provide an additional spreadsheet using olympic scoring to calculate the same localities, positions, and salaries listed on the current spreadsheet at the next budget meeting. He stated that after calculating a few of the salaries, his calculations and percentages were considerably different than what was currently listed on the spreadsheet and provided examples of his findings. He requested that the County Manager provide a spreadsheet using olympic scoring. He suggested using the same counties and drop the high and low average to provide an accurate percentage. Mr. Brown stated that the spreadsheet was designed to show a simple example of the comparison of salaries for like counties.

Commissioner Johnson requested that the Health Director position be added to the list of positions in order to provide further information regarding the difference salaries. She stated that the Health Board was experiencing difficulties filling that position. She further stated that the salary scale had been a source of discussion for several years and inquired if staff would be updating the scale because the County was losing employees. Mr. Brown stated that the Board should consider implementing a pay study that would cost approximately \$30,000 to \$100,000 based on the extent of the study. He further stated that the classification structure was fine; however, the salaries that were attached to the structure was a challenge. A brief discussion was held regarding the deficiencies of the County's pay scale, the accurate comparison of job descriptions as it relates to the salaries listed on the spreadsheet along with the benefits provided by each locality; and the importance of funding the performance pay plan as a retention tool to retain employees.

Mr. Brown reviewed the departmental unfinanced requirements and new capital in the total amount of \$240,000 as follows: Voice over Internet Protocol phase two \$200,000 and voting machines \$40,000.

Commissioner Smith inquired how well phase one of the Voice over Internet Protocol was working at the Department of Social Services. Mr. Brown responded that to his knowledge it was working well. He stated that staff was interested in changing the security contract with Alpha Security at the Department of Social Services to have an armed security officer that would be a sheriff deputy. He further stated that funds were available in the budget; however, the Board would have to approve the additional sheriff deputy position that would be assigned to the Department of Social Services.

Dia H. Denton, Deputy County Manager, addressed the Board stating that meetings were held with staff from the three school systems and the Halifax Community College to discuss priority needs. She further stated that the requests were reduced to the top priorities that were discussed and coordinated with the superintendents of each school systems and the college president. She stated that the total staff recommended request was in the amount of \$724,000, which was not part of the balanced budget as follows: Roanoke Rapids Graded School District requested \$2,438,600 and \$190,000 was recommended to include Clara Hearne replacement of boiler and window air conditioning units with a HVAC package \$100,000; Roanoke Rapids High School water intrusion phase two \$50,000 and north end of the senior building classroom wall repairs \$40,000. Halifax County Schools requested \$4,756,500 and \$175,000 was recommended for the high school gym HVAC system \$150,000 and athletic fields landscaping and sprinkler system \$25,000. Weldon City Schools requested \$10,873,890 and \$187,500 was recommended to renovate all their school bathrooms. Halifax Community College requested \$478,744 and \$171,500 was recommended for the parking lot lighting upgrades \$20,000; gas piping replacement \$34,000; tree removal \$5,000; replace chillers \$98,500; and commercial lawnmowers \$14,000.

A brief discussion was held regarding the items listed on the staff recommended list and the meeting process used to determine each school system and college priority needs. Commissioner Manning inquired whether the Halifax Community College would be spending its bond money and if any of the capital projects listed could be paid for with bond funds. Commissioner Smith inquired what consisted of the Roanoke Rapids Graded School District classroom wall repairs on the north end of the senior building at Roanoke Rapids High School. Mr. Brown stated that he would research the questions and provide his findings.

Mrs. Denton reviewed the FY 2017-2018 Outside Budget Requests that were included in the budget as follows: Upper Coastal Plain Council of Government \$24,186; North Carolina Association of County Commissioners \$5,968; Institute of Government Dues \$6,422; National Association of Counties \$1,243; Halifax County Intergovernmental Association \$700; Halifax County Harvest Days \$3,000; and North Carolina Forestry Protection Management \$110,000 for a total amount of \$151,519.

Mr. Brown reviewed the FY 2017-2018 Outside Budget Requests that were recommended by staff that were not included in the budget as follows: Beaver Management

\$4,000; Choanoke Area Development Association \$15,000; Choanoke Public Transportation Authority \$17,500; East Carolina Livestock \$2,000; Halifax-Northampton Regional Airport \$40,000; Lake Gaston Weed Control Council \$50,000; Quiz Bowl \$1,000; Recreation Partners Program \$20,000; and Roanoke Valley Rescue Squad \$25,000 for a total amount of \$174,500.

Commissioners Smith and Brewer advised that they would not be available to attend the next Regular Meeting of the Board scheduled for Monday, April 24, 2017 at 5:30 P. M. Chairman Bryant requested the consensus of the Board to reschedule the meeting to Tuesday, April 25, 2017 at 5:30 P. M. It was the consensus of the Board that the next Regular Meeting of the Board would be held on Tuesday, April 25, 2017 at 5:30 P. M.

Before Commissioner Johnson left the meeting to chair the Health Board Meeting, she requested that the recreational programs be consolidated for budgeting purposes to include the Recreation Partners Program, Parks and Recreation Advisory Board, and the Boys and Girls Club.

After a brief discussion was held regarding the FY 2017-2018 Outside Budget Requests the Board recommended the following additions: Eastern Carolina 4-H Livestock Show and Sale \$500; Families Supporting Families \$1,500; Four Rivers \$500; Lake Gaston Weed Control Council \$8,000; Roanoke River Basin \$1,000; and Roanoke Rivers Partners \$500 in the total amount of \$12,000.

Mr. Brown reviewed the summary of different revenue options as follows: Property tax increase \$300,000 per \$.01, per \$100 value; employee furlough days approximately \$41,420 per day .274% salary reduction; across the board salary reductions approximately \$97,000, 1% decrease; employee contribution toward health coverage approximately \$162,000, \$25 per month; departmental expense 2% reduction \$965,990 would consist of a reduction or eliminate six full-time positions; eliminate four part-time positions; five furlough days in the Health Department; reductions in the budget lines for vehicle purchase, maintenance and repairs, equipment, travel, and contracted services; use available Fund Balance reducing percentage from 11.88%, \$5,055,524, to -11%, \$4,679,129; -10%, \$4,253,753; -9% \$3,828,378 and -8%, \$3,403,003. He stated that the amount for employee furlough days seemed low but explained that all of the County's employees were not 100% funded by County dollars. He advised that there were certain employees that had no County dollars contributed; therefore, the amount did not include 560 employees at 100%.

Commissioner Manning stated that he would not recommend the use of furlough days. Commissioner Brewer concurred.

Mr. Brown stated that there were seven options available for the Board's consideration regarding the FY 2017-2018 Budget as follows:

Option One only included Fund Balance. This option would use \$376,395 of the Fund Balance that would reduce the Fund Balance percentage to 11%, \$4,679,129, and additional funds in the amount of \$136,385 would be available to use elsewhere. Option One does fund the following: Halifax County Departmental Unfinanced Capital Requirements in the amount of

\$240,000. Option One does not fund the following: Additional School Capital Funding: Halifax Community College \$171,500; Halifax County Schools \$175,000; Roanoke Rapids Graded School District \$190,000, and Weldon City Schools \$187,500; Employee Competitive Market Adjustment 1%, \$150,000; Employee Step Adjustment \$188,000; Employee Pay for Performance Plan, must add other employee adjustment percentage to this amount if applicable \$248,000; and pending outside requests: staff recommendation \$174,500 and Board of Commissioners additions \$12,000.

Option Two included only Fund Balance. This option would use 801,770 of Fund Balance that would reduce the percentage to 10%, \$4,253,753 and additional funds in the amount of \$77,770 would be available to use elsewhere. Option Two does fund the following: Additional School Capital Funding: Halifax Community College \$171,500; Halifax County Schools \$187,500; Roanoke Rapids Graded School District \$190,000, Weldon City Schools \$187,500. Option Two does not fund the following: Halifax County Departmental Unfinanced Capital Requirements \$240,000; Employee Competitive Market Adjustment 1%, \$150,000; Employee Step Adjustment \$188,000; Employee Pay for Performance Plan, must add other employee adjustment percentage to this amount if applicable, \$248,000; pending outside requests staff recommendation \$174,500 and Board of Commissioners additions \$12,000.

Option Three included only Fund Balance. This option would use \$1,227,146 of Fund Balance that would reduce the percentage to 9%, \$3,828,378, and additional funds in the amount of \$88,646 would be available to use elsewhere. Option Three does fund the following: Additional School Capital Funding: Halifax Community College \$171,500; Halifax County Schools \$175,000; Roanoke Rapids Graded School District \$190,000, Weldon City Schools \$187,500; Halifax County Departmental Unfinanced Capital Requirements \$240,000; and pending outside requests staff recommendation \$174,500. Option Three does not fund the following: Employee Competitive Market Adjustment 1%, \$150,000; Employee Step Adjustment \$188,000; Employee Pay for Performance Plan, must add other employee adjustment percentage to this amount if applicable, \$248,000 and pending outside requests Board of Commissioners additions \$12,000.

Option Four included only Fund Balance. This option would use \$1,652,521 of Fund Balance that would reduce the percentage to 8%, \$3,403,003, and additional funds in the amount of \$26,021 would be available to use elsewhere. Option Four does fund the following: Additional School Capital Funding: Halifax Community College \$171,500; Halifax County Schools \$175,000; Roanoke Rapids Graded School District \$190,000, Weldon City Schools \$187,500; Halifax County Departmental Unfinanced Capital Requirements \$240,000; pending outside requests staff recommendation \$174,500; Employee Competitive Market Adjustment no funding stream attached 2%, \$300,000; and Employee Step Adjustment no funding stream attached \$188,000. Option Four does not fund the following: Employee Pay for Performance Plan, must add other employee adjustment percentage to this amount if applicable, \$248,000 and pending outside requests Board of Commissioners additions \$12,000.

Option Five included the use of Fund Balance and a tax increase. This option would use \$1,227,146 of Fund Balance and a \$0.01 tax increase in the amount of \$300,000 which would reduce the percentage to 9%, \$3,828,378 and additional funds in the amount of \$50,646 would

be available to use elsewhere. Option Five does fund the following: Additional School Capital Funding: Halifax Community College \$171,500; Halifax County Schools \$175,000; Roanoke Rapids Graded School District \$190,000, Weldon City Schools \$187,500; Halifax County Departmental Unfinanced Capital Requirements \$240,000; pending outside requests staff recommendation \$174,500; Employee Competitive Market Adjustment 1%, \$150,000; and Employee Step Adjustment \$188,000. Option Five does not fund Employee Pay for Performance Plan, must add other employee adjustment percentage to this amount if applicable, \$248,000; and pending outside requests Board of Commissioners additions \$12,000.

Option Six included the use of Fund Balance and a tax increase. This option would use \$1,652,521 of Fund Balance and a \$0.005 tax increase in the amount of \$150,000 which would reduce the percentage to 8%, \$3,403,003 and additional funds in the amount of \$111,061 would be available to use elsewhere. Option Six does fund the following: Additional School Capital Funding: Halifax Community College \$171,500; Halifax County Schools \$175,000; Roanoke Rapids Graded School District \$190,000, Weldon City Schools \$187,500. Halifax County Departmental Unfinanced Capital Requirements \$240,000; Pending Outside Requests staff recommendation \$174,500; Employee Competitive Market Adjustment no full funding stream attached 2%, \$300,000; and Employee Pay for Performance Plan 2% added to \$248,000 to match Market Adjustment and no full funding stream attached \$252,960. Option Six does not fund Employee Step Adjustment \$188,000 that would not be needed if employee pay for performance plan was funded; and pending outside requests Board of Commissioners additions \$12,000.

Option Seven included a property tax increase only. This option would use \$1,800,000 a \$0.06 tax increase and additional funds in the amount of \$108,540 would be available to use elsewhere. Option Seven does fund the following: Additional School Capital Funding: Halifax Community College \$171,500; Halifax County Schools \$175,000; Roanoke Rapids Graded School District \$190,000, Weldon City Schools \$187,500. Halifax County Departmental Unfinanced Capital Requirements in the amount of \$240,000; Pending Outside Requests staff recommendation \$174,500; Employee Competitive Market Adjustment 2%, \$300,000; and Employee Pay for Performance Plan 2% added to \$248,000 to match Market Adjustment \$252,960. Option Seven does not fund Employee Step Adjustment \$188,000 which would not be needed if employee pay for performance plan was funded; and pending outside requests Board of Commissioners additions \$12,000.

Mr. Brown recommended Option Six to the Board. He stated that the only other option that he would recommend would be Option Four. He further stated that he received further options from Chairman Bryant. He then reviewed Option Four A and Option Four B.

Option Four A included only Fund Balance. This option would use \$1,865,208 of Fund Balance that would reduce the percentage to 7.5%, \$3,190,315 and additional funds in the amount of \$173,748 would be available to use elsewhere. Option Four A does fund the following: Additional School Capital Funding: Halifax Community College \$171,500; Halifax County Schools \$175,000; Roanoke Rapids Graded School District \$190,000, Weldon City Schools \$187,500; Halifax County Departmental Unfinanced Capital Requirements in the amount of \$240,000; pending outside requests staff recommendation \$174,500; Employee Competitive Market Adjustment no funding stream attached, 2%, \$300,000; and Employee Pay

for Performance Plan must add other employee 2% adjustment: \$248,000 + 2% \$4,960 no funding stream attached. Option Four A does not fund the following: Employee Step Adjustment no funding stream attached \$188,000 and pending outside requests Board of Commissioners additions \$12,000.

Option Four B included only Fund Balance. This option would use \$2,077,896 of Fund Balance that would reduce the percentage to 7%, \$2,977,628 and additional funds in the amount of \$198,436 would be available to use elsewhere. Option Four B does fund the following: Additional School Capital Funding: Halifax Community College \$171,500; Halifax County Schools \$175,000; Roanoke Rapids Graded School District \$190,000, Weldon City Schools \$187,500; Halifax County Departmental Unfinanced Capital Requirements \$240,000 and pending outside requests staff recommendation \$174,500; Employee Competitive Market Adjustment no funding stream attached, 2%, \$300,000; Employee Step Adjustment no funding stream attached \$188,000; and Employee Pay for Performance Plan must add other employee 2% adjustment: \$248,000 + 2% \$4,960 no funding stream attached \$252,960. Option Four B does not fund pending outside requests Board of Commissioners additions \$12,000.

Chairman Bryant stated that he preferred Options Four, Four A, and Four B. Mr. Brown recommended Option 4B because it would provide salary increases for employees. After a brief discussion was held, Chairman Bryant inquired which option the Board would like to consider. It was the consensus of the Board that the County Manager would update the figures for Options Four, Four A, and Four B for discussion at the next meeting.

### **3. Other Business**

Chairman Bryant requested that the Board adopt the following resolution in honor of Ruth Hilliard as follows:

**Resolution  
In Honor of Halifax County's 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; and

**NOW, THEREFORE**, the Board of Commissioners of Halifax County, North Carolina, 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.

**FURTHERMORE**, the Halifax County Board of Commissioners urges citizens to pay special tribute to these very special members of our community and celebrate June 5, 2017 as Ruth Hilliard Day in Halifax County, North Carolina.

This the 17th day of April, 2017.

Commissioner Manning moved to adopt the resolution in honor of Halifax County's Centenarian Ruth Hilliard. Commissioner Smith seconded the motion, which passed unanimously by voice vote.

**4. Closed Session**

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

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

**5. Adjourn until April 25, 2017 Budget Work Session**

Commissioner Brewer moved to adjourn the meeting until the April 25, 2017 Budget Work Session. Commissioner Manning seconded the motion, which passed unanimously by voice vote.

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Vernon J. Bryant, Chairman  
Halifax County Board of Commissioners

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



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

**TO:** Halifax County Board of Commissioners

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

**SUBJECT:** Budget amendments

**DATE:** April 2, 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 4-2-18
- ▢ BA list for 4-2-18

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**TOTAL COST:**\$0

**COUNTY COST:**\$0

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**REQUEST:** Approve presented Budget Amendments

1	<b>Health - PITCH Grant</b> - Reduce budget to balance with actual State funding	\$ 3,000.00
2	<b>DSS</b> - Adjust funding to actual for authorization #9 under Project Energy Share	226.00
3	<b>DSS</b> - Set up budget for new program: Safe Kids Grant	650.00
4	<b>Klausner Lumber Two Project</b> - Carry forward FY 16-17 balances into FY 17-18	12,298,617.00

Approved: April 2, 2018

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Vernon J. Bryant  
Chairman

## BUDGET AMENDMENT

Account Number / Name	Debit (Expense Increase) (Revenue Decrease)	Credit (Expense Decrease) (Revenue Increase)	Explanation
1244556-433227 PITCH Grant	3,000.00		HCHD-STATE-Did not receive funding for current FY (17-18).
1246115-529200 PITCH Program Specific		2,000.00	
1246115-53100 PITCH Travel		1,000.00	
<b>TOTALS</b>	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

*Bruce Robinson*

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

\_\_\_\_\_  
Date

*3/20/18*

\_\_\_\_\_  
County Manager or  
Deputy County Manager or  
County Commissioner Chairman

\_\_\_\_\_  
Date



## BUDGET AMENDMENT

Account Number / Name	Debit (Expense Increase) (Revenue Decrease)	Credit (Expense Decrease) (Revenue Increase)	Explanation
125-4563-4210-55 Safe Kids		650.00	
			DSS
125-6463-5441-11 Safe Kids Grant	650.00		Appropriate revenue to appropriate line to fund grant expenditures
<b>TOTALS</b>	650.00	650.00	

- \* 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

3/15/2018  
 Date

  
 Department / Agency Head

3/15/2018  
 Date

  
 County Manager or  
 Deputy County Manager or  
 County Commissioner Chairman

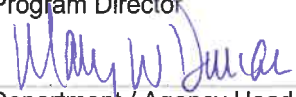
Date  
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## BUDGET AMENDMENT

Account Number / Name	Debit	Credit	Explanation
485-7162-5370-00 Advertising	301.25		KLAUSNER LUMBER TWO PROJECT
485-7162-5410-00 Permits & Fees	16,358.75		CARRY FORWARD FY16-17 BUDGET FOR KL2 PROJECT
485-7162-5412-09 Contingency	188,273.00		
485-7163-5414-63 KL2 Site Strm Drainage	1,524,470.00		
485-7164-5414-77 KL2 Haymes Brth PTA-1	630,000.00		
485-7165-5414-78 KL2 Haymes Brth PTA-2	4,314,190.26		
485-7166-5414-54 C&Admin-Access Rd	21,640.00		
485-7166-5414-55 Acc Rd/Trn Ln Const	1,024,870.74		
485-7167-5412-52 Const Admin	250,352.94		
			pg 1 of 5

- \* 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
	3-19-18
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
485-7167-5414-51 Site Preparation	145,000.00		KLAUSNER LUMBER TWO PROJECT
485-7167-5414-62 Site Grd/Geotechnical	184,610.06		CARRY FORWARD FY16-17 BUDGET FOR KL2 PROJECT
485-7167-5414-82 Design/Geotechnical	45,000.00		
485-7168-5412-09 Contingency	122,307.75		
485-7168-5412-18 Geotechnical Invest	50,700.25		
485-7168-5414-79 KL2 Rail Spur Construction	2,669,727.50		
485-7168-5414-80 KL2 Rail Spur Eng Design	124,335.00		
485-7168-5414-81 EDA Grant Admin	25,000.00		
485-7168-5414-87 Const Admin & Inspections	182,809.50		
			pg 2 of 5

- \* 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	Credit	Explanation
485-7168-5499-44 Administration Fees	120.00		KLAUSNER LUMBER TWO PROJECT
485-7169-5414-33 Design	36,100.00		CARRY FORWARD FY16-17 BUDGET FOR KL2 PROJECT
485-7169-5414-84 Permitting	8,520.00		
485-7169-5414-87 Const Admin & Inspections	46,970.00		
485-7169-5414-88 Const of Sewer Imprvmts	505,200.00		
485-7172-5412-09 Contingency	15,210.00		
485-7172-5412-14 Construction	152,100.00		
485-7172-5412-52 Const Admin	2,500.00		
485-7172-5412-53 Const Observation	11,950.00		
			pg 3 of 5

- \* 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	Credit	Explanation
485-4757-4496-03 NC State DOT		950,000.00	KLAUSNER LUMBER TWO PROJECT
485-4757-4986-03 T/F from General Fund		6,075,187.00	CARRY FORWARD FY16-17 BUDGET FOR KL2 PROJECT
485-4758-4838-35 KL2 Part B Pass Thru		1,524,470.00	
485-4762-4260-15 NC Rural Econ Dev		500,000.00	
485-4762-4260-42 NCDOT-CDBG Ec Dev Fd		1,000,000.00	
485-4762-4260-55 US Dept of Commerce		1,400,000.00	
485-4762-4260-71 NCDOT Rail Access Fund		250,000.00	
485-4762-4986-03 T/F from General Fund		25,000.00	
485-4764-4260-15 NC Rural Econ Dev		372,000.00	
			pg 4 of 5

- \* 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	Credit	Explanation
485-4764-4260-41 NCDOC-Ind Dev Fund		201,960.00	KLAUSNER LUMBER TWO PROJECT
			CARRY FORWARD FY16-17 BUDGET FOR KL2 PROJECT
	12,298,617.00	12,298,617.00	pg 5 of 5

- \* 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



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

**TO:** Halifax County Board of Commissioners

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

**SUBJECT:** Property Tax Refunds & Releases - March 2018

**DATE:** April 2, 2018 Regular Meeting

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**SUPPORTING INFORMATION:**

**Gladys A. Vassor: c/o Halifax County Tax Dept., PO Box 68, Halifax NC 27839**

*Parcel 1202969: Solid Waste Fees double-billed (return refund to Tax Department to apply to 2016 and 2017 taxes)*

2012	SWF	\$165.53
2013	SWF	\$162.32
2014	SWF	\$161.32
2015	SWF	\$164.82

**TOTAL: \$653.99**

**ATTACHMENTS:**

Description

No Attachments Available

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**TOTAL COST:**

**COUNTY COST:**

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**REQUEST:** Approve the March 2018 property tax refunds & releases.

The releases report will be provided after the month-end process 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:** Michael Pittman

**SUBJECT:** JCPC Operation Restart Grant Application

**DATE:** April 2, 2018 Regular Meeting

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**SUPPORTING INFORMATION:**

The Halifax County JCPC will be requesting grant applications for program funding for fiscal year 2018-2019. Operation Restart has been in existence for 28 years here in Halifax County funded by JCPC. These funds will be used to support community service and interpersonal skill programs for at risk students and referred youth. Michael Pittman of Operation Restart will be available to answer any questions should you have any. \* In Kind 10% match covered by office space.

**ATTACHMENTS:**

Description

▯ JCPC Grant Application

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**TOTAL COST:**\$180,288

**COUNTY COST:**0

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**REQUEST:** Request is for the commissioners to authorize the grant submission, accept funds if awarded, and have the appropriate staff execute the documents. The application is due March 23, 2018.



# North Carolina Department of Public Safety

## JCPC Program - Program Application

SECTION I A	SPONSORING AGENCY AND PROGRAM INFORMATION		
<b>FUNDING PERIOD:</b>	FY 18-19	<b>DPS/JCPC FUNDING # (cont only)</b>	842-XXXX
<b>COUNTY:</b>	Halifax	<b>AREA:</b>	Eastern Area
<b>Multi-County:</b>	No	<b>Multi-Components</b>	Yes
<b>NAME OF PROGRAM:</b>		Operation Restart	

<b>SPONSORING AGENCY:</b>	Halifax County Cooperative Extension		
<b>SPONSORING AGENCY PHYSICAL ADDRESS:</b>	359 Ferrell Lane Halifax NC 27839		
<b>SPONSORING AGENCY MAILING ADDRESS:</b>	PO Box 37 Halifax NC 27839		
<b>TYPE:</b>	Public	<b>FEDERAL ID #</b>	56-6001836

COMPONENT ID #	NAME OF PROGRAM COMPONENT	PROGRAM TYPE	TOTAL COST OF EACH COMPONENT
21888	Operation Restart/Interpersonal Skill	Interpersonal Skill Building	\$ 114,833
21889	Operation Restart/Restitution/Community Service	Restitution/Community Service	\$ 83,484
<b>Total cost of components:</b>			\$ 198,317

### Program Manager Name & Address *(same person on signature page)*

<b>Name:</b>	Michael Pittman	<b>Title:</b>	Program Director		
<b>Mailing Address:</b>	PO Box 37	<b>City:</b>	Halifax	<b>Zip:</b>	27839
<b>Phone:</b>	(252) 583-3684	<b>Fax:</b>	(252) 583-1683	<b>E-mail:</b>	michael_pittman@ncsu.edu

### Contact Person *(if different from program manager)*

<b>Name:</b>	Michael Pittman	<b>Title:</b>	Program Director		
<b>Mailing Address:</b>	PO Box 37	<b>City:</b>	Halifax	<b>Zip:</b>	27839
<b>Phone:</b>	(252) 583-3684	<b>Fax:</b>	(252) 583-1683	<b>E-mail:</b>	michael_pittman@ncsu.edu

### Program Fiscal Officer *(cannot be program manager)*

<b>Name:</b>	Mary Duncan	<b>Title:</b>	County Finance Director		
<b>Mailing Address:</b>	PO Box 38	<b>City:</b>	Halifax	<b>Zip:</b>	27839
<b>Phone:</b>	(252) 583-3771	<b>Fax:</b>		<b>E-mail:</b>	duncanm@halifaxnc.com

SECTION I B	PROGRAM COMPONENT DESCRIPTION
COMPONENT ID #	COMPONENT INFORMATION
21888	<p><b>NAME OF COMPONENT:</b> Operation Restart/Interpersonal Skill</p> <p><b>BRIEF DESCRIPTION:</b> Operation Restart Program is designed to provide interpersonal skill building. Through the Cooperative Learning Model, Operation Restart will help teach positive human relationships, multiple intelligent systems, positive independence, and individual accountability. Through the model, the program will provide structured activities that teach positive working relationships, how to set and reach clear learning and behavioral goals, and strategies to help youth complete tasks.</p>

COMPONENT ID #	COMPONENT INFORMATION
21889	<p><b>NAME OF COMPONENT:</b> Operation Restart/Restitution/Community Service</p> <p><b>BRIEF DESCRIPTION:</b> Operation Restart Restitution Program is designed to provide opportunities for juveniles to be held accountable for their actions to the community and their victims through performing supervised community service work and or monetary payment within the timeline stipulated in the court orders or diversion contracts.</p>

<b>SECTION II</b>		<b>COMPONENT STATISTICAL INFORMATION</b>			
Multi-Components Yes					
<b>Component Service Statistics</b>		<b>PROGRAM COMPONENT INFORMATION - APPLICATION YEAR</b>			
<b>Component Name:</b> Operation Restart/Interpersonal Skill					<b>Component ID #</b> 21888
<b>What is this component's maximum client capacity at any given time?</b>					75
Frequency of client contact per month:	8		Anticipated Average Length of Stay:	365	Days
Total Component Cost:	\$114,833	÷ by	Estimated # to be served during funding period:	75	
<b>Estimated Average Cost Per Youth:</b>			\$1,531		
Applies to continuation programs only.	Actual number of youth admitted FY 16-17:			45	
	45	Number of admissions Juvenile Justice Referred		100% of total admissions	
	0	Number of admissions Law Enforcement Referred		0% of total admissions	
	0	Number of admissions District Court Referred		0% of total admissions	

SECTION III	COMPONENT SUMMARY
<b>NAME OF COMPONENT:</b>	Operation Restart/Interpersonal Skill
<p><b>1. Statement of the Problem:</b> <i>In concise terminology, describe how the program will address continuum need(s) in the county.</i></p> <p>Operation Restart had 86 youth involved in the Interpersonal Skills program. Operation Restart proposes to introduce and equip our youth to make responsible decisions, manage their anger and develop social skills that society demands. Absence of positive role models, lack of positive self-esteem, lack of respect for authority and the inability to accept discipline, lack of self control, need for instant gratification and negative influence of peers.</p>	
<p><b>2. Target Population:</b> <i>Describe the target population, including age, and the steps taken to insure that the target population is served.</i></p> <p>The populations we are supposed to serve are Halifax County youth ages 7 - 17 referred by North Carolina Department of Public Safety Adult Correction and Juvenile Justice. They include juveniles on probation, juveniles that have completed their probation period, undisciplined youth diverted at intake, or the discretion of the Intake Counselor, will serve youth academy returnees (Halifax County - Aftercare)</p>	
<p><b>3. Program Goal(s):</b> <i>Provide a brief statement to describe the overall purpose of the program.</i></p> <p>In order to reduce court involvement and reduce youth recidivism, we propose to offer the following interpersonal skills curriculum offered through a variety of classes on a weekly basis: critical thinking skills, decision making, getting along with peers, personal conflict management, employability skills, addressing the challenges of life, family management and family conflict, including to but not limited to the following: building self-esteem in children, nutrition and exercise, health and hygiene, and successful transition into the community.</p>	
<p><b>4. Measurable Objective(s):</b> <i>State in measurable terms (%) the intended effect of the program on specific undisciplined and/or delinquent behaviors. Example: anticipated reductions in court referrals, runaway behavior, disruptive behavior at school, anticipated improved school attendance and academic achievement. These objectives must include impact on participants.</i></p> <p>70% Clients successfully/satisfactorily completing the program will have no new adjudications in the 12 months following completion.</p> <p>70% Clients will successfully or satisfactorily complete services as intended by the program design/service plan.</p> <p>70% Clients successfully/satisfactorily completing the program will have no new complaints in the 12 months following completion.</p> <p>70% Clients will have no new complaints with an offense date after the admission date.</p> <p>70% Clients will reduce specific problem behaviors presented at referral and targeted in the individual service plan.</p> <p>70% Clients will demonstrate improvement in targeted skills identified in the individual service plan.</p> <p>70% Clients will have no new adjudications for a complaint with an offense date after the admission date.</p>	
<p><b>5. Elevated Risks and Needs:</b> <i>Describe how you will address one or more of the Elevated Risk and Needs of adjudicated juveniles listed in the local JCPC Request for Proposal.</i></p> <p>There are significant peer problems with youth in general and even more significant problems of adjudicated youth. One of the programs developed to address peer pressure is weekly youth rap sessions which allow youth to discuss openly among peers the pressures to conform regarding substance abuse, teen pregnancy, and criminal behavior. By</p>	

SECTION III	COMPONENT SUMMARY
<b>NAME OF COMPONENT:</b>	Operation Restart/Interpersonal Skill
<p>allowing the youth to express their concerns in a safe environment we find that they have the ability, with the support of adult leaders, to determine their own productive solutions.</p>	

SECTION IV	COMPONENT NARRATIVE (attach for each component)
<b>NAME OF COMPONENT:</b>	Operation Restart/Interpersonal Skill
<p><b>1. Location:</b> <i>List physical address(es) and describe where program services are delivered.</i></p> <p>The main address for Operation Restart/Restitution Program will be held at the Halifax County Agriculture Center/ Cooperative Extension 359 Ferrell Lane, Halifax, NC 27839.</p>	
<p><b>2. Operation:</b> <i>Describe the daily/weekly schedule of program operation.</i></p> <p>Clients participate in after-school programs for tutoring and enrichment. Special weekend activities are planned two Saturdays per month. Interpersonal skill activities are planned twice per month to teach good citizenship. Parent's curriculum focuses on good social skills, consistency and appropriate behavior management. Life skills and employability skills are offered to strengthen children and families. Interpersonal skills will be delivered daily during after-school classroom sessions. Cognitive skills and anger management will be provided once per week. Clients are transported to group sessions and recreational activities.</p> <p>Daily activities consist of after-school sessions for enrichment and tutoring. Checking with teachers, parents and community leaders on the follow up of clients that are based within these settings. There are special weekends and activities planned.</p> <p>Times are Tuesdays, Wednesdays, and Thursdays from 3pm - 7pm and the first and third Saturday of each month.</p>	
<p><b>3. Staff Positions:</b> <i>Describe paid or volunteer position qualifications, (certifications, degrees, work experience) and position(s) responsibilities relative to this component.</i></p> <p>The program employs:</p> <p>Director (BA Degree) is responsible for not only direct services to clients and families, but also supervising Program Coordinator</p> <p>Program Coordinator - (Full time BA Degree; part time Assistant (13-15 hrs) work experience and high school graduate).</p> <p>Full time Program Coordinator responsibilities include but are not limited to overseeing client files, providing transportation assistance, schedule work sites for clients, recruit new work sites and volunteer supervisors for group activities, and any other specifics given by the direction of the Program Director.</p> <p>Part time Program Assistant responsibilities include but are not limited to assisting the Program Coordinator with supervision, monitoring and transportation of juvenile referrals.</p>	
<p><b>4. Service Type SPEP:</b> <i>Describe implementation to include:</i></p> <p>Primary Service: Social Skills Training; Secondary Service: None</p>	
<p><b>5. Admission Process:</b> <i>Describe the specific referral, screening, admission process (including timeline), the staff responsible for making decisions about admissions and reasons why a referral may not be accepted.</i></p> <p>All referrals shall be screened by our Juvenile Chief Court Counselor and Juvenile Intake Counselor and then processed to the program as a written referral. The family will be given in-depth information on program guidelines and the structure that will be available to help complete the ordered obligations from the court through an individual</p>	

SECTION IV	COMPONENT NARRATIVE (attach for each component)
<b>NAME OF COMPONENT:</b>	Operation Restart/Interpersonal Skill
<p>service plan. The youth will be given an opportunity to pick from a list of work sites available to them in their community and receive a calendar of scheduled group activities available for the month. The staff will be available on the 1st and 3rd Thursdays of the month in an effort to expedite screening.</p>	
<p><b>6. Termination Process:</b> <i>Describe the termination process to include the staff responsible for making decisions and the criteria for a successful termination, satisfactory termination, unsuccessful completion and non-compliant termination.</i></p> <p>Termination will be granted once the youth has completed obligations ordered by Juvenile Services and the courts. The youth, along with parents/guardian will receive information regarding the status of completion. This information will also be forwarded to the Juvenile Court Counselors. Youth that are not successful or complete the program with an unsatisfactory termination usually have not followed the rules and regulations set forth in the program.</p> <p><i>How is the referring agency involved with the termination process?</i></p> <p>Termination will be granted once the youth has completed his/her obligation ordered by Juvenile Services and the Courts. The youth along, with the parent/guardian, will receive information regarding the status of completion. This information will also be forwarded to Juvenile Court Counselors.</p>	
<p><b>7. Referring Agency Interaction:</b> <i>Describe the interaction with juvenile court counselors and/or other referring agencies including how client progress will be communicated.</i></p> <p>There will be daily, weekly and monthly communication with the referring agency to ensure their clients are being serviced to their expectations. Juvenile Court Counselors will be given written documentation on a monthly basis that will reflect the client's progress in the program. All counselors will be informed of any incidents that occur with their clients as they arise. Juvenile Court Counselors will have access to any information maintained in the client's file as it relates to their particular case.</p>	
<p><b>8. Intervention/Treatment:</b> <i>Describe specifically what the component will do to redirect inappropriate youth behavior or how the component will address the identified needs of the youth and family. What interventions will typically be utilized in this component and how will parents/guardians be involved?</i></p> <p>In the few instances where inappropriate behavior must be redirected, we use the interpersonal skill building sessions to discuss and evaluate their behavior. Participants are usually able to identify their own inappropriate behaviors and develop an agreed upon method of corrective action. Corrective action can include voluntary community work service, participation may be prohibited from attending group outings, and when necessary, the final result may be referral to the assigned Juvenile Court Counselor. Parents' curriculum focuses on good social skills, consistency, and appropriate behavior management. Parenting classes will be held at least 4 times a month with 1 hour per setting. Daily activities for students consist of after-school sessions for enrichment and tutoring. Checking with teachers, parents/legal guardians, and community leaders on the follow up of clients is based within these settings. There are special weekends and activities planned.</p>	
<p><b>9. Best Practice Model:</b> <i>Describe what model or evidence-supported/best practice the program is based upon.</i></p> <p>The program will utilize the Kagan Cooperative Learning Model. The Kagan Cooperative Learning Model is a structured facilitated and monitored training model that teaches youth in smaller group settings. This model provides structured activities that teaches positive working relationships, how to set and reach clear learning and behavioral goals and strategies used for staying on task. The Cooperative Learning Model teaches positive human relationships,</p>	

SECTION IV	COMPONENT NARRATIVE (attach for each component)
<b>NAME OF COMPONENT:</b>	Operation Restart/Interpersonal Skill
multiple intelligent systems, positive independence, individual accountability, and simultaneous interaction.	

<b>SECTION II</b>		<b>COMPONENT STATISTICAL INFORMATION</b>			
Multi-Components Yes					
<b>Component Service Statistics</b>		<b>PROGRAM COMPONENT INFORMATION - APPLICATION YEAR</b>			
<b>Component Name:</b> Operation Restart/Restitution/Community Service					<b>Component ID #</b> 21889
<b>What is this component's maximum client capacity at any given time?</b>					37
Frequency of client contact per month:	8		Anticipated Average Length of Stay:	180	Days
Total Component Cost:	\$83,484	÷ by	Estimated # to be served during funding period:	85	
<b>Estimated Average Cost Per Youth:</b>			\$982		
Applies to continuation programs only.	Actual number of youth admitted FY 16-17:			59	
	59	Number of admissions Juvenile Justice Referred		100% of total admissions	
	0	Number of admissions Law Enforcement Referred		0% of total admissions	
	0	Number of admissions District Court Referred		0% of total admissions	

SECTION III	COMPONENT SUMMARY
<b>NAME OF COMPONENT:</b>	Operation Restart/Restitution/Community Service
<p><b>1. Statement of the Problem:</b> <i>In concise terminology, describe how the program will address continuum need(s) in the county.</i></p> <p>Operation Restart had 69 youth involved in the Community Service/Restitution Program. Operation Restart/Community Service/Restitution programs proposes to introduce and equip our youth with the ability to make responsible decisions, manage their anger and develop social skills that society demands. As they work to pay back restitution through community service, they will develop a positive attitude, develop self control and respect for themselves and authority. Absence of positive role models, lack of positive self-esteem, lack of respect for authority and the inability to accept discipline, lack of self control, need for instant gratification and negative influence of peers are just a few of the elements that plague our youth.</p>	
<p><b>2. Target Population:</b> <i>Describe the target population, including age, and the steps taken to insure that the target population is served.</i></p> <p>1) Youth from 9 - 17 years of age  2) Adjudicated delinquent-insured by court order and Juvenile Court Counselor  3) Diverted at intake - insured by referral from Juvenile Services Intake Counselor</p>	
<p><b>3. Program Goal(s):</b> <i>Provide a brief statement to describe the overall purpose of the program.</i></p> <p>Volunteer work supervisors will provide positive role models, clear and concise instructions, support and positive feedback, and evaluation for those involved in Restitution/Community Service. As a result, the youth will gain a sense of responsibility for wrong doing, a sense of contribution to the community, an understanding of the victim's perspective and a better image of self and self-control. The client will make a significant contribution to the community and if ordered, repay the victim for losses impacted from their negative involvement in criminal activity.</p>	
<p><b>4. Measurable Objective(s):</b> <i>State in measurable terms (%) the intended effect of the program on specific undisciplined and/or delinquent behaviors. Example: anticipated reductions in court referrals, runaway behavior, disruptive behavior at school, anticipated improved school attendance and academic achievement. These objectives must include impact on participants.</i></p> <p>70% Clients successfully/satisfactorily completing the program will have no new complaints in the 12 months following completion.  70% Clients will successfully or satisfactorily complete services as intended by the program design/service plan.  70% Clients will complete restitution or community service within the timeframe permitted by JCPC policy.  70% Clients will have no new complaints with an offense date after the admission date.  80% Clients will demonstrate accountability by actively participating in restitution/community service activities.  70% Clients successfully/satisfactorily completing the program will have no new adjudications in the 12 months following completion.  70% Clients will have no new adjudications for a complaint with an offense date after the admission date.</p>	
<p><b>5. Elevated Risks and Needs:</b> <i>Describe how you will address one or more of the Elevated Risk and Needs of adjudicated juveniles listed in the local JCPC Request for Proposal.</i></p> <p>There are significant peer pressure problems with youth in general and even more significant problems of adjudicated</p>	

SECTION III	COMPONENT SUMMARY
<b>NAME OF COMPONENT:</b>	Operation Restart/Restitution/Community Service
<p>youth. One of the actions of the restitution component that will help address the peer pressure will be the group activities in which the youth will be involved. Working together as a team will promote good social behavior, good decision making, and the ability to be led by others. The available agency work sites in the community can be a venue to help promote this, having a positive role model in their lives also. We can also provide a leadership program for those youth who successfully complete the program.</p>	

SECTION IV	COMPONENT NARRATIVE (attach for each component)
<b>NAME OF COMPONENT:</b>	Operation Restart/Restitution/Community Service
<p><b>1. Location:</b> <i>List physical address(es) and describe where program services are delivered.</i></p> <p>The main location for the Operation Restart/Community Service/Restitution Program will be in the Halifax County Agricultural Center - Cooperative Extension, (359 Ferrell Lane, Halifax, NC 27839). The various activities will be performed throughout the communities of Halifax County. The youth will be given the opportunity to service public or nonprofit organizations that are age appropriate for restitution/community service referrals.</p>	
<p><b>2. Operation:</b> <i>Describe the daily/weekly schedule of program operation.</i></p> <p>The various activities will be performed throughout the communities of Halifax County. The youth will be given the opportunity to service public and nonprofit organizations that are age appropriate for restitution/community service referrals. Work sites that are established and willing to accept our at-risk population will be the venue to place the youth back in his/her community. During the summer the youth will work Monday through Thursday 8am - 4pm. During the school semester the youth will work Tuesday through Thursday 3pm - 6pm and 2 Saturdays out of each month 8am - 3pm.</p>	
<p><b>3. Staff Positions:</b> <i>Describe paid or volunteer position qualifications, (certifications, degrees, work experience) and position(s) responsibilities relative to this component.</i></p> <p>The program employs:</p> <p>Director (BA Degree) who is responsible for not only direct services to the clients and families, but also supervising program assistants, and the Program Coordinator</p> <p>Program Coordinator (full-time BA Degree; responsibilities include but are not limited to: overseeing client files, providing transportation assistance, schedule work sites for clients, recruit new work sites and volunteer supervisors for group activities, and any other specifics given by the direction of the Program Director.</p> <p>Part time assistant (13 - 15 hrs) work experience and high school graduate. Part-time Program Assistant responsibilities include but are not limited to assisting Program Coordinator with supervision, monitoring and transportation of juvenile referrals.</p>	
<p><b>4. Service Type SPEP:</b> <i>Describe implementation to include:</i></p> <p>Primary Service: Restitution / Community Service; Secondary Service: None</p>	
<p><b>5. Admission Process:</b> <i>Describe the specific referral, screening, admission process (including timeline), the staff responsible for making decisions about admissions and reasons why a referral may not be accepted.</i></p> <p>All referrals shall be screened by our Juvenile Chief Court Counselor and Juveniles Intake Counselor then processed to the program as a written referral. The family will be given in-depth information on program guidelines and the structure that will be available to help complete the ordered obligations from the court through an individual service plan. The youth will be given an opportunity to pick from a list of work sites available to them in their community and receive a calendar of scheduled group activities available fro the month. The staff will be available on the 1st and 3rd Thursdays of the month in an effort to expedite screening.</p>	

SECTION IV	COMPONENT NARRATIVE (attach for each component)
<b>NAME OF COMPONENT:</b>	Operation Restart/Restitution/Community Service
	<p><b>6. Termination Process:</b> <i>Describe the termination process to include the staff responsible for making decisions and the criteria for a successful termination, satisfactory termination, unsuccessful completion and non-compliant termination.</i></p> <p>Termination will be granted once the youth has completed the obligations ordered by Juvenile Services and the courts. The youth, along with the parents/guardian, will receive information regarding the status of completion. This information will also be forwarded to the Juvenile Court Counselors. Youth that are not successful or complete with an unsatisfactory termination normally have not followed the rules and regulations outlined by the program.</p> <p><i>How is the referring agency involved with the termination process?</i></p> <p>Termination will be granted once the youth has completed his/her obligation ordered by Juvenile Services and the courts. The youth, along with the parent(s)/guardian(s) will receive information regarding the status of completion. This information will also be forwarded to the Juvenile Court Counselors.</p>
	<p><b>7. Referring Agency Interaction:</b> <i>Describe the interaction with juvenile court counselors and/or other referring agencies including how client progress will be communicated.</i></p> <p>There will be daily, weekly, and monthly communication with the referring agency to ensure their clients are being serviced to their expectations. Juvenile Court Counselors will be given written documentations on a monthly basis that will reflect clients' progress in the program. All counselors will be informed of any incidents that occur with their clients as they arise. Juvenile Court Counselors will have access to any information maintained in the clients' file as it relates to their particular case.</p>
	<p><b>8. Intervention/Treatment:</b> <i>Describe specifically what the component will do to redirect inappropriate youth behavior or how the component will address the identified needs of the youth and family. What interventions will typically be utilized in this component and how will parents/guardians be involved?</i></p> <p>This program will provide the juvenile with an understanding of the consequences of actions by requiring the juvenile to sacrifice personal time to perform a service to the community in order to help make amends for the wrong they have done to the community through their delinquent acts. Juveniles will be exposed to positive role models in the form of work site supervisors in the community who can also begin to model appropriate work, interpersonal and communication skills to assist the juveniles in beginning to become a more productive citizens. Parents are required to participate in the intake process and learn the expectations of the program along with the juvenile.</p>
	<p><b>9. Best Practice Model:</b> <i>Describe what model or evidence-supported/best practice the program is based upon.</i></p> <p>Restitution is defined by SPEP as an effective program for juvenile delinquents. Operation Restart will use restitution and community service for both adjudicated and diverted juveniles. It is a required sanction in the dispositional chart for both Level I and Level II juveniles.</p> <p>In addition to performing uncompensated work, participants are provided close case supervision and mentoring on the part of the coordinator and volunteer worksite supervisors who model appropriate work ethic and skills necessary to employability</p>

SECTION V	Terms of Agreement
<p><b>This section of the JCPC Program Application will ONLY be completed if approved for funding and will be included in the required JCPC Program Agreement document for completion.</b></p> <p>This Agreement is entered into by and between Department of Public Safety, (<i>hereinafter referred to as the DPS</i>), and County, (<i>hereinafter referred to as the County</i>), the County's Juvenile Crime Prevention Council (<i>hereinafter referred to as the JCPC</i>) and (<i>hereinafter referred to as the Sponsoring Agency</i>).</p> <p>The DPS, the County, the JCPC and the Sponsoring Agency do mutually agree as follows:</p>	
<p><b>Term of Agreement</b></p> <p>This Agreement shall become effective _____ and shall terminate _____.</p>	
<p><b>Payment to Sponsoring Agency</b></p> <p>All parties agree that services will be delivered as described in the approved JCPC Program Agreement and that JCPC funds will be disbursed in an amount not to exceed the amount \$_____ for the term of this agreement, unless amended by an approved JCPC Program Agreement Revision.</p>	
<p><b>Availability of Funds:</b></p> <p>All parties to this Agreement agree and understand that the payment of the sums specified in this JCPC Program Agreement budget is dependent and contingent upon and subject to the appropriation, allocation, and availability of funds for this purpose to the DPS.</p>	
<p><b>Responsibilities of the Parties</b></p> <p>DPS shall:</p> <ol style="list-style-type: none"> <li>1. Disburse funds monthly to County Governments, for payment to the Sponsoring Agency, from the Juvenile Crime Prevention Council (JCPC) fund appropriation by the General Assembly;</li> <li>2. Reserve the right to suspend payment to the County for any non-compliance by the Sponsoring Agency with any reporting requirements set forth in the JCPC Policy and Procedures;</li> <li>3. Notify in writing the County and Sponsoring Agency immediately if payments are suspended and again once payments resume;</li> <li>4. Pay only for work as described in the JCPC Program Agreement provided by the Sponsoring Agency and approved subcontractors;</li> <li>5. Provide technical assistance, orientation and training to the Sponsoring Agency, the County and the JCPC;</li> <li>6. Monitor Sponsoring Agency's JCPC funded program(s) in accordance with JCPC Policy 3. Operations: Program Oversight and Monitoring; and</li> <li>7. Notify parties entering into this Agreement of all due dates in a timely manner in order for reports to be submitted by the established due date.</li> </ol>	

The Sponsoring Agency shall:

1. Comply with all laws, ordinances, codes, rules, regulations, and licensing requirements that are applicable to the conduct of its business, including those of Federal, State, and local agencies having jurisdiction and/or authority;
2. Comply with all Federal and State laws relating to equal employment opportunity;
3. Keep as confidential and not divulge or make available to any individual or organization without the prior written approval of the DPS any information, data, instruments, documents, studies or reports given to or prepared or assembled by the Sponsoring Agency under this Agreement;
4. Acknowledge that in receiving, storing, processing or otherwise dealing with any confidential information it will safeguard and not further disclose the information except as otherwise provided in this Agreement;
5. Comply with the Juvenile Crime Prevention Policy and Procedures established by the DPS and the North Carolina Administrative Procedures;
6. Secure local match as required, pursuant to 14B NCAC 11B.0105, for the approved JCPC funds;
7. Create and adopt individualized guidelines specific to the funded program, while also adhering to JCPC Policy and Procedures established by DPS for all JCPC funded programs and for the specific program type for which they receive funding;
8. Ensure that state funds received are spent in accordance with the approved JCPC Program Agreement and be accountable for the legal and appropriate expenditure of those state funds;
9. Maintain reports, records, and other information to properly document services rendered and outcomes; also maintain an ability to send and receive electronic communication;
10. Have the capacity to use DPS electronic, internet-based system for tracking clients served;
11. Use generally accepted accounting procedures that guarantee the integrity of the expenditure of JCPC funds, maintain reports, records, and other information to properly account for the expenditure of all State funds provided to the Sponsoring Agency;
12. Receive from the North Carolina Division of Revenue a refund of all sales and use taxes paid by them in the performance of the JCPC Program Agreement, pursuant to N.C.G.S. §105-164.14(c); and exclude all refundable sales and use taxes from all reportable expenditures before the expenses are entered in their reimbursement reports;
13. Submit JCPC Program Agreement Revisions, Third Quarter Accounting, Final Accounting and annual detailed check ledgers to the JCPC. These reports must be in accordance with the submission process as outlined in the JCPC Policy and Procedures established by DPS and with the due dates established by DPS;
14. Make personnel, reports, records and other information available to DPS, the County, the JCPC, and/or the State Auditor for oversight, monitoring and evaluation purposes;
15. Submit any other information requested by the JCPC, County or DPS;
16. Be responsible for the performance of all subcontractors as described in the JCPC Program Agreement;
17. Indemnifies and holds harmless DPS, the State of North Carolina, the County and any of their officers, agents and employees, from any claims of third parties arising out of any act or omission of the Sponsoring Agency in connection with the performance of the JCPC Program Agreement;
18. Receive permission and budgetary approval from DPS prior to using the JCPC Program Agreement as a part of any news release or commercial advertising and acknowledge DPS funding in partnership with the County;
19. Comply with DPS trainings and requirements regarding the United States Department of Justice national standards to prevent, detect, and respond to prison rape under the Prison Rape Elimination Act (PREA);

*Reference: 14B; Chapter 11; Subchapter B, and in compliance with JCPC Policy 2: Operations: Program Operational Requirements*

#### **Sponsoring Agency Contractor(s)/Subcontractors**

- ☐ Yes, subcontractors are included in the JCPC Program Agreement budget.  
No, subcontractors are not included in the JCPC Program Agreement budget.

If yes, the following only applies when subcontractors are providing services as described in the JCPC Program Agreement (listed in Line Item 190 of the budget).

20. Receive prior approval from DPS in the form of an unsigned contract being submitted with the JCPC Program Agreement if any of the services described in the JCPC Program Agreement are provided by a subcontractor; *NOTE: Contracts signed by all parties must be submitted once the JCPC Program Agreement receives signed approval from DPS. Sponsoring Agencies will be notified requesting this information.*

21. Hold any contractor or subcontractor to which the Sponsoring Agency provides State funds accountable for the legal and appropriate expenditure of State funds, and to all applicable laws and Juvenile Crime Prevention Council Policies and Procedures;

22. Ensure that all subcontractors provide all information necessary to comply with the standards set forth in the JCPC Program Agreement; and

23. Be deemed an independent contractor in the performance of services described in the JCPC Program Agreement and as such shall be wholly responsible for the services to be performed and for the supervision of its employees. The Sponsoring Agency represents that it has, or shall secure at its own expense, all personnel required in performing the services as described in the JCPC Program Agreement. Such employees shall not be employees of, or have any individual contractual relationship with, DPS;

The JCPC shall:

1. Ensure the Sponsoring Agency uses JCPC funds for only the purposes DPS has approved in JCPC Program Agreement or JCPC Program Agreement Revision(s);
2. Comply with the Juvenile Crime Prevention Policy and Procedures established by DPS and the North Carolina Administrative Code; N.C.G.S. §143B-801(a);143B-602;143B-851
3. Review and locally approve Program Agreement Revisions received from the Sponsoring Agency and submit to the County in a timely manner;
4. Review and locally approve Third Quarter Accounting forms and submit to the County in order to meet the due date established by DPS;
5. Submit any other information requested by the County or DPS; and
6. Monitor the Sponsoring Agency's currently funded JCPC program(s) in accordance with JCPC Policy 3.  
Operations: Program Oversight and Monitoring

*Reference: 14B NCAC 11B.0202 and JCPC Policy 1, 7, 8, 9, 10, and 11.*

The County shall:

1. Ensure the Sponsoring Agency is appropriately licensed, and either a public agency or a 501 (c) 3 private non-

profit organization;

2. Use JCPC funds only for the purposes DPS has approved in program agreements or program agreement revisions;
3. Disburse JCPC funds monthly and oversee JCPC funds to the Sponsoring Agency in accordance with 14B NCAC 11B.0108
4. Comply with the Juvenile Crime Prevention Policy and Procedures established by DPS and the North Carolina Administrative Procedures;
5. Review and locally approve Program Agreement Revisions received from the Sponsoring Agency for final approval from DPS; and
6. Review and locally approve Third Quarter and Final Accounting forms for the JCPC and all JCPC funded programs according to the procedures and due dates established by DPS.

*Reference: 14B; Chapter 11; Subchapter B; JCPC Policy 3, 7, 8, 9, 10, and 11*

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

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

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

(a) Forward the Sponsoring Agency's payment check(s) directly to any person or entity designated by the Program Manager, or

(b) Include any person or entity designated by Sponsoring Agency as a joint payee on the Sponsoring Agency's payment check(s).

In no event shall such approval and action obligate DPS or County Government to anyone other than the Sponsoring Agency and the Sponsoring Agency shall remain responsible for fulfillment of all Program Agreement obligations.

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

#### **Property Rights**

**Intellectual Property** - All deliverable items produced pursuant to this Program Agreement are the exclusive property of DPS. The Sponsoring Agency shall not assert a claim of copyright or other property interest in such deliverables.

**Physical Property** - the Sponsoring Agency agrees that it shall be responsible for the proper custody and care of any property purchased for or furnished to it for use in connection with the performance of this Program Agreement and will reimburse DPS for loss of, or damage to, such property. At the termination of this Program Agreement, the Sponsoring Agency, County Government, and JCPC shall follow the guidelines for disposition of property set forth in Administrative Code and JCPC policy.

*Reference: 14B NCAC 11B.0110; JCPC Policy 7. Fiscal Accounting and Budgeting: Audit Requirements*

#### **Disbursements and Internal Controls**

##### **Reversion of Unexpended Funds**

Any remaining unexpended JCPC funds DPS disbursed to the County for the Sponsoring Agency must be refunded/ reverted back to DPS at the close of fiscal year or upon termination of this Agreement.

#### **Accountability for Funds**

##### **Audit Requirement - Local Government or Public Authority Requirements**

Local Government or Public Authorities in accordance with N.C.G.S. §159-34 must have an audit performed in conformity with generally accepted auditing standards. The audit shall evaluate the performance of a unit of local government or public authority with regard to compliance with all applicable Federal and State agency regulations. This audit, combined with the audit of financial accounts, shall be deemed to be the single audit described by the "Federal Single Audit Act of 1984".

**Audit Requirement – Non-Governmental Entities:** An audit, when required by law, or requested by the County or DPS shall be performed in conformity with generally accepted auditing standards and audits of non-governmental entities, both for-profit and not-for-profit, and must meet the requirements of OMB Circular A-133. At a minimum, the required report shall include the financial statements prepared in accordance with generally accepted accounting principles, all disclosures in the public interest required by law, and the auditor's opinion and comments relating to financial statements. The audit report must be submitted to the State Auditor's office as required by law, to the County and DPS, and to other recipients as appropriate within nine (9) months after the end of your program's fiscal year.

## Oversight

**Access to Persons and Records:** The State Auditor shall have access to persons and records as a result of all Program Agreements entered into by State agencies or political subdivisions in accordance with N.C.G.S. §147-64.7. Additionally, as the State funding authority, DPS shall have access to persons and records as a result of all Program Agreements entered into by State agencies or political subdivisions.

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

**No Overdue Tax Debt -Not for profit organizations ONLY will comply with this section. Form must be attached to the Program Agreement upon submission.**

The Sponsoring Agency shall be responsible for the payment of all State, local, and Federal taxes. Consistent with N.C.G.S. § 143C-6-23 (c), not for profit organizations shall file with DPS and the County a written statement completed by that Sponsoring Agency's board of directors or other governing body, stating that the Sponsoring Agency does not have any overdue tax debts, as defined by N.C.G.S. 105-243.1, at the Federal, State, or local level. This written statement, *Certification of No Overdue Tax Debts*, shall be completed by the Sponsoring Agency and attached to the Program Agreement upon submission.

**Conflict of Interest –Not for profit organizations ONLY will comply with this section. Form must be attached to the Program Agreement upon submission.**

Consistent with the N.C.G.S. §143C-6-23 (b), not for profit organizations shall file with DPS and the County a copy of that Sponsoring Agency's policy addressing conflicts of interest that may arise involving the Sponsoring Agency's management employees and the members of its board of directors or other governing body. The policy shall address situations in which any of these individuals may directly or indirectly benefit, except as the Sponsoring Agency's employees or members of its board or other governing body, from the Sponsoring Agency's disbursing of State funds and shall include actions to be taken by the Sponsoring Agency or the individual, or both to avoid conflicts of interest and the appearance of impropriety. The policy shall be filed before the County or DPS may disburse any funds. The Sponsoring Agency shall also complete the DPS Conflict of Interest Policy Statement (*Form DPS 13 001*) and attach the statement and the Sponsoring Agency's policy addressing conflicts of interest to the JCPC Program Agreement upon submission.

**Amendment:** This Agreement may not be amended orally or by performance. Any amendment must be requested by the Sponsoring Agency through submission of a JCPC

Program Agreement Revision and executed by duly authorized representatives of DPS, the County Government, JCPC and Sponsoring Agency.

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

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

**Termination without Cause:** DPS, the County Government, or the Sponsoring Agency may terminate this Agreement at any time and without cause by giving at least thirty (30) days advance written notice to the other. If this Program Agreement is terminated by DPS as provided herein, the Sponsoring Agency shall be reimbursed on a pro rata basis for services satisfactorily provided to DPS under this Program Agreement prior to Program Agreement termination.

**Waiver of Default:** Waiver by DPS of any default or breach in compliance with the terms of this Program Agreement by the Sponsoring Agency shall not be deemed a waiver of any subsequent default or breach and shall not be construed to be modification of the terms of this Program Agreement unless stated to be such in writing, signed by an authorized representative of DPS, County Government, the JCPC and the Sponsoring Agency and attached to the Program Agreement.

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

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

#### **END OF SECTION V – Terms of Agreement**

SECTION VI: BUDGET NARRATIVE			
Operation Restart		Fiscal Year	FY 18-19
Item #	Justification	Expense	In Kind Expense
120	Program Assistant (F/T) (2,274 x 12 months)	\$27,289	
120	Community Service Assistant (P/T) (21 hrs/wk x 8.00 x 52)	\$8,736	
120	Salaries Operation Restart Director 3,292 x 12 months)	\$39,500	
120	Salaries Community Service Coord. (F/T) (2,640 x 12 months)	\$31,676	
180	Retirement 7.61% x 98,465	\$7,494	
180	Unemployment Insurance 2% x 107,201	\$2,144	
180	Longevity @3% for 1 (F/T) at \$39,500 & 2%for 1(F/T) at 31,676	\$2,135	
180	Workmans Comp 2.2 x 107,201	\$2,358	
180	Medical and Dental Insurance 733 x 12 (2 F/T)	\$17,592	
180	Performance Evaluation for 3 (F/T)	\$2,108	
180	Life Insurance @ 3.00 x 3 F/T x 12 months/life insurance	\$108	
180	Employee Assistance Program 1.30x 12 (3 F/T)	\$47	
180	Fringe Benefits (FICA) (0.0765 x 107,201)	\$8,201	
220	After School Snacks	\$3,000	
230	Educational Materials & Training for Clients and Volunteers	\$2,400	
250	Vehicle Supply (Gas) \$583.33 per month x 12 months)	\$7,300	
260	Office Supplies (Paper, Pens, Ink Cartridges, stamps x 2 rolls)	\$1,000	
290	Other Supplies and Materials	\$750	
310	Administrative Travel @ .44 per mile, hotel fees, perdiems	\$4,700	
350	Vehicle Repair, Maintenance (Oil Changes, Tires, Tune-ups)	\$3,000	
390	Restitution Bank 10 youth @ \$500; 5 youth @ \$250	\$6,250	
390	Educational Outings (Field Trips, Tickets, Activity Fees)	\$2,000	
410	Office Space at 1,502.33 per month X 12 months		\$18,029
450	Participant Insurance @ 160 youth X 3.125	\$500	
<b>TOTAL</b>		<b>\$180,288</b>	<b>\$18,029</b>

Job Title	Annual Expense Wages	Annual In Kind Wages
Restitution Assistant (P/T) 21 hrs/wk @ 8.00/hr	\$8,736	
Operation Restart Assistant	\$27,289	
Restitution Coordinator	\$31,676	
Operation Restart Director	\$39,500	
<b>TOTAL</b>	<b>\$107,201</b>	

**SECTION VII****Program:** Operation Restart**Fiscal Year:** FY 18-19**Number of Months:** 12

	Cash	In Kind	Total
<b>I. Personnel Services</b>	<b>\$149,388</b>		<b>\$149,388</b>
120 Salaries & Wages	\$107,201		\$107,201
180 Fringe Benefits	\$42,187		\$42,187
190 Professional Services*			\$0
*Contracts MUST be attached			
<b>II. Supplies &amp; Materials</b>	<b>\$14,450</b>		<b>\$14,450</b>
210 Household & Cleaning			\$0
220 Food & Provisions	\$3,000		\$3,000
230 Education & Medical	\$2,400		\$2,400
240 Construction & Repair			\$0
250 Vehicle Supplies & Materials	\$7,300		\$7,300
260 Office Supplies and Materials	\$1,000		\$1,000
280 Heating & Utility Supplies			\$0
290 Other Supplies and Materials	\$750		\$750
<b>III. Current Obligations &amp; Services</b>	<b>\$15,950</b>		<b>\$15,950</b>
310 Travel & Transportation	\$4,700		\$4,700
320 Communications			\$0
330 Utilities			\$0
340 Printing & Binding			\$0
350 Repairs & Maintenance	\$3,000		\$3,000
370 Advertising			\$0
380 Data Processing			\$0
390 Other Services	\$8,250		\$8,250
<b>IV. Fixed Charges &amp; Other Expenses</b>	<b>\$500</b>	<b>\$18,029</b>	<b>\$18,529</b>
410 Rental or Real Property		\$18,029	\$18,029
430 Equipment Rental			\$0
440 Service and Maint. Contracts			\$0
450 Insurance & Bonding	\$500		\$500
490 Other Fixed Charges			\$0
<b>V. Capital Outlay</b>			<b>\$0</b>
<b>[This Section Requires Cash Match]</b>			
510 Office Furniture & Equipment			\$0
530 Educational Equipment			\$0
540 Motor Vehicle			\$0
550 Other Equipment			\$0
580 Buildings, Structure & Improv.			\$0
<b>Total</b>	<b>\$180,288</b>	<b>\$18,029</b>	<b>\$198,317</b>

SECTION VIII		SOURCES OF PROGRAM REVENUE (ALL SOURCES)	
FY 18-19    Halifax County    Funding ID: 842-XXXX			
Sponsoring Agency: Halifax County Cooperative Extension    Program: Operation Restart			
\$180,288	DPS/JCPC Funds	* This is the amount of your request on your application	
10%	Local Match Rate	Is the Local Match Rate 10%, 20% or 30%?	
	County Cash	(Specify Source)	
	Local Cash	(Specify Source)	
	Local Cash	(Specify Source)	
\$18,029	Local In-Kind	(Specify Source)	
	Other	(Specify Source)	
	Other	(Specify Source)	
	Other	(Specify Source)	
	Other	(Specify Source)	
\$198,317	TOTAL	\$18,029	\$18,029
		Required Local Match	Match Provided

We, the undersigned, have reviewed this JCPC Program Application to be presented to the Juvenile Crime Prevention Council of this County in accordance with the procedures established by the local Juvenile Crime Prevention Council. Agencies seeking funding must be able to meet the applicable requirements of the North Carolina General Statutes, Administrative Code, and the Division of Adult Correction and Juvenile Justice.

We understand and acknowledge that the approval process is first with the Juvenile Crime Prevention Council, second with the County Board of Commissioners, and the final authority with the Department of Public Safety, Division of Adult Correction and Juvenile Justice.

All parties understand that the availability of funds is contingent upon the appropriation of those funds by the General Assembly of the State of North Carolina.

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**Chair, County Board of Commissioners or County Finance Director**

**Date**

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**Chair, Juvenile Crime Prevention Council**

**Date**

Michael Pittman

3/12/18

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**Program Manager**

**Date**



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

**TO:** Halifax County Board of Commissioners

**FROM:** Honorable Alma L. Hinton, Resident Superior Court Judge

**PRESENTER:** Honorable Alma L. Hinton, Resident Superior Court Judge

**SUBJECT:** Superior Courtroom Renovations

**DATE:** April 2, 2018 Regular Meeting

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**SUPPORTING INFORMATION:**

Attached, please find a letter of request from the Honorable Alma L. Hinton, Resident Superior Court Judge regarding renovations to the Superior Courtroom.

**ATTACHMENTS:**

Description

- ▢ Honorable Alma L. Hinton, Resident Superior Court Judge - Letter of Request
- ▢ Renovations Costs and Options

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**TOTAL COST:**

**COUNTY COST:**

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**REQUEST:**



*State of North Carolina*  
*General Court of Justice*

ALMA L. HINTON  
RESIDENT SUPERIOR COURT JUDGE

*6A Judicial District*  
Halifax County Courthouse  
357 Ferrell Lane

TELEPHONE: (252) 593-3016  
FACSIMILE: (252) 593-3013

Post Office Box 66  
Halifax, NC 27839

March 15, 2018

Tony Brown  
Halifax County Manager  
PO Box 38  
Halifax, North Carolina 27839

Dear Mr. Brown,

Hope this letter finds you well. As you know, the North Carolina Supreme Court Justices will be holding court in Halifax County on October 1, 2018. Their visit will necessitate certain renovations to the superior courtroom. I have met with Ed Johnson to discuss those renovations and how we can best accommodate them. I would like an opportunity to appear before the county commissioners at the April meeting to discuss the alterations / renovations necessary. I am commissioned to preside over court in Wilson County that morning and would kindly ask that I appear as early as possible on the agenda.

If you have any questions or concerns, please feel free to contact my office.

Sincerely,

A handwritten signature in blue ink, appearing to read "Alma L. Hinton".

Alma L. Hinton

# Traveling Supremes

## Non Renovation

Remove existing jury box  
Construct temporary platform in front of existing Judge’s bench  
Carpet temporary platform and Jury Box flooring  
Relocate the 12’ tables in Grand Jury Room to Courtroom  
Install adequate audio for Justices  
Install one 60” monitor in Courtroom # 2  
Remove temporary platform  
Reinstall Jury Box and carpet

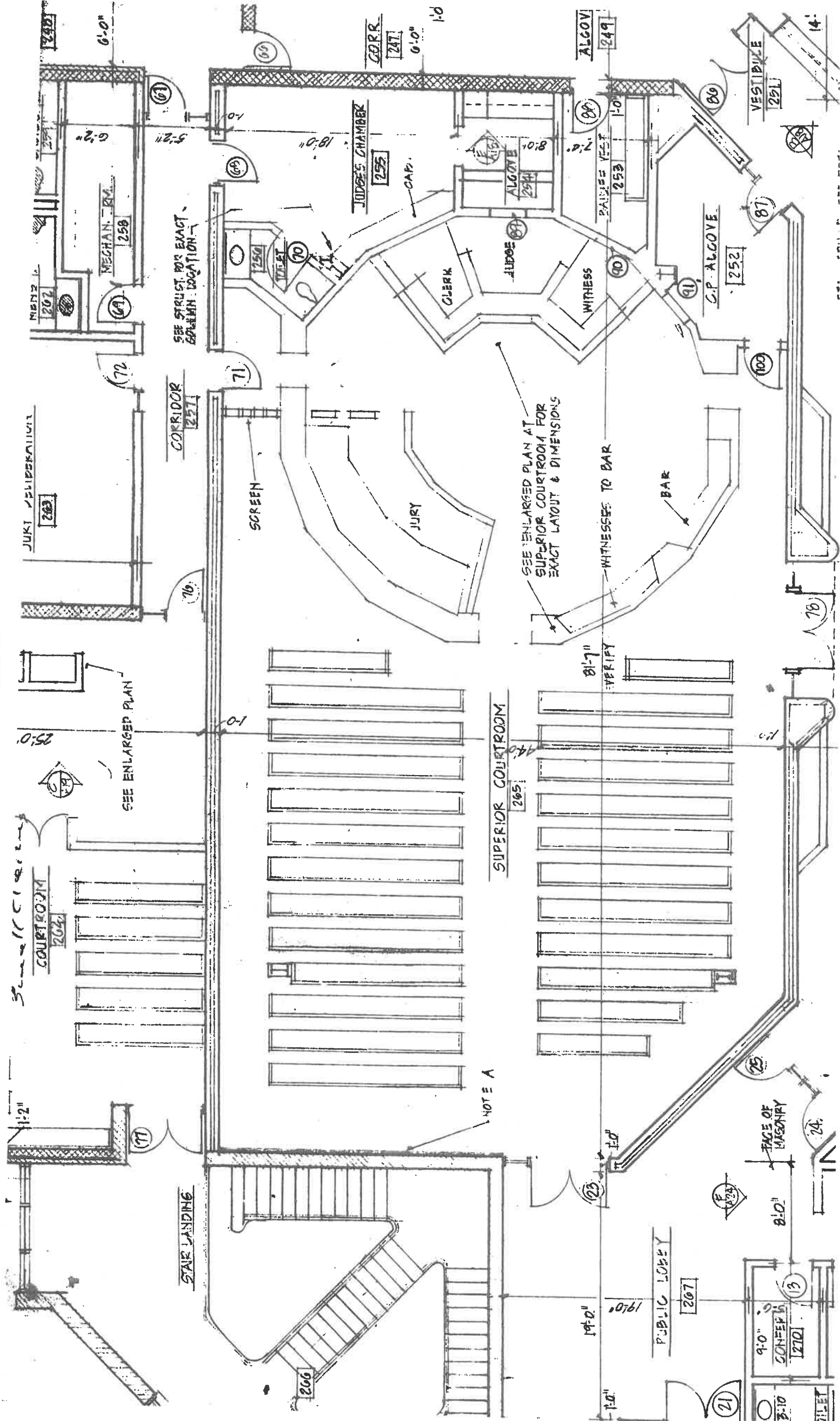
• Construction	3,000.00
• Carpet	6,000.00
• PA/DATA/Video/Monitors	2,500.00
• Misc.	1,000.00
	<b>\$12,500.00</b>

## Renovation

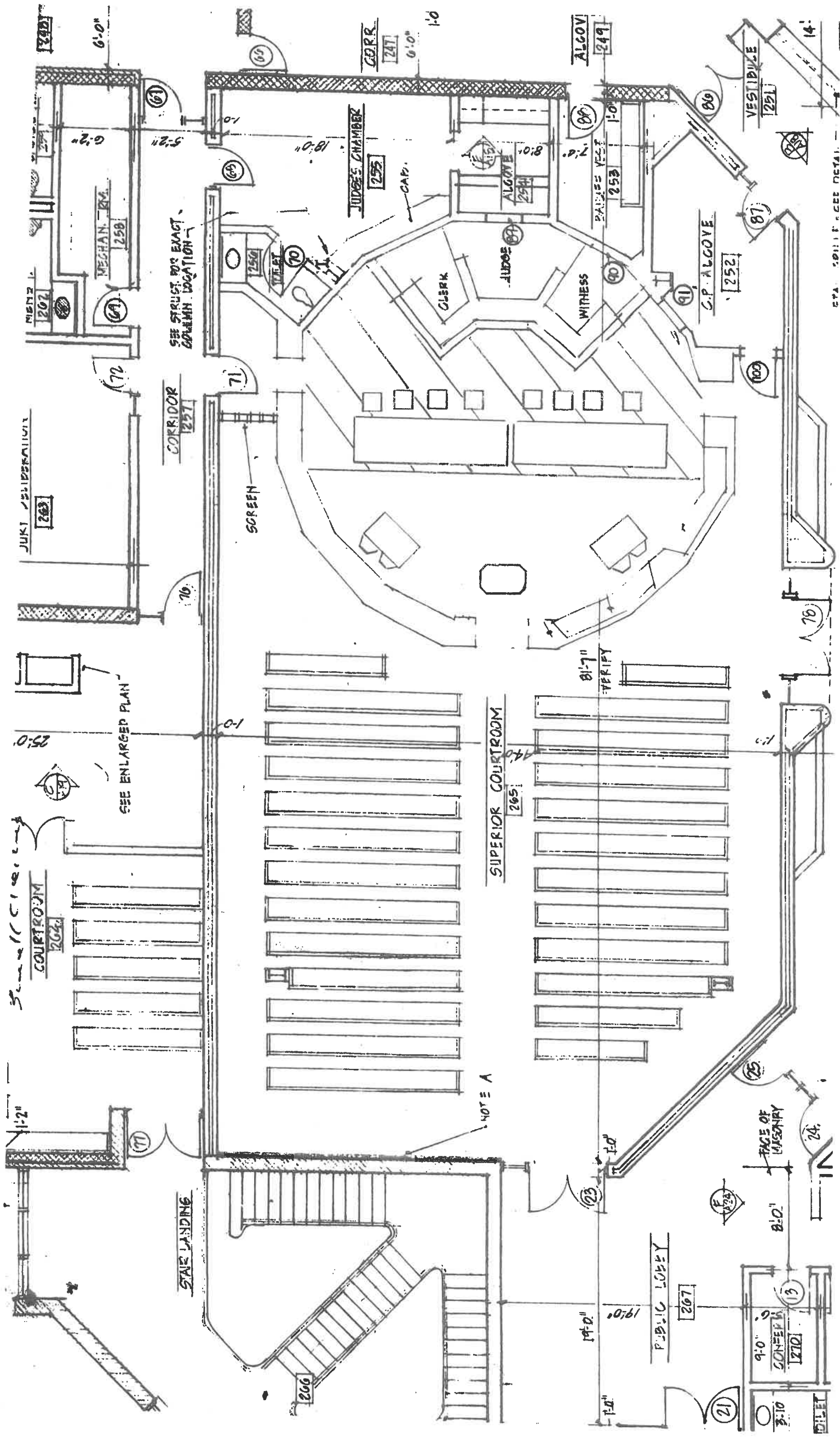
Remove existing Judge’s Bench, Jury Box, and security wall.  
Construct a revised Judge’s Bench, Clerk’s work area, Court Reporters’ area, and Witness box  
Remove Door behind Court Reporter  
Construct new Jury Box  
Construct new security wall across Courtroom  
Relocate HVAC return grill  
Update lighting, electrical and DATA including new monitors  
Install new carpet in Courtroom  
Touch up paint

• Constructions	18,000.00
• Carpet	12,000.00
• HVAC	500.00
• Electrical/Lighting/DATA	1,000.00
• PA/DATA/Video/Monitors	2,500.00
• Misc.	1,000.00
	<b>\$35,000.00</b>

EXISTING

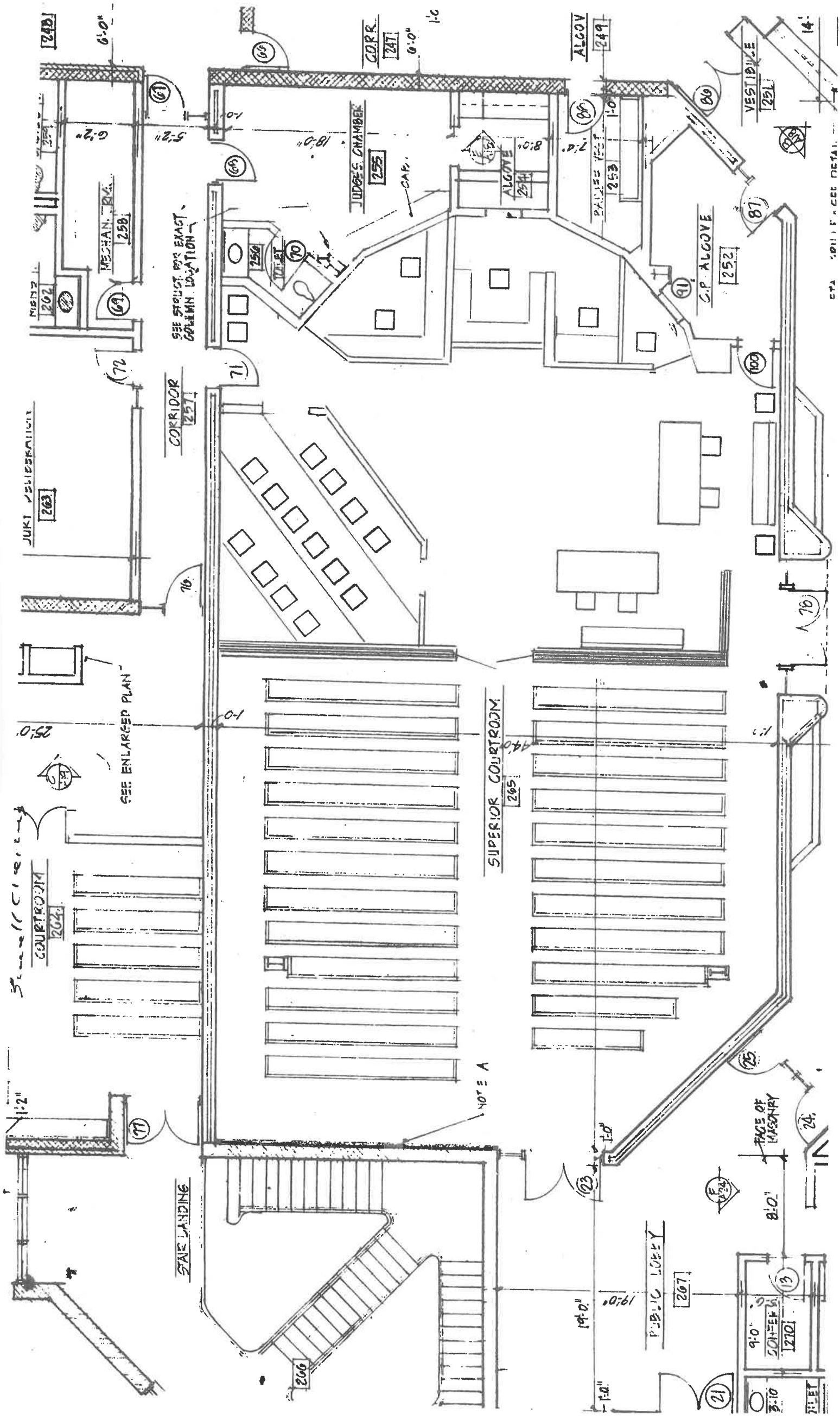


OPT A - 12,500



Architectural floor plan of the Superior Courtroom and surrounding areas. The plan shows the Superior Courtroom (205) with a large central area and side galleries. It is connected to a Public Lobby (207) and a Conference Room (270). Other rooms include the Judge's Chamber (255), Clerk's Office (256), Witness Room (257), and various alcoves (258, 259, 260). The plan also shows a Vestibule (251) and a Corridor (252). Dimensions and room numbers are clearly marked throughout the drawing.

Opt 6 55,000





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

**TO:** Halifax County Board of Commissioners

**FROM:** Dora Carter, MSW, DSS Director

**PRESENTER:** Dora Carter, MSW, DSS Director

**SUBJECT:** 2018 Child Abuse Prevention Month Proclamation

**DATE:** April 2, 2018 Regular Meeting

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**SUPPORTING INFORMATION:**

**CHILD PROTECTIVE SERVICES-PURPOSE**

Investigate alleged neglect and/or abuse of children less than 18 years of age; provide services to facilitate the removal of a child from a harmful situation.

- Received 898 protective services referrals regarding children for FY 16-17
- Substantiated protective services or other referrals for 838 children for FY 16-17
- Workers have been diligent in providing in-home services to families, avoiding the need for foster care placement of children. Likewise, the foster care and adoption staff has been committed to timely permanence for children in care.

**FOSTER CARE FOR CHILDREN-PURPOSE**

Provide services to children and families to facilitate out-of-home care and family reunification. Conduct recruitment of volunteers to serve as foster parents; conduct home studies, supervise children in care, and train and supervise foster homes.

- Served an average of 20 children in foster care per month

**ATTACHMENTS:**

Description

- ▢ 2018 Child Abuse Prevention Month Proclamation

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**TOTAL COST:**

**COUNTY COST:**

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**REQUEST:** Approve the attached Proclamation and declare April 2018 as Child Abuse Prevention Month Proclamation in Halifax County.



**Proclamation**  
**Child Abuse Prevention Month**  
**April 2018**

**WHEREAS**, children are vital to our state's future success, prosperity and quality of life as well as being our most vulnerable assets; and

**WHEREAS**, all children deserve to have the safe, stable, nurturing homes and communities they need to foster their healthy growth and development; and

**WHEREAS**, child abuse and neglect is a community responsibility affecting both the current and future quality of life of a community; and

**WHEREAS**, communities that provide parents with the social support, knowledge of parenting and child development and concrete resources they need to cope with stress and nurture their children ensure all children grow to their full potential; and

**WHEREAS**, effective child abuse prevention strategies succeed because of partnerships created among citizens, human service agencies, schools, faith communities, health care providers, civic organizations, law enforcement agencies, and the business community; and

**NOW, THEREFORE, BE IT RESOLVED**, we, the Halifax County Board of Commissioners, do hereby proclaim **April 2018** as **Child Abuse Prevention Month** and call upon all citizens, community agencies, faith groups, medical facilities, elected leaders and businesses to increase their participation in our efforts to support families, thereby preventing child abuse and strengthening the communities in which we live.

**BE IT FURTHER RESOLVED**, that the original of this proclamation be presented to the Halifax County Department of Social Services and orders that a copy of this proclamation be spread upon the minutes of the Halifax County Board of Commissioners this 2<sup>nd</sup> day of April, 2018.



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Vernon J. Bryant, Chairman  
Halifax County Board of Commissioners

---

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



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

**TO:** Halifax County Board of Commissioners

**FROM:** Rose Lewis, HRM

**PRESENTER:** Rose Lewis, HRM

**SUBJECT:** 2018 Older Americans Month Proclamation

**DATE:** April 2, 2018 Regular Meeting

---

**SUPPORTING INFORMATION:**

Halifax County Council on Aging provides a comprehensive network of services and programs for Older Adults that promote independent living and to assist with the many needs of the Older Adult and their families.

**ATTACHMENTS:**

Description

- ▢ 2018 Older Americans Month Proclamation

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**TOTAL COST:**\$0.00

**COUNTY COST:**\$0.00

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**REQUEST:** Approve the Proclamation, sign off appropriately and join in the efforts of supporting and recognizing May as Older Americans Month in Halifax County, NC.

## *Proclamation*

### *Older Americans Month*

*Whereas*, Halifax County includes countless older Americans who enrich and strengthen our community; and

*Whereas*, Halifax County is committed to engaging and supporting older adults, their families, and caregivers; and

*Whereas*, Halifax County acknowledges the importance of taking part in activities that promote physical, mental, and emotional well-being—no matter your age; and

*Whereas*, Halifax County can enrich the lives of individuals of *every age* by:

- promoting home and community based services that support independent living;
- involving older adults in community planning, events, and other activities; and
- providing opportunities for older adults to work, volunteer, learn, lead, and mentor.

*Now Therefore, Be It Proclaimed*, that the Halifax County Board of

Commissioners do hereby recognize and proclaim May 2018 to be Older Americans Month in Halifax County and that a copy of this proclamation be spread upon the minutes of the Halifax County Board of Commissioners this 2nd day of April 2018. We urge every resident to take time during this month to recognize older adults and the people who serve them as vital parts of our community.



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Vernon J. Bryant, Chairman  
Halifax County Board of Commissioners

---

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



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

**TO:** Halifax County Board of Commissioners

**FROM:** Heather Joyner, Communications Manager

**PRESENTER:** Heather Joyner, Communications Manager

**SUBJECT:** National Public Safety Telecommunicator Week Proclamation

**DATE:** April 2, 2018 Regular Meeting

---

**SUPPORTING INFORMATION:**

See uploaded documents.

**ATTACHMENTS:**

Description

- ▯ NPSTW Letter
- ▯ National Public Safety Telecommunicator Week Proclamation

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**TOTAL COST:**0.00

**COUNTY COST:**0.00

---

**REQUEST:** Halifax County Board of Commissioners recognize by proclamation National Public Safety Telecommunicator's Week (April 8-14, 2018).



*County of Halifax*  
*State of North Carolina*

Halifax County Historic Courthouse  
10 North King Street, Post Office Box 677  
Halifax, North Carolina 27839  
252-583-2390 · Fax 252-583-2490  
[www.halifaxnc.com](http://www.halifaxnc.com)

Heather Joyner  
Communications Manager  
[joynerh@halifaxnc.com](mailto:joynerh@halifaxnc.com)

March 16, 2018

Halifax County Board of Commissioners  
County of Halifax, NC

Dear, Chairman Bryant

Across the nation in times of intense personal crisis and community-wide disasters, the first access point for those seeking all classes of emergency services is 9-1-1. The local and county public safety communications centers that receive these calls have emerged as the first and single point of contact for persons seeking immediate relief during an emergency.

Halifax County E-911 Central Communications is celebrating the second full week of April (April 8-14, 2018) as National Public Safety Telecommunicators Week. This week, sponsored by the Association of Public-Safety Communications Officials (APCO) International and celebrated annually, honors the thousands of men and women who respond to emergency calls, dispatch emergency professionals and equipment, and render life-saving assistance to the citizens of the United States. We are enlisting your support in the form of a Proclamation to honor the men and women in our area for the work that they do every day to protect the citizens of Halifax County, North Carolina.

The importance of recognizing and celebrating the hard work of these dedicated professionals at every level is immeasurable. We are confident you will stand behind the commitment and devotion these men and women provide to ensure the safety and security of Halifax County citizens. I have enclosed a proposed message for your signature.

Thank you for your attention to this matter and I look forward to your reply.

Respectfully,

Heather Joyner  
Communications Manager  
Halifax County E-911 Central Communications

*Where the Spirit of Independence Was Born*



**PROCLAMATION**  
**“National Public Safety Telecommunicator’s Week”**  
**April 8-14, 2018**

**WHEREAS**, emergencies can occur at anytime that require police, fire or emergency medical services; and,

**WHEREAS**, when an emergency occurs the prompt response of police officers, firefighters and paramedics is critical to the protection of life and preservation of property; and,

**WHEREAS**, the safety of our police officers, firefighters and emergency response personnel is dependent upon the quality and accuracy of information obtained from citizens who telephone the Halifax County E-911 Communications Center; and,

**WHEREAS**, Public Safety Telecommunicators are the first and most critical contact our citizens have with emergency services; and,

**WHEREAS**, Public Safety Telecommunicators are the single vital link for our police officers, firefighters and emergency services personnel by monitoring their activities by radio, providing them information and insuring their safety; and,

**WHEREAS**, Public Safety Telecommunicators of Halifax County have contributed substantially to the apprehension of criminals, suppression of fires, pre-delivery of medical direction and treatment of patients; and,

**WHEREAS**, each Telecommunicator has exhibited compassion, understanding and professionalism during the performance of their job in the past year;

**NOW, THEREFORE, BE IT RESOLVED**, that the County of Halifax declares the week of April 8 through 14, 2018 to be National Public Safety Telecommunicators Week, in honor of the men and women whose diligence and professionalism keep our county residents safe.

**BE IT FURTHER RESOLVED**, that the original of this proclamation be presented to the Halifax County E-911 Communications Center and orders that a copy of this proclamation be spread upon the minutes of the Halifax County Board of Commissioners this 2<sup>nd</sup> day of April 2018.

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Vernon J. Bryant, Chairman  
Halifax Board of Commissioners

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



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

**TO:** Halifax County Board of Commissioners

**FROM:** Donald F. Oakes, Scotland Neck Business Association and Scotland Neck Community Task Force

**PRESENTER:** Donald F. Oakes, Scotland Neck Business Association and Scotland Neck Community Task Force

**SUBJECT:** Community Issues - Donald F. Oakes, Scotland Neck Business Association and Scotland Neck Community Task Force

**DATE:** April 2, 2018 Regular Meeting

---

**SUPPORTING INFORMATION:**

Attached, please find the completed Request to Appear Form from Donald F. Oakes, Scotland Neck Business Association and Scotland Neck Community Task Force for your review.

**ATTACHMENTS:**

Description

- ▣ Community Issues Statement
- ▣ Request to Appear - Donald Oakes

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**TOTAL COST:**

**COUNTY COST:**

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**REQUEST:**

## **COMMUNITY ISSUES**

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

## Andrea Wiggins

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**From:** noreply@civicplus.com  
**Sent:** Monday, March 12, 2018 1:23 PM  
**To:** Andrea Wiggins  
**Subject:** Online Form Submittal: Request To Appear Before the Halifax County Board of Commissioners

### Request To Appear Before the Halifax County Board of Commissioners



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

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

Meeting Date	4/2/2018
Name of Person Requesting to Appear	Donald F Oakes
Organization Representing (if applicable)	Scotland neck Business Assoc, Scotland neck community task forc
Address	1725 Clarksville Dr
City	Scotland Neck
State	North Carolina
Zip Code	27874
Phone Number	252-696-2016

Item of Discussion

The area of Eastern Halifax County has suffered a quick significant decline in the last three years including loss of Our Community Hospital, Walgreen's,, Family Dollar, and McDonalds. The loss of medical puts stress on county ambulance and raises risk of death. The other losses inhibit growth even though there are jobs coming around 20 miles away. There has not been a plan to use the positive resources in the area away from I95 such as Sylvan Heights Bird Park and the Roanoke River to promote the growth and well being of the county's citizens.

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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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Email not displaying correctly? [View it in your browser.](#)



**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:** New Clinical Fees

**DATE:** April 2, 2018 Regular Meeting

---

**SUPPORTING INFORMATION:**

Halifax County Public Health System/Health Department would like to establish a new fee to provide the following services:

<b>Description</b>	<b>Fee</b>
Informaseq 81420	\$751.00
Flu Test 87804QW	\$ 79.00
Urine NAAT 87491/87591	\$101.00
Mirena-IUD J7298	\$410.00
Skyla-IUD J7301	\$475.00
Nexplanon J7307	\$453.00
Plan B J8499	\$ 45.00

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

**ATTACHMENTS:**

Description

No Attachments Available

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**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:** Greg Griffin, Public Utilities Director

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

**SUBJECT:** Hydrant Maintenance Contract Proposal

**DATE:** April 2, 2018 Regular Meeting

---

**SUPPORTING INFORMATION:**

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

**ATTACHMENTS:**

Description

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

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

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

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

**Hydrant Maintenance Proposal Cost**

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

# Proposal

## Hydrant Maintenance

Halifax County, North Carolina

PRESENTED BY:



**March 15, 2018**

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



March 15, 2018

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

Subject: Halifax County Hydrant Maintenance Proposal

Dear Mr. Griffin:

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

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

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

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

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

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

Sincerely,

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

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

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

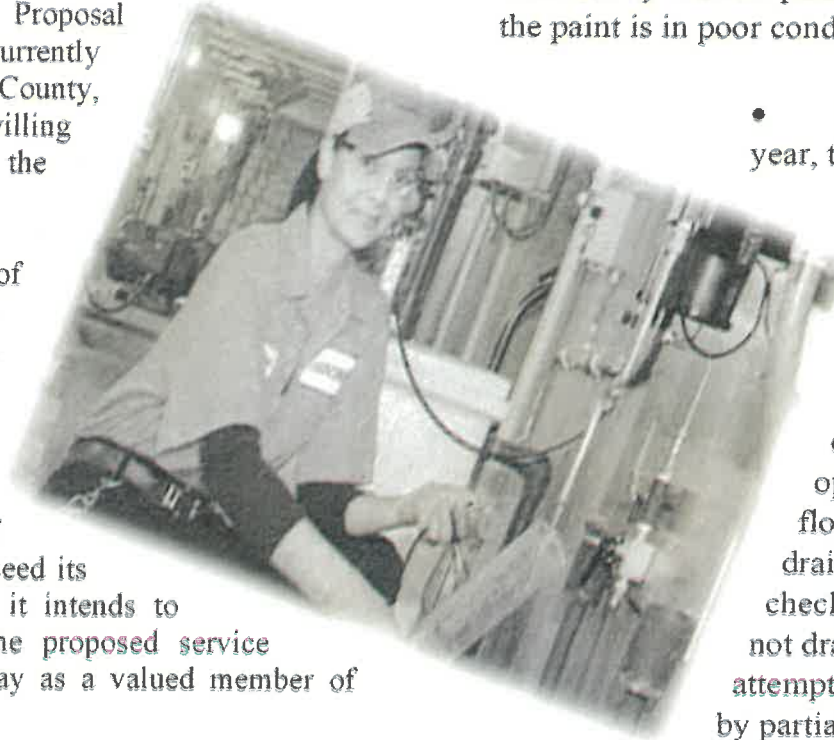
## STATEMENT OF WORK

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

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

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

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



with

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

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

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

# PRICE PROPOSAL

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

Vendor: Envirolink

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

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

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

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

## NEXT STEPS

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

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

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

## Contracting

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

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

**Begin working towards a more  
sustainable future**



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

**TO:** Halifax County Board of Commissioners

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

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

**SUBJECT:** Solid Waste and Recycling Proposals

**DATE:** April 2, 2018 Regular Meeting

---

**SUPPORTING INFORMATION:**

- The county household solid waste and recycling collection contract with Unity of the Carolinas completes the contract term June 30, 2018. The contract with Unity of the Carolinas includes the option for a two year extension if desired by both parties. If no CPI increase was added, the estimated cost of extending the existing collection contract would be \$1,788,106 for the first year.
- The contract between Halifax County and the Bowen Company to haul waste from our transfer station also reaches the term limit June 30, 2018. The contract with Bowen Company does not provide for an extension. Bowen Company submitted a proposal for a new hauling contract with an estimated annual cost of \$181,675 for the first year.
- The contract for landfill disposal of waste from our transfer station reaches the term June 30, 2018. This contract is with Republic Services of NC, LLC and it automatically extends five years unless there is a written notice requesting contract termination at least 90 days prior to June 30, 2018. If the existing disposal contract is extended the estimated cost for disposal is \$301,800 with no CPI increase.
- Extending the Collection Contract with Unity of the Carolinas and extending the Disposal Contract with Republic Services, combined with a new contract with Bowen Company for hauling would result in an estimated cost of \$2,372,036 to manage Halifax County waste and recyclables for fiscal year 2019.
- Attached is a table and information on proposals staff considers the best options for Halifax County considering cost and service. These options address collection, hauling, and disposal of waste, as well as collection of recyclables.
- Public Utilities recommends the Board of Commissioners accept the proposal from Unity of the Carolinas which will allow weekly recycling at an estimated cost of \$2,361,700 for the first year of the contract.

**ATTACHMENTS:**

Description

- ▢ Solid Waste and Recyclable Proposal Cost Information

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**TOTAL COST:**\$2,268,864 to \$2,372,036 **COUNTY COST:**\$2,268,864 to \$2,372,036

---

**REQUEST:** Request approval regarding the Board's choice of options to manage the County's solid waste and recyclables beginning July 1, 2018, and to authorize Management and staff to negotiate and execute the appropriate contracts.

**Solid Waste RFP Cost Estimates - March 12, 2018**

<b>Vendor</b>	<b>Unity of the Carolinas (1)</b>	<b>Unity of the Carolinas (2) (Weekly Recycle Collection)</b>	<b>Waste Industries (1)</b>	<b>Waste Industries (2)</b>	<b>Waste Industries / Unity of the Carolinas</b>
<b>Vendor Cost</b>	<p>\$1,762,590 New Collection Contract</p> <p>\$483,000 New Hauling and Disposal Contract</p>	<p>\$1,814,478 New Collection Contract with Recycle Collection every week</p> <p>\$446,775 New Hauling and Disposal Contract (assumes 7.5% reduction from increased recycling)</p>	<p>\$1,711,002 New Collection Contract</p>	<p>\$1,616,424 New Collection Contract</p> <p>\$652,440 Transfer, Hauling &amp; Disposal using Waste Industries Transfer Station</p>	<p>\$1,711,002 Waste Industries Collection Contract</p> <p>\$492,000 Unity Hauling &amp; Disposal Contract</p>
<b>Additional County Expense</b>	<p>\$100,455 Transfer Station Operation</p>	<p>\$100,455 Transfer Station Operation</p>	<p>\$100,455 Transfer Station Operation</p> <p>\$181,676 Hauling (Bowen Company)</p> <p>\$349,800 Disposal</p>	<p>County closes or leases County Transfer Station</p>	<p>\$100,455 Transfer Station Operation</p>
<b>Estimated Total Cost</b>	\$2,346,045	\$2,361,700	\$2,342,133	\$2,268,864	\$2,303,457

**Unity of the Carolinas (1)**

This option represents a new collection contract with Unity. Unity would also be awarded a contract for hauling and disposal of waste collected at our Transfer Station.

**Unity of the Carolinas (2)**

This option represents a new collection contract with Unity that includes weekly collection of recyclables instead of once per two week collection. (Recyclables are collected once every two weeks under the other proposals.) Unity would also haul and dispose of waste from our Transfer Station.

**Waste Industries (1)**

This option represents a new collection contract with Waste Industries. Bowen Company would be the contracted hauler for our Transfer Station Waste.

**Waste Industries (2)**

This option represents a new collection contract with Waste Industries. Waste Industries would transfer our waste through their transfer station to their disposal facility. The County could close our Transfer Station, or possibly lease it to Unity for their commercial waste.

**Waste Industries / Unity**

This option represents a new collection contract with Waste Industries and a contract with Unity for Hauling and Disposal of waste from our Transfer Station.



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

**TO:** Halifax County Board of Commissioners

**FROM:** Ian M. Bumgarner, Senior Management Analyst

**PRESENTER:** Ian M. Bumgarner, Senior Management Analyst

**SUBJECT:** 2018 - Recreation Partners Program

**DATE:** April 2, 2018 Regular Meeting

---

**SUPPORTING INFORMATION:**

This year the Recreation Partners Program received 13 grant applications. After reviewing the 13 applications the Recreation Partners Program Review Committee has decided on the ten (10) organizations/programs to recommend to the Board of Commissioners for funding.

The ten (10) recommended organizations/programs along with the three (3) other non-recommended organizations are shown in the attached Program Summaries.

**ATTACHMENTS:**

Description

▣ Proposal Summaries\_2018

---

**TOTAL COST:**20,000

**COUNTY COST:**20,000

---

**REQUEST:** Request that the Board of Commissioners approve to award ten (10) mini-grants of \$2,000 for a total of \$20,000 to the organizations that have been selected to receive grant funding by the Recreation Partners Program Review Committee.

# **Recreation Partners Program**

## **2018**

### **Summary of Proposals**

**1. *Lakeland Cultural Arts Center & Theatre – Littleton***

*Program:* Children's Summer Workshop

*Request:* \$2,000

*Funding Recommendation:* \$2,000

*Program Summary:* Funds will go towards the theatre's children's summer workshop,

**2. *Jack Rabbit Sports Complex – Enfield***

*Program:* Youth Soccer Program

*Request:* \$2,000

*Funding Recommendation:* \$2,000

*Program Summary:* Funding for a protective fence around the softball field, replacing bases, and replacement equipment.

**3. *Together Transforming Lives – Enfield***

*Program:* Camp TREAT

*Request:* \$2,000

*Funding Recommendation:* \$2,000

*Program Summary:* Funding for summer camp with educational and recreational focus including field trips.

**4. *Quankey Missionary Baptist Church – Roanoke Rapids***

*Program:* Healthy Activities for Healthy Futures

*Request:* \$2,000

*Funding Recommendation:* \$2,000

*Program Summary:* Summer Health Summits promoting healthy eating and activities.

**5. *Tillery Spectrum Connections, Inc. – Tillery***

*Program:* Summer Enrichment Camp

*Request:* \$2,000

*Funding Recommendation:* \$2,000

*Program Summary:* Funding help provide funds for a four day (four week) summer enrichment camp.

**6. *ProjectLift Community Efforts – Weldon***

*Program:* Summer Camp Program/ Lift Day

*Request:* \$2,000

*Funding Recommendation:* \$2,000

*Program Summary:* Funding for recreational field-trips, community based activities, and Project Lift Day.

**7. *Scotland Neck Education & Recreation – Scotland Neck***

*Program:* Let the Fun Begin!

*Request:* \$2,000

*Funding Recommendation:* \$2,000

*Program Summary:* Funding for a youth fitness area and equipment

**8. Boys and Girls Club of North Central North Carolina – Roanoke Rapids**

*Program:* Recreation Equipment

*Request:* \$2,000

*Funding Recommendation:* \$2,000

*Program Summary:* Funds will provide athletic and recreational equipment and supplies for summer programs.

**9. Hollister R.E.A.C.H. – Hollister**

*Program:* The Between Agers

*Request:* \$2,000

*Funding Recommendation:* \$2,000

*Program Summary:* Funding for yoga exercise equipment for adults and youth.

**10. Child Abuse Resource and Education (CARE) – Littleton**

*Program:* Equipment, Walking track repairs, summer camp

*Request:* \$1,484.00

*Funding Recommendation:* \$2,000

*Program Summary:* Funding for outdoor recreation equipment.

**TOTAL FUNDS RECOMMENDED FOR APPROVAL: \$20,000**

**Projects Not Selected for Funding**

**1. Joy Community Development Corp – Roanoke Rapids**

*Program:* Community for Unity Festival

*Request:* \$2,000

*Funding Recommendation:* \$0

*Program Summary:* Funding for a one-day Community for Unity Festival.

**2. Miracle Tabernacle Christian School – Weldon**

*Program:* Kidz in Motion

*Request:* \$2,000

*Funding Recommendation:* \$0

*Program Summary:* Funding for fitness equipment and repairs to fitness area.

**3. Weldon High School – Weldon**

*Program:* Weldon High STEM Academy Summer Rec and Fitness Space

*Request:* \$1,955

*Funding Recommendation:* \$0

*Program Summary:* Funding for the refurbishment of the high school weight room.



**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:** Award audit contract for fiscal year ending June 30, 2018

**DATE:** April 2, 2018 Regular Meeting

---

**SUPPORTING INFORMATION:**

An Audit RFP was sent out in early February and the original due date was extended a week due to only 1 response. Bids were opened on March 6th and the tabulation sheet is attached for more detail.

Our previous firm did not bid due to the new criteria being demanded by the State as well as the tightening of deadline adherence. MSA also released 6 other counties.

The bids were: Elliott Davis, located in Raleigh, \$65,550; Mauldin & Jenkins from Atlanta, GA, \$59,500 and Thompson, Price, Scott, Adams & Co, Whiteville, NC, \$ 72,000.

Elliott Davis and Mauldin & Jenkins are both fairly new to governmental auditing in North Carolina but are certified by the LGC as eligible firms. TPSA has been auditing NC counties for more than 50 years.

Finance has had lengthy conversations with the new firms and feel either would be a good fit for Halifax County. It is our recommendation to award the FYE 6-30-18 audit contract to M&J for \$59,550.

**ATTACHMENTS:**

Description

- ▢ Audit RFP Tabulation Sheet
- ▢ LGC Updates for 6-30-18 audits

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**TOTAL COST:**\$59,550

**COUNTY COST:**\$59,550

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**REQUEST:** Award the 6-30-18 audit contract to Mauldin & Jenkins

### ***Audit Request for Proposal Results***

<b>Audit Firm</b>	<b>Location</b>	<b>Governmental Experience</b>	<b>Years Practicing in NC</b>	<b>NC Co Clients</b>	<b>Airport Audit Fee</b>	<b>TDA Audit Fee</b>	<b>Halifax Co Audit Fee</b>
Elliott Davis	Raleigh, NC	200 entities under GASB rules. 75 clients receiving GFOA awards	5	Cabarrus Wake	\$5,090	\$5,240	\$65,550
Mauldin & Jenkins	Atlanta, GA	400 entities in Southeast	3	Orange	\$5,500	\$4,000	\$59,500
Thompson, Price, Scott, Adams & Co	Whiteville, NC	Currently audits 10 counties, 2 airports, 3 COG, 23 Towns	60+	Nash Lee Hyde Sampson Pender Columbus	\$5,250	\$5,250	\$72,000
2017 Audit fee	Martin Starnes				\$5,750	\$5,075	\$69,925

The County's RFP for auditing services was extended by one week to Friday, March 9th due to minimal response. We ultimately received three (3) proposals; Finance did receive a phone call from our current audit firm, Martin Starnes and Associates, saying they were not submitting a bid due to the increased requirements by the Office of State Auditor. As Ms. Spivey mentioned last September and December, tighter reviews are being done with programming at DSS which require much more compliance testing with an earlier deadline for final report submission. Halifax along with 6 other counties are not being renewed by MSA. In 2016, MSA performed 34 of North Carolina's 100 counties audits.

The three proposals are: Mauldin & Jenkins, based in Atlanta, Georgia, at \$59,500; Elliott Davis, branch office in Raleigh, at \$65,550 and Thompson, Price, Scott, Adams & Co, located in Whiteville, NC, at \$72,000.

Mauldin & Jenkins currently audits Orange County and the municipalities of New Bern and Selma.

Elliott Davis currently audits Cabarrus and Wake Counties along with the municipalities of Concord, Morganton and Salisbury as well as the Raleigh Durham Airport Authority.

TPSA lists as references Columbus, Johnston and Richmond counties and Hertford County Schools.

I have included excerpts from a LGC memo issued by Sharon Edmondson on several hot topics regarding the upcoming financial audit.

#### COUNTY SINGLE AUDITS

- Agreed Upon Procedures (AUP) for eligibility testing for Medicaid, to be completed as a separate engagement from annual audit
- Should eliminate issue of OSA waiting for county audits to be submitted to support State's single audit; don't expect this to help with issue of county audits being completed more promptly
- County auditors will need to test more programs to reach required Single Audit thresholds because direct benefit payments will not be included in those calculations
- Expect that to translate into higher audit costs

#### Best Practices

- Audit RFP Process
  - Strongly encourage use of two-step process
    - Review qualifications first, select most qualified
    - Then look at audit costs
  - Audit fee database on website
  - Contact current clients for references
  - Not legally required but encourage you to bid audit services on a regular basis to ensure you are getting best value
  - Can add to your engagement letters monetary penalties for not making deadlines but that will go both ways

## GASBs 74 & 75

- Total OPEB Liability (no assets in trust) or Net OPEB Liability (Total less assets in trust) will be reported on government-wide financials
- Any share of that liability that belongs to the proprietary funds will be reported on their Fund Statements of Net Position
- Prepare elected officials if you have not already done so
- Manage costs/manage liability
- Coming to LGC for debt approval
  - Commission receives a report of all units on the agenda, their OPEB UAAL, LEOSSA TPL or NPL, any assets set aside in trust to fund either of those liabilities, and their percentage share of LGERS or TSERS liability
  - Units should be prepared to answer questions about how they are planning to address OPEB and/or LEOSSA liabilities and if they have considered funding them if they do not have some assets set aside in trust
  - If asking for approval for refunding debt, will be asked to consider setting aside at least some of savings from refunding to fund OPEB and/or LEOSSA liabilities

(We are pay-as-you-go as far as OPEB reporting)



**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:** Fiscal Year 2018 - 2019 Fee Schedule

**DATE:** April 2, 2018 Regular Meeting

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**SUPPORTING INFORMATION:**

Annually departments review and/or update the fees relative to services they provide. Attached is the FY 18 Fee Schedule with the proposed FY 19 changes highlighted.

**ATTACHMENTS:**

Description

- ▢ Proposed FY 19 Fee Schedule

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**TOTAL COST:**\$0

**COUNTY COST:**\$0

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**REQUEST:** Approve the FY 19 Fee Schedule with the proposed changes

# **Proposed Changes to the FY 18-19 Fee Schedule**

## **1. Board of Elections**

<b>NEW</b>	Photocopy (color) (per page)	\$	0.50
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## **2. Central Permitting**

### **2.1. Building Inspection**

<b>2.1.1.5.</b>	Detached garages and storages buildings shall be figured per square foot of the building	<del>\$ 0.12</del>	\$ 0.15	per sq ft
<b>2.1.1.6.</b>	Boathouses shall be determined per square foot	<del>\$ 0.12</del>	\$ 0.15	per sq ft
<b>2.1.1.7.</b>	Piers and decks shall be determined per square foot	<del>\$ 0.12</del>	\$ 0.15	per sq ft
<b>2.1.1.8.</b>	Commercial buildings, professional offices and clinics, any type of construction shall be determined per square foot	<del>\$ 0.23</del>	\$ 0.25	per sq ft
<b>2.1.1.9.</b>	Warehouse construction, wall six (6) inches, eight (8) inches, or twelve (12) inches shall be determined per square foot block, brick, or frame.	<del>\$ 0.10</del>	\$ 0.12	per sq ft
<b>2.1.1.10.</b>	Metal buildings			
<b>2.1.1.10.1.</b>	Warehouse Use (Unfinished) shall be determined per sq ft	<del>\$ 0.10</del>	\$ 0.14	per sq ft
<b>2.1.1.10.2.</b>	Commercial Use (Finished) shall be determined per sq ft	<del>\$ 0.12</del>	\$ 0.16	per sq ft

**2.1.2.** Residential building permit fees shall be based on the total square footage of the proposed work as follows in the table below:

Building Square Foot	\$ / sq ft	Building Square Foot	\$ / sq ft
<del>0 - 1,200 sq ft</del>	<del>\$0.17 / sq ft</del>	0 - 1,600 sq ft	\$0.18 / sq ft
<del>1,201 - 2,500 sq ft</del>	<del>\$0.19 / sq ft</del>	1,601 - 3,000 sq ft	\$0.22 / sq ft
<del>2,501 - 3,000 sq ft</del>	<del>\$0.23 / sq ft</del>	3,001 - 6,000 sq ft	\$0.26 / sq ft
<del>3,001 + sq ft</del>	<del>\$0.25 / sq ft</del>	6,001 sq ft & above	\$0.30 / sq ft

**2.1.2.12.** Sign permits: Permit fee based on sign value. First \$1,000.00 of valuation shall be ~~\$50.00~~ **\$80.00** and \$10.00 for each additional \$5,000.00 of valuation.

## **3. Cooperative Extension**

<b>NEW</b>	Photocopy (black & white) (per page)	\$	-	\$ 0.10
<b>NEW</b>	Photocopy (color) (per page)	\$	-	\$ 0.50

## **4. County Management**

<b>NEW</b>	Photocopy (color) (per page)	\$	-	\$ 0.50
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**Proposed Changes to the  
FY 18-19  
Fee Schedule**

**7. Health Department**

**7.1. Medical Procedures**

<del>7.1.6.</del>	<del>Destruction by any method of flat warts, molluscum contagiosum, or milia; up to 14 lesions 11710</del>	<del>\$ 124.00</del>
<del>7.1.7.</del>	<del>Destruction by any method of flat warts, molluscum contagiosum, or milia; up to 15 or more 17111</del>	<del>\$ 161.00</del>
<del>7.1.17.</del>	<del>Biopsy, single or multiple, or local excision of lesion with/without fulguration (separate procedure) 57500</del>	<del>\$ 195.00</del>
<del>7.1.49.</del>	<del>Antibiotic injection, IM 90788</del>	<del>\$ 33.00</del>
<del>7.1.81.</del>	<del>Periodic preventive medicine reevaluation and management of individual (see PFR for complete description) ages 65+ years 99397</del>	<del>\$ 175.00</del>

**7.4. Walk-in Procedures**

<del>7.4.1.</del>	<del>CPR training for non-county employees</del>	<del>\$ 20.00</del>
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**7.6. Environmental Health**

**7.6.1. Single family dwelling / residential**

<del>7.6.1.6.</del>	<del>Reinspection/drainfield verification</del> <b>Setback verification (site visit)</b>	\$ 50.00
<del>7.6.1.7.</del>	<del>Permission slip (no site visit)</del> <b>Setback verifications (no site visit)</b>	\$ 10.00

**7.6.3. Well Permits and Water Sampling**

<del>7.6.3.1.</del>	<del>Bacterial (total coliform and fecal coliform)</del>	<del>\$ 55.00</del>	\$ 60.00
<del>7.6.3.2.</del>	<del>Inorganic water sample</del>	<del>\$ 95.00</del>	\$ 110.00
<del>7.6.3.3.</del>	<del>Nitrate/Nitrite Sample</del>	<del>\$ 55.00</del>	\$ 65.00
<del>7.6.3.4.</del>	<del>Pesticide Water Sample</del>	<del>\$ 105.00</del>	\$ 110.00
<del>7.6.3.5.</del>	<del>Petroleum Water Sample</del>	<del>\$ 105.00</del>	\$ 110.00
<del>7.6.3.8.</del>	<del>Well repair permit</del> <b>Full well panel</b>	\$ -	\$ 110.00

**10. Library**

**10.1. Fines**

<b>NEW</b>	Photocopy (color) (per page)	\$ -	\$ 0.50
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**11. Natural Resources Conservation Services**

<b>NEW</b>	Photocopy (black & white) (per page)	\$ -	\$ 0.10
<b>NEW</b>	Photocopy (color) (per page)	\$ -	\$ 0.50

**Proposed Changes to the  
FY 18-19  
Fee Schedule**

**12. Public Utilities - Solid Waste Division**

12.1.	Tipping Fees per ton		
12.1.1.	Industrial and Commercial Waste (MSW) (transfer station)	<del>\$ 63.60</del>	\$ 66.14
12.1.2.	Construction and demolition waste (landfill)	<del>\$ 52.00</del>	\$ 55.32
12.1.4.	Incorporated municipalities (MSW) within Halifax County (transfer station)	<del>\$ 63.60</del>	\$ 66.14
12.1.5.	Bulk construction and demolition waste (landfill) from a single site source - 2,500+ tons within a 60 calendar day timeframe	<del>\$ 47.00</del>	\$ 50.32
12.2.	Residential collection and disposal fee	<del>\$ 128.51</del>	\$ 131.87
12.3.	Availability fee (per habitable dwelling)	<del>\$ 40.60</del>	\$ 43.32
12.3.1.	Availability fee T.S. Disposal fee	<del>\$ 50.53</del>	\$ 54.11

**13. Public Utilities - Water Division**

13.1.	Rate Schedule		
13.1.1.	Residential rates for water service in the County shall be as follows:		
13.1.1.1.	Zero gallons (availability fee)	<del>\$ 28.12</del>	\$ 28.45
13.1.1.2.	0 plus gallon (rate per 1000 gallons)	<del>\$ 3.28</del>	\$ 3.32
13.1.2.	Commercial rates for water service in the County shall be as follows:		
13.1.2.1.	Zero gallons (availability fee)	<del>\$ 28.12</del>	\$ 28.45
13.1.2.2.	0 plus gallon (rate per 1000 gallons)	<del>\$ 3.33</del>	\$ 3.37
13.1.3.	Residential and commercial rates for sewer service in the Weldon, Roanoke Rapids Sanitary District, Littleton, Scotland Neck, and Halifax service areas on County Water, shall be as follows:	Weldon's, Roanoke Rapids Sanitary District's, Littleton's, Scotland Neck's, and Halifax's rates charged to the County as amended plus 35%	
13.1.4.	Bulk rates for water service in the County shall be as follows:		
13.1.4.1.	0 plus gallons (rate per 1000 gallons)	<del>\$ 3.18</del>	\$ 3.22
13.1.5.	Institutional rates for water service in the County shall be as follows:		
13.1.5.1.	0 plus gallons (rate per 1000 gallons)	<del>\$ 4.41</del>	\$ 4.45
13.1.6.	Prison rates for water service in the County shall be as follows:		
13.1.6.1.	0 plus gallons (rate per 1000 gallons)	<del>\$ 8.28</del>	\$ 8.32

**15. Sheriff and Jail**

<b>NEW</b>	Photocopy (color) (per page)	\$ -	\$ 0.50
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**16. Social Services**

<b>NEW</b>	Photocopy (color) (per page)	\$ -	\$ 0.50
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**17. Tax Department**

<b>NEW</b>	Photocopy (color) (per page)	\$ -	\$ 0.50
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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, MMC, NCCCC

**PRESENTER:** County Commissioners

**SUBJECT:** Board Appointments

**DATE:** April 2, 2018 Regular Meeting

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**SUPPORTING INFORMATION:**

Attached, please find the Board Appointments.

**ATTACHMENTS:**

Description

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

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**TOTAL COST:**

**COUNTY COST:**

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

# **BOARD APPOINTMENTS**

- A. Community Child Protection Team
- B. Board Vacancies Without Recommendations
- C. May 2018 Board Appointments

# **MEMORANDUM**

**TO: HALIFAX COUNTY COMMISSIONERS**

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

**SUBJECT: COMMUNITY CHILD PROTECTION TEAM**

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

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

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

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

## Community Child Protection Team (CCPT)

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

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

Kenneth Smith, John Patrick Staton and Ronald Locke

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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 Human Relations Commission** has two positions that are appointed by the Board of Commissioners that are vacant:

George Branch, Jr. and Doris Richardson  
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According to our records, the **Halifax County Planning Board** has one position that is appointed by the Board of Commissioners that is vacant:

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

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

Rick Gilstrap  
-----

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

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

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

Delores McGriff, Nannie Lynch and Hattie Squire  
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According to our records, the **Parks and Recreation Advisory Board** has four positions that are appointed by the Board of Commissioners that are vacant:

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

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

Tillman Long

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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.

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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)

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

## EMS Advisory Committee

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

## Five County Community Oper. Center Oversight Board

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

## Halifax County Board of Adjustment

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

## Halifax County Human Relations Commission

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<b>1</b>	<b>George Branch, Jr. (Vacant)</b> <i>Roanoke Rapids</i>	Member <i>Black Male</i>	11/1/2010 through 10/31/2013 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
<b>9</b>	<b>Doris Richardson (vacant)</b> <i>Hollister</i>	Member <i>Indian Female</i>	11/1/2012 through 10/31/2015 <i>Term Number: 4</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
<b>6</b>	<b>Robert Bigham</b> <i>Tillery</i>	Member <i>White Male</i>	11/1/2015 through 10/31/2018 <i>Term Number: 3</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
<b>5</b>	<b>Sandra Bryant</b> <i>Roanoke Rapids</i>	Member <i>Black Female</i>	11/1/2016 through 10/31/2019 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
<b>2</b>	<b>Sheldon Deaton</b> <i>Roanoke Rapids</i>	Member <i>White Male</i>	11/1/2016 through 10/31/2019 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
<b>3</b>	<b>Susie Hodges</b> <i>Littleton</i>	Member <i>Black Female</i>	11/1/2016 through 10/31/2019 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
<b>4</b>	<b>J. Rives Manning</b> <i>Roanoke Rapids</i>	Member <i>White Male</i>	11/1/2016 through 10/31/2019 <i>Term Number: 4</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
<b>8</b>	<b>Terry Buffaloe</b> <i>Roanoke Rapids</i>	Member <i>Black Male</i>	11/1/2017 through 10/31/2020 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
<b>7</b>	<b>Michael Felt</b> <i>Roanoke Rapids</i>	Member <i>White Male</i>	11/1/2017 through 10/31/2020 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>

## Halifax County Planning Board

1	<b>T. Patrick W. Qualls</b> <i>Roanoke Rapids</i>	Ex-Officio <i>White Male</i>	1/5/2015 through <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
2	<b>Greg Browning</b> <i>Roanoke Rapids</i>	Member <i>Black Male</i>	3/1/2016 through 2/28/2019 <i>Term Number: 6</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
3	<b>Thomas Hedgepeth</b> <i>Hollister</i>	Alternate <i>Black Male</i>	3/1/2016 through 2/28/2019 <i>Term Number: 5</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
4	<b>Robert Moore, Jr. (Vacant)</b> <i>Roanoke Rapids</i>	Member <i>Black Male</i>	12/5/2016 through 2/28/2019 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
5	<b>Neal Davis</b> <i>Littleton</i>	Alternate <i>White Male</i>	3/1/2017 through 2/28/2020 <i>Term Number: 8</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
7	<b>Tyrone Hewlin</b> <i>Enfield</i>	Member <i>Black Male</i>	3/1/2017 through 2/28/2020 <i>Term Number: 6</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
6	<b>Bentley Mohorn</b> <i>Halifax</i>	Member <i>White Male</i>	3/1/2017 through 2/28/2020 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
9	<b>Danford Josey</b> <i>Scotland Neck</i>	Member <i>White Male</i>	3/1/2018 through 2/28/2021 <i>Term Number: 7</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
8	<b>Portia Shields</b> <i>Scotland Neck</i>	Member <i>Black Female</i>	3/12/2018 through 2/28/2021 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
10	<b>Tyrone Williams</b> <i>Enfield</i>	Member <i>Black Male</i>	3/1/2018 through 2/28/2021 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>

## Airport Authority

15	Vacant		Alternate Member		through Term Number:	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
14	Vacant		Alternate Member		through Term Number:	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
13	Vacant		Alternate Member		through Term Number:	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
12	Vacant		Alternate Member		through Term Number:	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
3	Dia Halifax	Denton	Ex-Officio White Female		through Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
2	Mary Halifax	Duncan	Ex-Officio White Female		through Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
8	Calvin Roanoke Rapids	Potter	Secretary White Male	2/1/2015	through 1/31/2018 Term Number: 8	Appointed by: Roanoke Rapids City Council Eligible for reappointment? <b>No</b>
9	Geneva Rich Square	Riddick-Faulkner	Member Black Female	5/2/2017	through 1/31/2018 Term Number: 0	Appointed by: Northampton County Commissioners Eligible for reappointment? <b>Yes</b>
11	Vernon J. Roanoke Rapids	Bryant	Member Black Male	2/1/2016	through 1/31/2019 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
7	Edward Lee Halifax	Clements	Member White Male	2/1/2016	through 1/31/2019 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
6	Julia Weldon	Meacham	Member White Female	2/1/2016	through 1/31/2019 Term Number: 5	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>No</b>
1	Chris Roanoke Rapids	Canady	Member White Male	2/1/2017	through 1/31/2020 Term Number: 1	Appointed by: Roanoke Rapids City Council Eligible for reappointment? <b>Yes</b>
10	Robert Roanoke Rapids	Clark	Member Black Male	2/1/2017	through 1/31/2020 Term Number: 4	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>No</b>
4	Fannie Gaston	Greene	Black Female	2/1/2017	through 1/31/2020 Term Number: 4	Appointed by: Northampton County Commissioners Eligible for reappointment? <b>Yes</b>
5	Andrew Rocky Mount	Roy	Member White Male	2/1/2017	through 1/31/2020 Term Number: 2	Appointed by: Halifax-Northampton Airport Authority Eligible for reappointment? <b>Yes</b>

## Health Board

<b>2</b>	<b>Raj Bhagwandass (Vacant)</b> <i>Roanoke Rapids</i>	Dentist <i>Asian Male</i>	1/1/2014 through 12/31/2016 <i>Term Number: 3</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
<b>11</b>	<b>Justin Blackmon</b> <i>Roanoke Rapids</i>	Engineer Position <i>White Male</i>	1/1/2016 through 12/31/2018 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
<b>1</b>	<b>Donald Crowder</b> <i>Roanoke Rapids</i>	At-Large Member <i>White Male</i>	1/1/2016 through 12/31/2018 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
<b>3</b>	<b>Eloise P. Hardee</b> <i>Roanoke Rapids</i>	Registered Nurse <i>White Female</i>	1/4/2016 through 12/31/2018 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
<b>10</b>	<b>Belinda Hill</b> <i>Roanoke Rapids</i>	At-Large Member <i>Black Female</i>	1/1/2016 through 12/31/2018 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
<b>9</b>	<b>Kimberly Mack</b> <i>Littleton</i>	At-Large Member <i>Black Female</i>	1/1/2016 through 12/31/2018 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
<b>8</b>	<b>Carol Anne Rupe</b> <i>Roanoke Rapids</i>	Physician <i>White Female</i>	1/4/2016 through 12/31/2018 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
<b>6</b>	<b>Melissa Woodruff</b> <i>Weldon</i>	Pharmacist <i>White Female</i>	1/1/2016 through 12/31/2018 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
<b>4</b>	<b>Carolyn Johnson</b> <i>Littleton</i>	County Commissioner <i>Black Female</i>	1/1/2017 through 12/31/2019 <i>Term Number: 5</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
<b>5</b>	<b>Louis V. Mann, III</b> <i>Roanoke Rapids</i>	Veterinarian <i>White Male</i>	4/3/2017 through 12/31/2019 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
<b>7</b>	<b>Delisha Moore</b> <i>Roanoke Rapids</i>	Optometrist <i>White Female</i>	1/1/2017 through 12/31/2019 <i>Term Number: 3</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>

## Industrial Facilities & Pollution Control

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

## Juvenile Crime Prevention Council

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

<b>21</b>	<b>Sonynia</b> <i>Halifax</i>	<b>Leonard</b>	Chief Court Counselor <i>Black Female</i>	2/1/2017 through 1/31/2019 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
<b>18</b>	<b>Doris</b> <i>Littleton</i>	<b>Mack</b>	At-Large Member <i>Black Female</i>	2/1/2017 through 1/31/2019 <i>Term Number: 10</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
<b>15</b>	<b>Angela</b> <i>Roanoke Rapids</i>	<b>Moody</b>	Public Health Representative <i>White Female</i>	12/4/2017 through 1/31/2019 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
<b>22</b>	<b>Barbara</b> <i>Weldon</i>	<b>Plum</b>	At-Large Member <i>Black Female</i>	2/1/2017 through 1/31/2019 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
<b>19</b>	<b>Marcelle</b> <i>Scotland Neck</i>	<b>Smith</b>	County Commissioner <i>Black Male</i>	2/1/2017 through 1/31/2019 <i>Term Number: 5</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
<b>3</b>	<b>Ellen</b> <i>Roanoke Rapids</i>	<b>Burnette</b>	At-Large Member <i>White Female</i>	2/1/2018 through 1/31/2020 <i>Term Number: 6</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
<b>6</b>	<b>Anzell</b> <i>Halifax</i>	<b>Harris</b>	Halifax Sheriff Office <i>Black Male</i>	2/1/2018 through 1/31/2020 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
<b>8</b>	<b>Joe</b> <i>Halifax</i>	<b>Long</b>	Parks & Recreation Representati <i>White Male</i>	2/1/2018 through 1/31/2020 <i>Term Number: 11</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
<b>4</b>	<b>Joseph</b> <i>Weldon</i>	<b>Sandoval</b>	Faith Community Representative <i>White Male</i>	2/1/2018 through 1/31/2020 <i>Term Number: 3</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>

## Nursing Home Advisory Committee

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

## Parks and Recreation Advisory Board

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

## Roanoke Rapids Board of Adjustment

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

## Roanoke Rapids Planning Board

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

## 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: MAY 2018 BOARD APPOINTMENTS**

**For Information Only – No Action Required**

No action is necessary at this time because Boards have until the middle of this month to make recommendations regarding these appointments.

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

**Greg Browning**

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

**Greg Browning**

-----

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

**Rose Motley**

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

**Edna Weeks and Debra Williams**

-----

## Roanoke Rapids Board of Adjustment

---

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

## Roanoke Rapids Planning Board

---

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>
4	<b>Greg Browning</b> Roanoke Rapids	ETJ Member Black Male	6/1/2015 through 5/31/2018 Term Number: 5	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>No</b>
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>

## Weldon Board of Adjustment

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

## Weldon Planning Board

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



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

**TO:** Halifax County Board of Commissioners

**FROM:** Cathy A. Scott, Economic Development Director

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

**SUBJECT:** Economic Development Report

**DATE:** April 2, 2018 Regular Meeting

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**SUPPORTING INFORMATION:**

Economic Development Report

**ATTACHMENTS:**

Description

▯ Economic Development Report

---

**TOTAL COST:**

**COUNTY COST:**

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**REQUEST:**



# ECONOMIC DEVELOPMENT UPDATE

HALIFAX COUNTY BOARD OF COMMISSIONERS

APRIL 2, 2018

# ECONOMIC INDICATORS & COMPARISONS

The background of the entire graphic is a yellow-tinted photograph of construction workers on a bridge. Three workers are visible in the upper half, and the bridge's steel truss structure is prominent in the lower half.

**7.5%**

**UNEMPLOYMENT RATE**

Compared to 8.7% in January 2017

**1,544**

**NUMBER UNEMPLOYED**

Compared to 1,813 in January 2017

**\$213,033**

**BUILDING PERMITS**

(Compared to \$981,461 in February 2017)

**\$50,510,627**

**GROSS RETAIL SALES**

Up 7.07% over January 2017 (\$47,171,570)

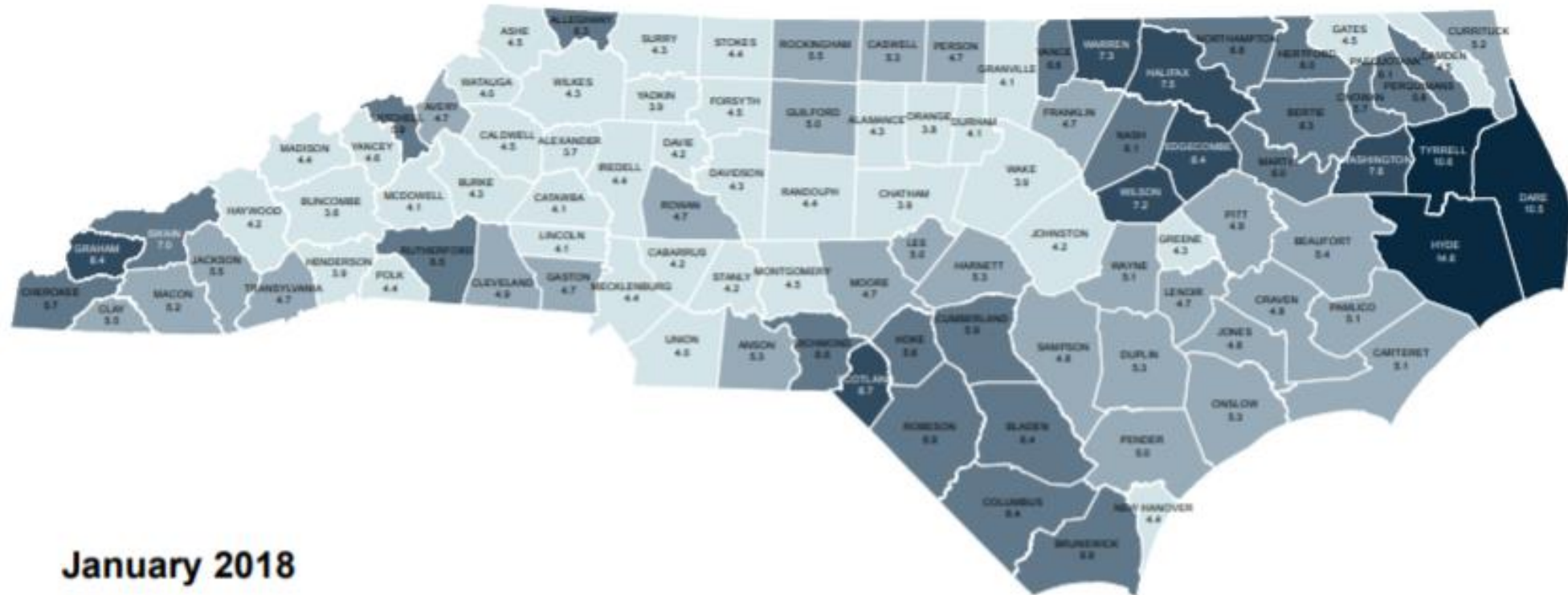
**\$890.00**

**AVERAGE WEEKLY MFG WAGE**

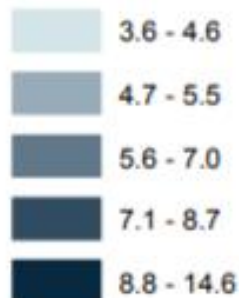
Down from \$938 2<sup>nd</sup> Qtr 2016

# North Carolina Unemployment Rates by County

## January 2018



**January 2018**



^ 93  
v 1  
= 6

Counties Higher Than Previous Month  
Counties Lower Than Previous Month  
Counties Same as Previous Month



North Carolina Rate 4.7%  
Not Seasonally Adjusted

# JOB OPENINGS IN HALIFAX COUNTY

## Jobs Available



This section shows the number of job openings advertised online in Halifax County, NC on March 31, 2018 (Jobs De-duplication Level 1).

Area Name	Job Openings
Halifax County	<u>507</u>
 	

Source: Online advertised jobs data

## Monthly Job Count



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

Area	Job Openings
Halifax County	726

Source: Online advertised jobs data



# ROANOKE RAPIDS – TOP 100 MICROPOLITAN

- Ranked by Site Selection Magazine “Top 100 Micropolitan Area” for second year in a row
- Ranked **#18 of 536 Micropolitan Areas** (Up from #32)
- Roanoke Rapids Micropolitan includes Halifax and Northampton Counties with Roanoke Rapids as center of trade and commerce
- Based on number of new and expanding industry projects meeting certain thresholds



# NCEDA MID-WINTER CONFERENCE

- Excellent speakers and networking opportunities
  - VP Dominion Energy
  - Site Selection Consultants
  - MegaSites
  - Incentives Workshop at end of conference



# SUNFLOWER & CORK OAK SOLAR PROJECTS

- Groundbreaking on March 13<sup>th</sup>
- BayWa r.e. President Attended
- Too Cold!



# GEENEX UPDATE

- Community update on Geenex accomplishments and projects in Halifax and surrounding counties
  - Center for Energy Education
  - Old Airport Solar Project
  - New Airport Project
  - Cork Oak & Sunflower
  - Chestnut Solar





# 2018 CAREER & RESOURCE FAIR

JOIN US, THERE WILL BE:

EMPLOYERS WITH IMMEDIATE JOB OPENINGS  
CAREER OPPORTUNITIES FOR ALL AGES  
VETERAN'S REPRESENTATIVE  
NC WORKS MOBILE UNIT

## EMPLOYERS/RESOURCES

AEL SPAN  
CARE ADVANTAGE  
DON PANTO  
ENVIVA PELLETS  
HALIFAX COMMUNITY COLLEGE  
HALIFAX COUNTY  
JOHN 3:16 CENTER  
MCLANE CAROLINA  
MEGA FORCE  
NATIONAL COUNCIL ON AGING  
PATCH RUBBER COMPANY  
PERDUE FARMS  
RESER'S FINE FOODS  
ROANOKE ELECTRIC  
HAMPTON INN  
HOLDEN TEMPORARIES

## REMEMBER

Be dressed for an interview

Bring your resume

Please be registered at [www.ncworks.gov](http://www.ncworks.gov)

SPONSORED BY:  
HALIFAX COUNTY DEPARTMENT OF SOCIAL SERVICES  
NC WORKS CAREER CENTER  
TURNING POINT WORKFORCE DEVELOPMENT BOARD

## DATE:

April 11, 2018

## TIME:

9:00am - 3:00pm

## PLACE:

The Centre

Halifax Community College

200 College Drive

Weldon, NC 27890

For more information call:

252-537-4188



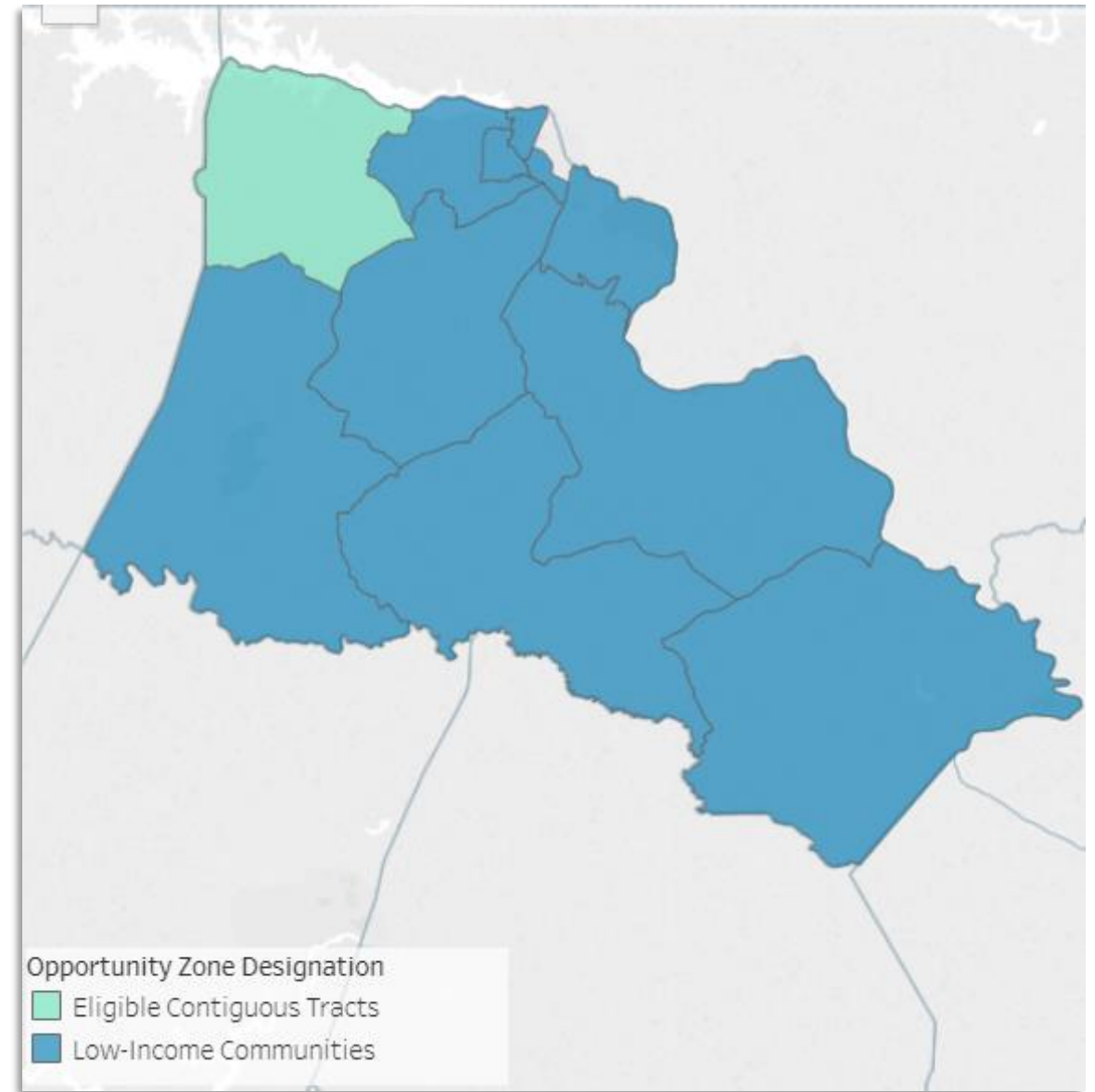
# JOB FAIR

Location: Town of Scotland Neck Municipal Building  
1310 Main Street, Scotland Neck, NC 27874

Thursday, April 19th at 6:30 p.m.

# OPPORTUNITY ZONE UPDATE

- Public comment period ended on March 27
- NC has 1,096 eligible Census tracts
- Only 25% (252) can be recommended for certification
- Governor will submit formal recommendations to US Treasury on April 20



# GOLDEN LEAF COMMUNITY-BASED GRANTS INITIATIVE

- First Project Team Meeting on March 27
- Robust discussions on issues and opportunities
- Diverse team with additional members to be added

**AGRICULTURE**

**EDUCATION**

**HEALTH**

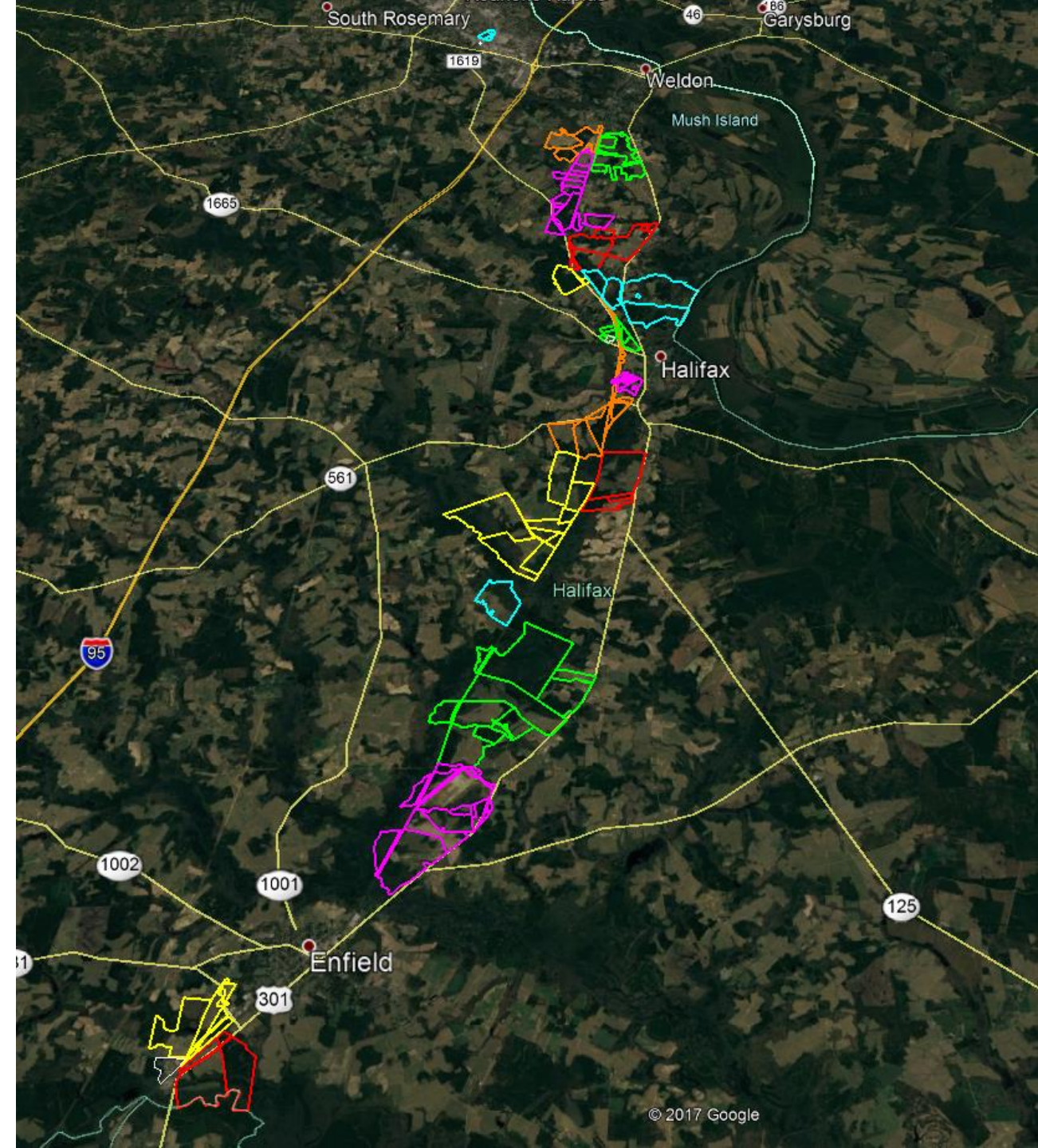
**WORKFORCE  
DEVELOPMENT**

**PUBLIC  
INFRASTRUCTURE**

**ECONOMIC  
DEVELOPMENT**

# SITE DEVELOPMENT

- Initiative with NC Railroad to identify large rail-served sites
- Sites identified with focus on 5 most feasible sites
- Rural Ready Sites Program
  - Provides funding for infrastructure development for sites





**Halifax Corporate Park**  
Halifax County, North Carolina  
NC Certified Industrial Park

# AMTRAK PROJECT

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- SPOT 5.0 Prioritization results/rankings will be released in the next few weeks
- Next – Local (RPO) point assignment



# INTERGOVERNMENTAL ASSOCIATION

- Legislative Meeting
- Senator Toby Fitch
- Representative Michael Wray
- Lee Lilley & Justin Clayton – Governor Cooper's office



An aerial photograph of a large industrial building with a grey roof, surrounded by dense green trees and parking lots. The building is the central focus, with various structures and parking areas visible around it. The text is overlaid on the left side of the image.

# FLAMBEAU BUILDING

- Project Ruther made second offer to purchase Flambeau building with 120 day due diligence period
- Working with Flambeau to resolve environmental issues identified by Phase I & Phase II

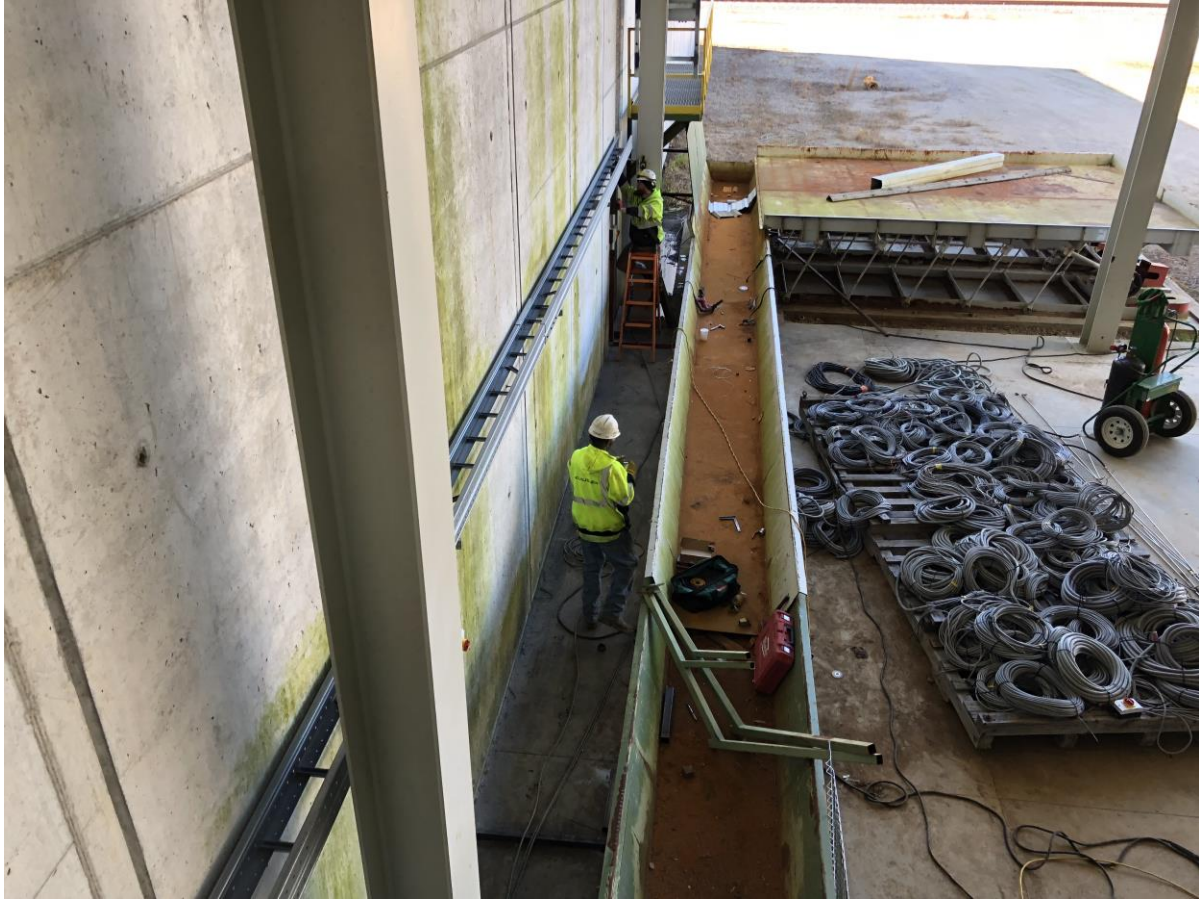
# KLAUSNER LUMBER TWO

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- Meeting with Klausner General Manager and U.S. CFO in March
- Company identifies major completion items as: equipment connections; paving; and 2<sup>nd</sup> boiler installation









# PATTON MECHANICAL

- Sewer extension planning
- Grand opening in May





**AEL SPAN and Halifax Community College have entered into a Memorandum of Understanding for three-year customized training program**

# INDUSTRIAL HEMP

- Pure-Ag NC LLC, a subsidiary of Alliance One, acquired 40% stake in Criticality LLC
- Criticality grows industrial hemp and established a pilot extraction facility in Hobgood for cannabidiol hemp oil extraction
- Ag Commissioners Troxler says that while there is a great deal of interest in high-value products from industrial hemp, such as CBD oil, the sale of these products is “pretty much illegal



# CLIENT ACTIVITY

## **NEW PROJECT INQUIRIES**

- Project Sunrise
- Project Poder (2)
- Project Alice
- Project Morris
- Project Block Chain

## **CLIENT VISITS & ACTIVITY**

- Project Castle
- Project Ruther
- Project Brew
- Project Gideon
- Project Transport
- Project Morris
- Project HLC

# HCEDC ACTIVITIES

- Continued work with NCDEQ on Westpoint/Sonrise “Ready for Reuse” designation
  - Clearance for all underground tanks at the site
- Rural Ready Sites Program
- Small Business/Entrepreneurial Development Pilot Program
- Site & Building Development with municipalities
- Economic Development Strategic Planning

# UPCOMING ECONOMIC DEVELOPMENT MEETINGS



- Golden LEAF Community Based Grants Initiative – Project Team Meeting – April 4
- Halifax Horizons Board of Directors Meeting – April 11
- State Energy Conference – April 17-18
- Food Processing Update – NCDA & EDPNC – May 22
- Select USA – June 20-22



## **Halifax County Economic Development Commission**

260 Premier Boulevard

Roanoke Rapids, NC 27870

Phone: 252-519-2630

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

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