

Halifax County Board of Commissioners

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



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

Monday February 4, 2019 Regular Meeting 9:30 AM

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

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

Call to Order

Chairman Vernon J. Bryant

Invocation and Pledge of Allegiance

Adoption of the Agenda

Conflict of Interest

Chairman Vernon J. Bryant

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

1. Consent Agenda

County Commissioners

- A. Approval of Minutes
- B. Budget Amendments
- C. Property Tax Releases - January 2019
- D. Report of 2018 Property Tax Liens and Request to Advertise
- E. Equine Education Programs for Local Horse Owners Grant

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

- A. Public Comment Period

3. Agenda Items

- A. FY 2019-2020 Community Services Block Grant Anti-Poverty Work Plan **Sallie P. Surface, CADA Executive Director**
- B. Solid Waste Fee Refunds **Greg Griffin, Public Utilities Director**
- C. Jail Expansion Project Budget Ordinance **Ian M. Bumgarner, Sr. Management Analyst**
- D. Resolution Regarding Exception to Tax Collector's Certification on Deeds **M. Glynn Rollins, Jr., County Attorney**

4. Board Appointments

- A. Board Appointments **County Commissioners**
- 5. Economic Development Report**
- 6. County Manager's Report**
- 7. County Attorney's Report**
- 8. Other Business** **County Commissioners**
- 9. Closed Session** **County Commissioners**
- A. Approval of Closed Session Minutes
- 10. Adjourn Until the February 18, 2019 Regular Meeting** **County Commissioners**

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



AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

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

SUBJECT: Approval of Minutes

DATE: February 4, 2019 Regular Meeting

SUPPORTING INFORMATION:

Attached, please find draft minutes for your review.

ATTACHMENTS:

Description

- ▢ August 6, 2018 Regular Meeting
- ▢ September 4, 2018 Regular Meeting
- ▢ September 17, 2018 Regular Meeting
- ▢ October 2, 2018 Regular Meeting
- ▢ October 15, 2018 Regular Meeting
- ▢ November 5, 2018 Regular Meeting
- ▢ November 19, 2018 Regular Meeting
- ▢ December 3, 2018 Regular Meeting

TOTAL COST:

COUNTY COST:

REQUEST: Approve the draft minutes.

**MINUTES
HALIFAX COUNTY
BOARD OF COMMISSIONERS
REGULAR MEETING
AUGUST 6, 2018**

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

The Halifax County Board of Commissioners held a Regular Meeting on Monday, August 6, 2018, at 9:30 A. M. in the Historic Courthouse, Halifax, North Carolina.

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

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

Call to Order

Chairman Bryant called the meeting to order.

Invocation and Pledge of Allegiance

Commissioner Manning 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

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

1. Consent Agenda

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

A. Budget Amendments

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

B. Property Tax Refunds and Releases - July 2018

Doris B. Hawkins, Halifax County Tax Coordinator and Collector, requested that the Board approve the property tax releases in accordance with G. S. §105-380 and G. S. §105-381. Approval of the releases was required for the records to stand corrected. The following were the tax bills that required release during the month of July 2018, but did not require a refund. The 34 accounts for tax years 2018 were in the total amount of \$18,502.69. Real property consisted of 15 elderly and disabled or veterans exemptions, six corrected appraisal data as the value was recalculated, one double-listed property, one property was exempt and should not have been billed. Personal property consisted of one corrected appraisal data as the value was recalculated, three double-listed properties, two businesses closed and sold prior to January 1, 2018, two personal properties sold and repossessed, one property was exempt and should not have been billed, one reduced personal property value due to a timely appeal with the Assessor, and one personal property billed under the wrong account.

The refund was as follows: Curtis and Agnes Young, 197 Pecan Drive, Roanoke Rapids, North Carolina 27870, parcel 0909489. The dwelling story height was entered incorrectly as two stories. The correct story height was 1.5 stories as follows: 2012 FDV \$14.76, G01 \$111.52; 2013 FDV \$14.76, G01 \$111.52; 2014 FDV \$14.76, G01 \$111.52; 2015 FDV \$15.50, G01 \$119.72; 2016 FDV \$15.50, G01 \$127.92; and 2017 FDV \$15.50, G01 \$127.92, HCS \$16.40 in the total amount of \$817.30.

C. Young Adult Services Association Symposium Scholarship

Ginny Orvedahl, Library Director, requested that the Board approve the submission of the Young Adult Services Association Symposium Scholarship application, the receipt of funds if awarded, and authorize the appropriate staff to execute the documents.

2. Special Recognition

A. In Memory of Reverend Nelson M. Johnson

Commissioner Smith read and presented a letter of special recognition in memory and honor of the distinguished life and legacy of the late Reverend Nelson Merriel Johnson to Gwendolyn Johnson, his daughter. Chairman Bryant presented Ms. Johnson with a Halifax County lapel pin.

Commissioner Smith moved to approve the letter of special recognition in memory of Reverend Nelson M. Johnson. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

3. Community Issues

A. Bishop Shelton C. Daniel, Joy Community Development Corporation

Bishop Shelton C. Daniel, Joy Community Development Corporation, 700 Rose Street, Rocky Mount, invited the Board to attend the Unity for Community Festival that would be held on September 8, 2018 from 10:00 A. M. until 2:00 P. M. at the T. J. Davis Recreation Center in Roanoke Rapids.

4. Agenda Item

A. 2019 District Court Plans

Honorable Brenda G. Branch, Chief District Court Judge, addressed the Board and provided a brief update regarding the Family Drug Treatment Court, which was funded by the County. Family Drug Treatment Court was only held when petitions were filed regarding families with substance abuse challenges. When the Halifax County Department of Social Services encountered a family with substance abuse challenges, a petition would be filed to the Family Drug Treatment Court. The Family Drug Treatment Court provided support to families through vouchers and incentives so that families could receive the needed assistance such as transportation, gas, and funding for required drug treatment. The vouchers and incentives were found to be more effective than just a judge requiring family members to receive treatment. In the past, the Family Drug Treatment Court had not encountered many families with drug abuse challenges; however, within the last year that number had increased due to the opioid crisis. It was requested that anyone who knew of families that were dealing with substance abuse challenges to submit a petition which would allow the Family Drug Treatment Court to provide assistance. A brief discussion was held regarding the Family Drug Treatment Court.

5. Public Hearing

A. Proposed Animal Control Ordinance Amendments

Bruce L. Robistow, Public Health Director, addressed the Board regarding the proposed Animal Control Ordinance amendments. In connection with a proposed grant from People for the Ethical Treatment of Animals (PETA), a number of amendments to the Halifax County Animal Control Ordinance were proposed. The PETA Grant was a separate agenda item; however, the proposed ordinance amendments were a condition of the PETA Grant. It was requested that the Board adopt the resolution to Amend Article I, Chapter 14, of the Halifax County Code of Ordinances entitled "Animals". If the resolution was not adopted by unanimous vote on the first reading, a second vote would be required at a subsequent Regular Meeting of the Board. The proposed Animal Control Ordinance amendments and the resolution to amend Article I, Chapter 14, of the Halifax County Code of Ordinances entitled "Animals" were provided for the Board's review and are attached to these minutes as Attachment B.

Chairman Bryant inquired if there were any questions from the Board regarding the proposed Animal Control Ordinance amendments.

After a brief discussion was held regarding the amount of input received from PETA on the language highlighted in the proposed ordinance and whether the language was in correlation with the ordinances of the surrounding municipalities, the affect that the ordinance would have on the court system, the definition of adequate shelter and the need for concrete flooring, the affect tethering had on adequate shelter, the number of dogs tethered in the County, the enforcement of laws already in place regarding animal cruelty, and the donations from PETA to the County in the form of dog houses, straw, etc., Commissioner Smith moved to open the public hearing. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

Susan Bolton, 221 Brad Elliott Drive, Littleton; Michael Moody, 49 Sugarberry Lane, Roanoke Rapids; Reginald Evans, 950 Reese's Store Road, Halifax; and Samuel Wes Tripp, 902 Virginia Avenue, Roanoke Rapids, addressed the Board in opposition of the proposed Animal Control Ordinance amendments.

Jacqueline Stanley, Rainbow Animal Rescue, 5700 Highway 48, Roanoke Rapids; Reailyn T. Stanback, Town of Weldon Commissioner and Animal Control Officer, 109 Washington Avenue, Weldon; Daphna Nachminovitch, PETA, 501 Front Street, Norfolk, Virginia; Robert Richardson, Halifax County Public Health Animal Control Supervisor, 19 North Dobbs Street, Halifax; Julia M. Meacham, Town of Weldon Mayor, 2 Lee Lane, Weldon; Leah Brewer, 1307 East 9th Street, Roanoke Rapids; and Monica Moody, 2089 Sam Powell Dairy Road, Roanoke Rapids, addressed the Board in favor of the proposed Animal Control Ordinance amendments.

With there being no further comments, Commissioner Smith moved to close the Public Hearing. Commissioner Manning seconded the motion, which passed unanimously by voice vote.

6. Agenda Item

- A. Proposed Grant from People for the Ethical Treatment of Animals

Bruce L. Robistow, Public Health Director, addressed the Board regarding the proposed grant from People for the Ethical Treatment of Animals, (PETA). PETA had requested that the Board consider certain amendments to the County ordinance regarding the care and treatment of animals, particularly in regards to the tethering and confinement of dogs. PETA offered to make a grant to the County to defray the cost of hiring an additional animal control officer to enforce the amended ordinance, as well as certain expenses related to the position. The grant was for a two-year period and the additional position would be a grant funded position. It was requested that the Board approve the proposed grant agreement and additional grant funded position in the Health Department for animal control enforcement.

Commissioner Manning moved to postpone any action on the proposed grant from the People for the Ethical Treatment of Animals. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

7. Action on Public Hearing

Bruce L. Robistow, Public Health Director, requested that the Board adopt the resolution to amend Article I, Chapter 14, of the Halifax County Code of Ordinances entitled “Animals”.

Commissioner Johnson moved to adopt the resolution to amend Article I, Chapter 14, of the Halifax County Code of Ordinances entitled “Animals”. Commissioner Bryant seconded the motion.

The votes were as follows:

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

8. Agenda Items

A. Louis E. Austin, Town of Enfield Historical Marker

Rodney D. Pierce, William R. Davie Middle STEM Academy, requested the Board adopt a resolution of support in applying for a historical marker to be placed in the Town of Enfield in honor of the late Louis E. Austin, publisher and editor of The Carolina Times newspaper located in Durham, North Carolina, which is attached to these minutes as Attachment C. The grandson of the late Louis E. Austin, Kenneth Edmonds, provided a letter supporting this effort. There was no County cost for this historical endeavor. It was requested that the Board adopt the resolution.

Commissioner Smith moved to adopt the resolution of support in applying for a historical marker to be placed in the Town of Enfield to honor the late Louis E. Austin. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

B. North Carolina Department of Transportation Widening of N. C. Highway 125

Scott Aman, New Dixie Oil Corporation, addressed the Board regarding the proposed center median to be constructed as a part of the widening of N. C. Highway 125 planned by the North Carolina Department of Transportation that would eliminate left turns except at controlled access areas that would have a devastating and negative impact on his business, Shell/New Dixie Mart, located at the intersection of N. C. Highway 125 and Interstate 95 along with other property and business owners that relied on pass through traffic.

Mr. Aman was in the process of developing plans to expand the Shell/New Dixie Mart that would include a diesel truck fueling infrastructure that had been shared with the North Carolina Department of Transportation. It was requested that the Board approve the following points relative to North Carolina Department of Transportation's plans for N. C. Highway 125: The plan for a divided highway and center median that mostly eliminated and or controlled left turns would negatively impact existing businesses and limit future development. The plans were over engineered and included sidewalks in an area that was not envisioned as a walking area. The continuation of the highway layout from the vicinity of Wendy's and Touchstone Bank as a five-lane highway with a center turn lane would save funds and greatly reduce the impact on property owners. The plan would also eliminate the ability of customers that were leaving Roanoke Rapids and headed to Halifax, Halifax Academy, and Interstate 95 to conveniently turn left into the Shell/New Dixie Mart, which would negatively impact his business.

The North Carolina Department of Transportation provided a potential option that included a crossover allowing a left turn that aligns/centers on his far property line closest to Roanoke Rapids and that of the neighboring property owner, which was found to be unacceptable to Mr. Aman because one of two drive openings directly in front of the business would be lost and would add a drive opening to the far end of his property that must be shared with a future unknown development. It was requested that the North Carolina Department of Transportation take these impacts into consideration and develop a plan that would achieve a balance between efficient traffic movement, the needs of businesses and their customers, and the safety of all citizens. A brief discussion was held regarding the concerns of Mr. Aman and the safety and response time regarding the ingress and egress of emergency vehicles to EMS Station 6.

Commissioner Qualls moved to authorize staff to draft a resolution to address the concerns of Scott Aman, New Dixie Oil Corporation, and to request that the North Carolina Department of Transportation consider a new design that would eliminate the proposed median that would be replaced by a center turn lane to provide safe and efficient access to existing and future landowners, businesses, and EMS Station 6. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

9. Board Appointments

Voluntary Agriculture District Board

Commissioner Smith moved to reappoint Tony Francis, Raymond Garner, Jr., and Wayne Short to serve on the Voluntary Agriculture District Board, terms expiring August 31, 2021. 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 provided a brief PowerPoint presentation regarding the monthly Halifax County Economic Development Commission Activity Report.

11. County Manager's Report

Tony N. Brown, County Manager, reminded the Board that Administrative Secretary Michelle Saunders would be visiting on August 8, 2018 at 9:30 A. M. at the Roanoke Rapids Early College.

12. County Attorney's Report

M. Glynn Rollins, Jr., County Attorney, addressed the Board stating that he had no matters for discussion under his report.

13. Other Business

There was no other business for discussion.

14. Closed Session

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

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

15. Adjourn until September 4, 2018 Regular Meeting

Commissioner Brewer moved to adjourn the meeting until the September 4, 2018 Regular Meeting. Commissioner Qualls seconded the motion, which passed unanimously by voice vote.

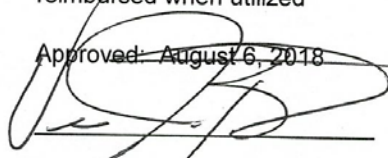
Vernon J. Bryant, Chairman
Halifax County Board of Commissioners

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

Attachment A

Budget Amendments	Fiscal Year 18 - 19	August 6, 2018
1	Cooperative Extension - Operation Restart/Restitution - Reverse original grant budget for FY 18-19	\$ 75,894.00
2	Cooperative Extension - Operation Restart/Restitution - Set up revised grant budget for FY 18-19	74,969.00
3	Cooperative Extension - Operation Restart - Reverse original grant budget for FY 18-19	104,394.00
4	Cooperative Extension - Operation Restart - Set up revised grant budget for FY 18-19	85,033.00
5	Council on Aging - Reverse estimated grant budget for FY 18-19	308,749.00
6	Council on Aging - Set up actual grant budget for FY 18-19	345,950.00
7	Cooperative Extension - Student Incentive - Reverse original grant budget for FY 18-19	85,377.00
8	Cooperative Extension - Operation Restart - Set up actual revised grant budget for FY 18-19	95,962.00
9	Health - WIC - Budget additional funds as awarded by State	18,006.00
10	DSS - Set up funding for Independent Living expenses to be reimbursed when utilized	10,000.00
11	DSS - Crisis Funding - Increase funding to actual per Funding Authorization #2 dated July 12, 2018	87,790.00
12	DSS - CP&L Project Energy Share - Reduce estimated budget to actual per funding authorizations #1 & #2 dated July 24, 2018	3,089.32
13	DSS - Home & Community Care Block Grant - Reverse original estimated grant budget for FY 18-19	314,135.00
14	DSS - Home & Community Care Block Grant - Set up actual revised grant budget for FY 18-19	284,123.00
15	DSS - Set up funding for Family Reunification expenses to be reimbursed when utilized	10,000.00

Approved: August 6, 2018



Vernon J. Bryant
Chairman

Attachment B

ARTICLE I. - IN GENERAL

Sec. 14-1. - Definitions.

For the purpose of this article, the following definitions shall apply:

Adequate food means the provision at suitable intervals, not to exceed 24 hours, of a quantity of wholesome foodstuff suitable for the species and age, sufficient to maintain a reasonable level of nutrition for the animal.

Adequate shelter means provision of and access to shelter that is suitable for the species, age, condition, size, and type of each animal; provides adequate space for each animal; is safe and protects each animal from injury, rain, sleet, snow, hail, direct sunlight, the adverse effects of heat or cold, physical suffering, and impairment of health; is properly cleaned; enables each animal to be clean and dry, , provides a solid surface, resting platform, that is large enough for the animal to lie on in a normal manner and can be maintained in a sanitary manner.

Adequate water means access at suitable intervals to a supply of clean, fresh water provided in clean, durable receptacles that are accessible to each animal and are placed so as to minimize contamination of the water by excrement and pests or an alternative source of hydration consistent with generally accepted husbandry practices.

Adult means a person 18 years of age or older who has not been judicially declared incompetent.

Ambient temperature means the temperature surrounding the animal.

Animal means every living creature, domestic or nondomestic, but does not include humans and does not include invertebrates.

Animal bite means an animal bite occurs when the teeth of the biting animal breaks the skin of a human being, regardless of location of the bite on the body.

Animal control officers means any animal control officer employed by the jurisdiction.

Animal control supervisor means the officer placed in supervision of the animal control officers, activities of the jurisdiction.

Animal control unit means the animal control component of the department that includes the animal control function for the jurisdiction, however denominated.

Animal cruelty investigators means all persons appointed by the board of county commissioners as county animal cruelty investigators under G.S. chapter 19A.

Animal shelter means the animal shelter, or any other designated facilities, operated and maintained by Halifax County for the purpose of impounding animals under the authority of this chapter or the general statutes for care, confinement, return to owner, adoption or euthanasia.

Cat means a domestic feline of either sex.

Competent person means a person of suitable age and discretion to keep an animal under sufficient control in order to prevent harm to the animal, humans, other animals or property.

County means Halifax County exclusive of territory under the jurisdiction of municipalities.

Dangerous/potentially dangerous dog means any animal whose behavior constitutes a risk of severely injuring or killing a human or domestic animal or which, by nature, is commonly accepted as dangerous. The following criteria shall be used in identifying a "dangerous dog":

- (1) A dog that, without provocation, has killed or inflicted severe injury on a person. Any dog which has killed a person shall be immediately euthanized by the animal control unit.
- (2) Any dog owned or harbored primarily or in part for the purpose of dog fighting, or any dog trained for dog fighting.

Attachment B

- (3) A dog that is determined by the person or board designated by the county or municipal authority responsible for animal control to be "potentially dangerous" because the dog has engaged in one or more behaviors listed below. The following criteria shall be used in identifying a "potentially dangerous dog":
- A dog that has inflicted a bite on a person that resulted in broken bones, disfiguring lacerations, or requiring surgery or hospitalization.
 - A dog that has killed or inflicted severe injury upon a domestic animal when not on the owner's real property.
 - A dog that has approached a person when not on the owner's property in a vicious or terrorizing manner in an apparent attitude of attack.
- (4) An animal shall not be deemed dangerous solely because it bites, attacks, or menaces:
- Anyone assaulting the owner or trespassing on the owner's property;
 - Any person or other animal that has tormented or abused it; or
 - While protecting or defending its young.

Day means a period of 24 hours, including Saturdays, Sundays, and holidays.

Department means the Halifax County Department of Health.

Dog means a domestic canine of either sex.

Domesticated means any animal kept, cared for, sheltered, fed, or harbored for use as a pet, labor, or as a source of food or income.

Exotic animals means wild predatory carnivorous animals including, but not limited to: bobcats, lions, tigers, cougars, lynxes, ocelots, and hybrids thereof.

Exposed to rabies means any animal or human bitten by or exposed to the saliva or neural tissue of any animal known or suspected to have been infected with rabies.

Euthanize means to cause painless death.

Fence means any enclosed area of sufficient height and fabric to securely confine a pet.

Health director means the director of the Halifax County Department of Health.

Humanely clean conditions means that carcasses, debris, food waste and excrement are removed from the primary enclosure with sufficient frequency to minimize the animals' contact with the above-mentioned contaminants; the primary enclosure is sanitized with sufficient frequency to minimize odors and the hazards of disease; and the primary enclosure is cleaned so as to prevent the animals confined therein from being directly or indirectly sprayed with a stream of water, or directly or indirectly exposed to hazardous chemicals or disinfectants.

Hunting dogs means a pack of dogs (2 or more) of a breed commonly known to be used for hunting, who are kept by an owner/keeper/harbinger who possesses a valid hunting license for lawful hunting purposes and specifically excluding pit bull type dogs.

Impoundment means the placement of an animal in the custody of the animal control unit or person duly authorized by ordinance of the board of county commissioners or by the general statutes for such purposes.

Incorporated area means property within the cities of Enfield, Halifax, Hobgood, Littleton, Roanoke Rapids, Scotland Neck, or Weldon.

Kennel means a commercial establishment wherein any person buys, sells, boards, breeds, grooms, lets for hire, or trains dogs.

Neutered male means any male dog or cat which has been rendered sterile by a surgical procedure.

Attachment B

Penned area means an outside area enclosed by a fence of height and material sufficient to keep a dog from escaping the enclosed area, and having minimum enclosed space of not less than 10 feet by 10 feet for one dog. Except for hunting dogs, for each additional dog there shall be an additional 50 square feet of space of penned area.

Owner/keeper/harbinger means any person, group of persons, firm, partnership, corporation, organization, or association, owning, keeping, or harboring, or any person having charge of sheltering, feeding, or taking care of and animal for seven or more consecutive days an animal unless such animal is being boarded for a fee. The owner/keeper/harbinger is responsible for the care, actions and behavior of his/her animals.

Owner's real property means any real property owned or leased by the owner of the animal, but does not include any public right-of-way or common area.

Public nuisance means a public nuisance is that which annoys and disturbs the rights and privileges common to the public or to all the people of the community, rendering their ordinary use or occupation of their property physically uncomfortable to them, or constituting a health hazard to any person.

Secured enclosure means a padlocked pen, with a concrete bottom and a secured top and/or a locked home or locked outbuilding with a concrete bottom, all having minimum space of not less than 10 feet by 10 feet and used to contain one dog only.

Security dog means a dog that is trained and certified to attack or otherwise respond aggressively with or without command when on owner's real property.

Severe injury means any injury that results in broken bones or lacerations, or requires cosmetic surgery or hospitalization.

Spayed female means a female dog or cat which has been rendered sterile by a surgical procedure.

Stray means any dog or cat within the county wandering at large or lost or which does not bear evidence of the identification of any owner or any dog or cat within the county whose owner, if determinable, has failed to pay for and procure a county license and rabies vaccination tag.

Suspected of having rabies means an animal which has bitten or exposed to saliva or neural tissue a person or another animal or a wild animal which has bitten a person or domestic animal.

Trespass means wrongful invasion of the property of the owner.

Unincorporated area means any area of Halifax County not within an "incorporated area" as defined above. This term shall also apply to areas within the corporate limits of any town or municipality in the county if the governing body of such town or municipality adopts a resolution indicating that it is to be treated as an unincorporated area under this chapter.

Vaccination means the administration of rabies vaccine as required by G.S. chapter 130A-185.

Veterinarian consultant means a licensed veterinarian who will provide veterinarian services.

Wildlife means any non-domesticated native mammal which can normally be found in the wild state, particularly those feral, dangerous or nondomestic animals which generally do not live in or about the habitation of humans, including, but not limited to, deer, lions, racoons, skunks, snakes, squirrels, etc.

(Ord. of 1-7-02)

Sec. 14-2. - Territorial application.

This chapter shall be effective within the unincorporated areas of the county.

(Ord. of 1-7-02)

Attachment B

Sec. 14-3. - Animal control advisory committee/appellate board.

The county board of health, or duly appointed subcommittee thereof, as determined by the board, shall act as the animal control advisory committee and appellate board.

(Ord. of 1-7-02)

Sec. 14-4. - General duties of animal control unit.

The animal control unit is charged with the responsibility of:

- (1) Enforcing all general statutes, county ordinances, and public health laws relating to the care, custody and control of domestic animals, especially with regard to vaccination of dogs and cats against rabies and the secure confinement or leashing and muzzling of dangerous animals within the jurisdiction. Notwithstanding the foregoing, reference is made to G.S. chapter 67 and 130A-184 et seq.
- (2) Making canvasses of the county, including homes and businesses, as necessary, for the purpose of ensuring compliance with this chapter or the general statutes.
- (3) Investigating all reported animal bites or other human physical contact with a suspected rabid animal, enforcing quarantine ordered of any dog or cat involved, and submitting bite reports and reports of human contacts to the health director.
- (4) Investigating complaints of county residents with regard to domestic animals exclusive of barking dogs.
- (5) Protecting animals from neglect and abuse. Investigating cruelty or animal abuse with regard to dogs, cats and other animals and enforcement of state law and county ordinances regarding cruelty.
- (6) Investigating all reports or observations of incidents of harassment or of injuries to domesticated livestock caused by animals.
- (7) Seizing and arranging for impoundment, where deemed necessary, of any dog or cat involved in a violation of this chapter or the general statutes.
- (8) Operating the county animal shelter pursuant to policies adopted by the board of health.
- (9) Keeping, or causing to be kept, accurate and detailed records of:
 - a. Seizure, impoundment, and disposition of all animals coming into custody of the animal control unit.
 - b. Bite cases, violations and complaints, and investigation of same, including names and addresses of persons bitten, date, circumstances, and breed.
 - c. All monies collected as fees and penalties.
 - d. Any other matters deemed necessary by the animal control supervisor.
- (10) The animal control supervisor, officers, sheriff, and sheriff's deputies of the jurisdiction are hereby empowered to issue citations to any person if there is probable cause to believe that such person has violated provisions of this chapter.
- (11) Animal control officers are duly authorized by the health director to store at the animal shelter or carry in departmental vehicles firearms approved for use and use such firearms when necessary to enforce sections of this chapter or other applicable laws for control of wild, exotic, dangerous, or diseased animals.

(Ord. of 1-7-02)

Attachment B

Sec. 14-5. - Interference or concealment.

- (a) Interference. It shall be unlawful for any person to interfere with, hinder, molest, resist or obstruct animal control officers, agents, or veterinarians in the performance of any duty authorized by law or ordinance, or to seek to release any domestic animal in the custody of such agents (including from traps, cages, or other enclosures) except as specifically provided or authorized by the department.
- (b) Concealment of dogs and cats. It shall be unlawful for any person to conceal, for the purpose of evading the rabies vaccination requirement of the law, any unlicensed or unvaccinated dog or cat from any employee of the department.

(Ord. of 1-7-02)

Sec. 14-6. - Public nuisances prohibited.

It shall be unlawful for any person to own, keep, or maintain a domestic animal in such a manner as to constitute a public nuisance. By way of example and not of limitation, the following acts or actions by an owner/keeper of an animal are hereby declared to be a public nuisance and are therefore unlawful:

- (1) Having a domestic animal that disturbs the rights of, threatens the safety of, or damages a member of the general public, or interferes with the ordinary use and enjoyment of one's property.
- (2) Allowing or permitting an animal to injure or kill a domestic animal or damage the property of anyone other than its owner or possessor, including, but not limited to, turning over garbage containers, or damaging gardens, flowers, or vegetables, or defecating upon the property of another.
- (3) Maintaining domestic animals in an unsanitary environment which results in offensive odors or is dangerous to the animal or the public health, safety or welfare, or a failure to maintain a condition of good order and cleanliness which reduces the probability of transmission of disease.
- (4) Maintaining the owner's property in a manner that is offensive, annoying or dangerous to the public health, safety or welfare of the community because of the number, type, variety, density or location of domestic animals on the property.
- (5) Maintaining a domestic animal that is diseased and a hazard to public health.
- (6) Maintaining domestic animals that chase, snap at, or attack pedestrians, joggers, animals walked on a leash by owners, bicycles or other vehicles.

In addition to any other enforcement remedies available under this chapter, if the animal control supervisor declares an animal to be a nuisance under this section, then the animal control supervisor has the authority to order the owner to confine the animal in accordance with the animal control supervisor's instructions. It shall be unlawful for the owner to fail to comply with such an order or with the instructions in the order.

Owners or keepers of domestic animals determined to be nuisances shall be notified and ordered to abate such nuisance within 48 hours by whatever means necessary. Failure to comply within the designated time frame shall constitute a separate offense for each day the violation continues thereafter.

(Ord. of 1-7-02)

Sec. 14-7. - Confinement of female dog or cat during estrous.

Any owner/keeper of a female dog or cat during its estrous period shall confine such animal in a building or secure enclosure in such a manner that the dog or cat will not be in contact with male dogs or cats, or attract other animals. This section shall not be construed to prohibit the intentional breeding of animals within an enclosed area on the premises of the owner of the animal which is being bred.

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(Ord. of 1-7-02)

Sec. 14-8. - Dangerous/potentially dangerous dogs restricted.

- (a) General provisions. It shall be unlawful for any person to own or in any way maintain or harbor a dog which is dangerous/potentially dangerous, except as provided in this chapter.
- (b) Exemptions. The provisions of this chapter do not apply to dogs causing injuries when used accordingly:
 - (1) By law enforcement agencies to carry out official law enforcement duties;
 - (2) Functioning lawfully as hunting or herding dogs, or as in controlling predators on the property of, or under control of, the owner/keeper when performing duties appropriate to such functions;
 - (3) Protecting the owner's/keeper's property from trespassers and other criminal perpetrators;
 - (4) Protecting itself from assault, tormenting, or abuse.
- (c) Enforcement. If the board of determination composed of the animal control officer(s), supervisor, and health director, has determined that a dog is dangerous/potentially dangerous, the owner shall then be notified immediately in writing. The owner shall surrender the dog to the county animal shelter within 24 hours of such notification. After five working days, the county animal shelter shall have the authority, subject to the provisions of subsection (f) of this section, to dispose of the dog by euthanasia.
- (d) Appeal. Any person who owns a dog that has been declared dangerous/potentially dangerous shall have the right to appeal this decision to board of health or its designee. The owner of a dog declared dangerous shall have the right to request a hearing contesting that determination by submitting a written request to the health director within five working days of the determination that the animal is dangerous.
- (e) Hearing procedures. The board of health or its designee shall conduct a hearing to determine whether the board of determination's designation of the animal as dangerous/potentially dangerous is correct. If the dog is judged not to be dangerous/potentially dangerous it shall be returned to the owner without charge. If the dog is determined to be dangerous/potentially dangerous, then the county animal shelter shall dispose of the dog according to subsection (c) of this section. Any person who owns a dog affirmed dangerous/potentially dangerous by the board of health or its designee shall have the right to appeal this decision to superior court. In the event of an appeal to the courts of the decision of the board of health, the dog shall be confined at the county animal shelter. The dog owner shall be responsible for paying all boarding and other associated expenses incurred during the appeal process.
- (f) Enclosures for dangerous/potentially dangerous dogs. If a dog has been determined to be dangerous/potentially dangerous, as specified in this section, the owner may retain the dog upon satisfying the following conditions:
 - (1) Within 30 days the owner must erect and confine the dog in a secured enclosure, as defined in Section 14-1 of this Article.
 - (2) A warning sign of at least 120 square inches must be visible from each exposure of the structure which is visible to any adjoining property. Each sign must have a graphic representation of an appropriate animal such that the dangerousness of the animal is communicated to those who cannot read, including young children.
 - (3) The owner of the dog shall be responsible to ensure that the secured enclosure is maintained in such a condition as to meet the requirements of this chapter. Failure to maintain the enclosure shall subject the owner to penalty under this chapter.
- (g) Confinement, muzzling and control of dangerous/potentially dangerous dogs. It shall be unlawful for any owner or person to keep any dangerous/potentially dangerous dog within the county unless it is confined within a secured enclosure or unless it is securely muzzled and under restraint by a

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competent person who, by means of a leash or chain, has such animal firmly under physical restraint at all times.

- (h) Tattooing/microchip. Within seven days of meeting the requirements as set forth in this section, the owner of a dangerous/potentially dangerous dog must have such dog tattooed on the inside of the right hind leg with an identification number or micro-chip identification as directed by the animal control unit.
- (i) Notification. Within 72 hours of:
 - (1) Change of address or ownership of a dangerous/potentially dangerous dog, the owner shall provide written notification of the change of address or ownership to the animal control unit stating the full name, address, and location of the new owner or possessor of the dog.
 - (2) Death of a dangerous/potentially dangerous dog, the owner shall provide written notification of the dog's death to the animal control unit. If the dog's body is not available, the notification shall fully identify the dog and bear the notarized signature of the owner and a licensed veterinarian attesting to the death of the dog.

(Ord. of 1-7-02)

Sec. 14-9. - Collection of dogs and cats for resale prohibited.

- (a) Collection for resale prohibited. It shall be unlawful for any person to collect any dog or cat within the county for the purpose of resale. This shall include but is not limited home solicitations or the setting of traps on any land within the county for the purpose of reselling animals.
- (b) Exemption. At the discretion of the board of health, the animal control unit may, out of necessity, sell euthanized dogs or cats to approved third parties for disposition.

(Ord. of 1-7-02)

Sec. 14-10. - Exotic animals prohibited.

- (a) Exotic animals prohibited. It shall be unlawful for any person, firm, or corporation to import, sell, possess, transport, or participate in importation for the purpose of selling or possession, into the county, any non-indigenous predatory carnivores such as but not limited to:
 - (1) Lions, tigers, leopards, ocelots, jaguars, cheetahs, wolves and hybrids thereof; or
 - (2) Any dangerous animal which by its physical characteristics and natural instincts is capable of causing death or serious bodily injury to persons.
- (b) Exemption. This section shall not apply to traveling circuses or other exhibits permitted by federal and the general statutes regulations.

(Ord. of 1-7-02)

Sec. 14-11. - Animal fighting and baiting prohibited.

- (a) Causing, instigating or permitting. No person shall bait, cause, instigate or permit any dogfight, cockfight, bullfight or other combat between animals or between an animal and a human.
- (b) Facilities and equipment. It shall be unlawful for any person to maintain, own, or possess facilities or equipment for the purpose of training animals with the intent that the animal be used in fighting or baiting of such animal or any other animal. All equipment possessed with the intent to violate this chapter shall be contraband and seized whenever found, and be destroyed upon conviction of the

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possessor or owner under this chapter. This chapter does not prohibit the possession of facilities or equipment for the training of animals by kennels or animal obedience schools if such kennels or schools are registered with the state department of agriculture.

- (c) Transportation. It shall be unlawful for any person to transport an animal with the intent that the animal be used in fighting or baiting of such animal or any other animal.
- (d) Transfer. It shall be unlawful for any person to buy, sell, give transfer, or deliver an animal to another with the intent that the animal be used in fighting or baiting of such animal or any other animal.

(Ord. of 1-7-02)

Sec. 14-12. - Mistreatment of animals prohibited.

It shall be unlawful for any person to subject or cause to be subjected any animal to cruel treatment or deprive or cause to be deprived any domestic animal of adequate food, water, and necessary medical attention. Adequate shelter, protection from the weather, or humane, clean conditions shall be provided for dogs and cats.

- (1) Adequate food and water. No person owning or responsible for any domestic animal may fail to supply the animal with adequate food and water defined in this Section 14-1 of this Article.
- (2) Necessary medical attention. No person owning or responsible for any domestic animal shall fail to supply the animal with necessary medical attention when the animal suffers from illness, injury, or disease.
- (3) Adequate shelter, protection from the weather and humanely clean conditions. No persons owning or responsible for any dog or cat shall fail to provide the animal with adequate shelter in humanely clean conditions as those terms are defined in Section 14-1 of this Article.
 - a. When confinement prohibited. No animal may be confined in a building, enclosure, car, boat, vehicle or vessel of any kind when extreme heat or cold will be harmful to its health.
 - b. Prohibition Against Tethering of Dogs. It shall be unlawful to tether an unattended dog outdoors, including hunting dogs. When on the property of the dog owner, dogs may run loose when attended by a responsible person who can control the dogs either by voice commands or by a leash. When on the property of the dog owner, dogs may run unattended if kept in a penned area, secured enclosure or an area surrounded by an effectively operating electronic fence. The prohibition regarding when or where dogs may run loose shall not apply to hunting dogs when they are being used for lawful hunting purposes.
- (4) Properly fitted collars required. An owner/keeper of a dog or cat shall not permit injury or inflict pain upon such animal from an improperly fitting or embedded collar.

(Ord. of 1-7-02)

Sec. 14-13. - Cruel treatment prohibited.

- (a) Molestation, torture, etc., prohibited. It shall be unlawful for any person to molest, torture, torment, deprive of necessary sustenance, cruelly beat or treat, needlessly mutilate or kill, wound, injure, poison, abandon or subject to conditions detrimental to its health or general welfare any animal or to cause or procure such action. The words "torture" and "torment" and the term "cruelly beat or treat" shall be held to include any act, omission or neglect whereby unjustifiable physical pain, suffering or death is caused or permitted; but such terms shall not be construed to prohibit an animal control officer, or veterinarians from euthanizing dangerous, unwanted, or injured animals in a humane manner. Violations of this subsection shall be designated a Class I misdemeanor.

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- (b) Luring, enticing, seizing, molesting or teasing an animal. It shall be unlawful for any person to entice or lure any animal out of an enclosure or off the property of its owner or keeper, or to seize, molest or tease any animal while the animal is held or controlled by its owner or keeper, or while the animal is on the property of its owner or keeper. Such actions of luring, enticing and seizing shall not be construed to prohibit lawful taking of animals under the jurisdiction and regulations of this chapter by duly authorized animal control officers.
- (c) Abandonment. It shall be unlawful for any owner or person responsible for any domestic animal to drop or leave such animal on a street, road, highway, or in a public place or on private property with intent to abandon without provision for its continuous care, sustenance and shelter. No owner of a domestic animal shall abandon such animal except to relinquish the animal to the animal shelter. If the animal control unit finds that a domestic animal has been abandoned, the animal may be impounded. If the domestic animal has been abandoned in a house or within a fenced area, the animal control unit must make a reasonable effort to locate the owner or manager of the property. If the property owner or manager is not the animal owner, then the animal control unit shall secure permission to remove the animal. If the property owner is also the animal owner and this individual cannot be located, the animal control unit shall post notice on the door of the individual's residence for the period of 72 hours. An animal seized pursuant to this section shall be impounded for a period of five days. If the owner contacts the animal control unit to reclaim the animal, an explanation for the animal's abandonment must be provided to the satisfaction of the animal control supervisor before the animal is allowed to be reclaimed. If the animal is unclaimed by its owner after five days, the animal shall be placed for adoption or euthanized.
- (d) Transport of animals. It shall be unlawful for any person to transport an animal in the trunk of a vehicle, or closed compartment vehicle or trailer, or in a truck or the back of a truck in such a way as to cause pain, suffering, or death to the animal. Nothing in this section shall be deemed to prohibit the humane transportation of horses, cattle, sheep, poultry or other livestock in trailers or other vehicles designed, constructed, and adequate for the size and number of animals being transported.
- (e) Inspection of pet stores. Animal control officers shall have the authority to conduct inspections of pet stores, to the extent not pre-empted by state law, in order to determine if there is abuse of animals. Abuse of animals shall include any act described in this section or any other act which is detrimental to the well-being of the animal. It shall be unlawful for any pet store employee or owner to violate this section.
- (f) Authority to use force against animals. Nothing in this section shall prohibit the use of force against an animal which is in the act of attacking a human or domestic animal.

(Ord. of 1-7-02)

Sec. 14-14. - Destruction of animals that cannot be seized by reasonable means.

Notwithstanding any other provision of this chapter, a dog or cat that cannot be seized by reasonable and normal means, trapped in a humane, live-capture animal trap, or tranquilized, may be humanely destroyed in the field by the responding officer upon the authorization by the animal control supervisor. Vicious or dangerous/potentially dangerous animals so designated, or an animal attacking a human being, another pet, or livestock may be immediately destroyed if, in the opinion of the animal control officer, such destruction is necessary for the protection of the public health and safety.

(Ord. of 1-7-02)

Sec. 14-15. - Setting humane animal traps and authority to received trapped animals.

The animal control unit is authorized to place, upon request, live-capture animal traps on private or public property to trap and remove stray, at large, unwanted, or nuisance dogs or cats. It is unlawful for any person other than an animal control officer to remove any dog or cat from the trap or to damage, destroy,

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move, or tamper with the trap. The animal control unit is authorized to receive and impound animals that are trapped by other agencies or persons.

(Ord. of 1-7-02)

Sec. 14-16. - Impoundment.

- (a) In general. Any dog or cat found being mistreated or kept under unsanitary or inhumane conditions, as provided in section 14-12; any dog or cat found to be cruelly treated, as provided in section 14-13; any dog or cat found to be a public nuisance, as provided in section 14-6; any dog not under control in violation of section 14-6 [14-7]; or any dog or cat which appears to be lost, stray or unwanted, or any dog or cat is found to be not wearing a currently valid license or rabies vaccination tag as required, shall be seized, impounded, and confined by the animal control officer and confined in the animal shelter in a humane manner. Impoundment of such dog or cat shall not relieve the owner thereof of any penalty which may be imposed for violation of any provision of this chapter.
- (b) Notice to owner. Immediately upon impounding a dog or cat, the animal control officer shall make reasonable effort to notify the owner and inform such owner of the conditions whereby the animal may be redeemed.
- (c) Redemption by owner. The owner of a dog or cat impounded under this chapter may redeem the animal and regain possession thereof in accordance with the rules and fees set by the board of county commissioners in the policies for operation of the county animal shelter and by complying with all applicable provisions of this chapter and by paying all fees and penalties due. Fee rates shall be available for public inspection in the office of the clerk to the board of county commissioners and at the county animal shelter.
- (d) Adoption or euthanasia of unredeemed dog or cat.
 - (1) If any impounded dog or cat is not redeemed by the owner within the period prescribed in the policies for operation of the county animal shelter, filed as stated in subsection (c) above, then such animal may be offered for adoption or destroyed in a humane manner in accordance with such policies.
 - (2) No animal owner may be permitted to claim her/his animal under the provisions of this section unless and until s/he shall comply with the provisions of the policies for operation of the county animal shelter for same.
 - (3) All unsterilized dogs and cats adopted from the animal shelter shall be either spayed or neutered in accordance with the policies for operation of the county animal shelter. Written veterinary proof of sterilization shall be promptly provided by the adopter to the animal control unit. If the person adopting the unsterilized animal fails to cause the animal to be sterilized within the time prescribed by the animal shelter, such failure shall constitute a violation of this chapter and shall subject such person to a civil penalty.
- (e) Suspected rabid dogs or cats not to be redeemed or adopted. Notwithstanding any other provision of this chapter, dogs or cats impounded which appear to be suffering from rabies shall not be redeemed or adopted but shall be dealt with in accordance with G.S. chapter 130A.
- (f) Immediate placement for adoption or euthanasia of animals surrendered by owner. An dog or cat, or unweaned animal surrendered by its owner to the animal control unit may be immediately placed for adoption or humanely destroyed at the discretion of the animal control supervisor without compliance with requirements of this section when the owner transfers ownership of such animal to the animal control unit.

(Ord. of 1-7-02)

Sec. 14-17. - Redemption of unvaccinated animal.

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- (a) Proof of vaccination. Unless proof of a current rabies vaccination can be furnished, every person who redeems a dog or cat at the animal shelter must obtain and submit the fee for a rabies vaccination to be administered at the time of redemption, or receive a citation for failure to vaccinate.
- (b) Payment. Payment for the rabies vaccination provided for this section will be the responsibility of the person redeeming the dog or cat.

(Ord. of 1-7-02)

Sec. 14-18. - Euthanasia of wounded, diseased, and unweaned animals.

Notwithstanding any other provision of this chapter, any dog or cat impounded which is badly wounded or diseased (not rabies suspect) and has no identification shall be destroyed immediately in a humane manner upon approval of the animal control supervisor or his/her designee. If the dog or cat has identification, the animal shelter shall attempt to notify the owner or keeper before euthanizing such animal. The animal control unit shall have no liability for euthanizing wounded or diseased animals.

(Ord. of 1-7-02)

Sec. 14-19. - Handling of stray dogs and cats by the public.

It shall be unlawful for any person, without the consent of the owner or keeper, knowingly and intentionally to harbor, keep in possession by confinement or otherwise any dog or cat that does not belong to him/her. Any person in possession of a stray dog or cat shall contact the animal control unit within three days to arrange for impoundment or advertise such stray animal in the local media for three consecutive days. Should the harbinger of the stray animal select to advertise the animal, and the owner of such animal does not respond by the tenth day following the initial appearance of such stray dog or cat, the individual who has advertised shall be deemed the legal owner and shall abide by rules set forth within this chapter and the general statutes.

(Ord. of 1-7-02)

Sec. 14-20. - Relation to hunting laws.

Nothing in this chapter is intended to be in conflict with the general statutes regulating, restricting, authorizing or otherwise affecting dogs while used in lawful hunting.

(Ord. of 1-7-02)

Sec. 14-21. - Penalties.

The following penalties shall pertain to violations of this chapter:

- (1) Misdemeanor. The violation of any provision of this chapter shall be a misdemeanor and any person convicted of such violation shall be punishable as provided in G.S. 14-4 or other applicable law. Each day's violation of this chapter is a separate offense. Payment of a fine imposed in criminal proceedings pursuant to this subsection does not relieve a person of his liability for taxes or fees imposed under this chapter.
- (2) Enforcement. Enforcement of this chapter may include any appropriate equitable remedy, injunction or order of abatement issuing from a court of competent jurisdiction pursuant to G.S. 153A-123(d) and (e).

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- (3) Issuance of a citation. Issuance of a citation for violation of this chapter is directed toward and against the owner and/or possessor of an animal. The purpose of the issuance of a citation is to affect the conduct of the owner of an animal by seeking to have an owner responsibly maintain sufficient restraint and confinement of his/her animal. An owner of an animal shall be subject to escalating penalties for each violation of the section, whether the animal is the same animal or any different animals belonging to the owner.
- (4) Civil penalties. In addition to and independent of any criminal penalties and other sanctions provided in this chapter, violation of this chapter may also subject the offender to the civil penalties hereinafter set forth.
- a. The animal control supervisor, officers, sheriff, or sheriff's deputies may issue to the known owner/keeper of any animal, or to any other violator of the provisions of this chapter, a ticket or citation giving notice of the alleged violation(s). Tickets or citations so issued may be delivered in person or mailed by certified or registered mail to the person charged if that person cannot be readily found. The ticket or citation shall impose upon the violator a minimum civil penalty of \$25.00 or such greater amounts for offenses as may be set by ordinance. The imposed civil penalty shall be paid in full to the animal control unit within 14 days of receipt of the citation assessing the civil penalty. This civil penalty is in addition to other fees or costs authorized by this chapter.
 - b. In the event that the owner or keeper of an animal or other alleged violator does not appear in response to the above described ticket or citation, or the applicable civil penalty is not paid within the time period prescribed, a civil action may be commenced to recover the penalty and costs associated with collection of the penalty, and/or criminal summons may be issued against the owner or keeper or other alleged violator of this chapter, and upon conviction, the owner shall be punished as provided by state law. The animal control supervisor is expressly authorized to initiate and prosecute small claims actions in district court to collect civil penalties and fees due the department and may call on the jurisdiction's attorney for assistance as needed.
 - c. The following civil penalties are hereby established and subject to revision by the board of county commissioners for each incident violation of this chapter:

Animal Control Civil Penalty Fee Schedule

Section Violation	Description	Fee
14-5(A)	Interference of animal control officer, agent, or trap	250.00
14-5(B)	Concealment of animal to evade ordinance	100.00
14-6	Public nuisance:	
	First violation	25.00
	Second violation	50.00
	Subsequent violations	100.00

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14-8	Keeping dangerous/potentially dangerous animal:	
	Unattended/Loose/Unrestrained	500.00
	Failure to tatoo/microchip	500.00
	Failure to notify of change of address or death	500.00
14-9	Collection of dogs and cats for resale	500.00
14-10	Keeping exotic animal	500.00
14-11	Animal fighting and baiting	500.00
14-12	Mistreatment of animals	500.00
14-13	Cruel treatment of animals	500.00
14-19	Keeping stray animal	50.00
14-27	Failure to obtain rabies vaccination	100.00
14-34	Release of suspected rabid animal	500.00
14-35	Rabies quarantine, failure to surrender	250.00

(Ord. of 1-7-02)

Secs. 14-22—14-26. - Reserved.

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A RESOLUTION TO AMEND ARTICLE I, CHAPTER 14, OF THE HALIFAX COUNTY
CODE OF ORDINANCES ENTITLED "ANIMALS"

IT IS HEREBY RESOLVED that Article I, Chapter 14, of the Halifax County Code of Ordinances, entitled "Animals" is amended in the following manner:

1. Under Section 14-1, "Definitions":

a. The definition of *adequate shelter* is re-written to read:

Adequate shelter means provision of and access to shelter that is suitable for the species, age, condition, size, and type of each animal; provides adequate space for each animal; is safe and protects each animal from injury, rain, sleet, snow, hail, direct sunlight, the adverse effects of heat or cold, physical suffering, and impairment of health; is properly cleaned; enables each animal to be clean and dry, provides a solid surface, resting platform, that is large enough for the animal to lie on in a normal manner and can be maintained in a sanitary manner.

b. The definition of *adequate water* is re-written to read:

Adequate water means access at suitable intervals to a supply of clean, fresh water provided in clean, durable receptacles that are accessible to each animal and are placed so as to minimize contamination of the water by excrement and pests or an alternative source of hydration consistent with generally accepted husbandry practices.

c. After the definition of *health director* the following definitions of *humanely clean conditions* and *hunting dogs* are added:

Humanely clean conditions means that carcasses, debris, food waste and excrement are removed from the primary enclosure with sufficient frequency to minimize the animals' contact with the above-mentioned contaminants; the primary enclosure is sanitized with sufficient frequency to minimize odors and the hazards of disease; and the primary enclosure is cleaned so as to prevent the animals confined therein from being directly or indirectly sprayed with a stream of water, or directly or indirectly exposed to hazardous chemicals or disinfectants.

Hunting dogs means a pack of dogs (2 or more) of a breed commonly known to be used for hunting, who are kept by an owner/keeper/harbinger who possesses a valid hunting license for

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lawful hunting purposes and specifically excluding pit bull type dogs.

d. After the definition of *neutered male* the following definition of *penned area* is added:

Penned area means an outside area enclosed by a fence of height and material sufficient to keep a dog from escaping the enclosed area, and having minimum enclosed space of not less than 10 feet by 10 feet for one dog. Except for hunting dogs, for each additional dog there shall be an additional 50 square feet of space of penned area.

e. The definition of *secure enclosure* is deleted and replaced with the following definition of *secured enclosure*:

Secured enclosure means a padlocked pen, with a concrete bottom and a secured top and/or a locked home or locked outbuilding with a concrete bottom, all having minimum space of not less than 10 feet by 10 feet and used to contain one dog only.

2. Subsection 14-4 (9) c. is amended to read as follows:

c. All monies collected as fees and penalties.

3. Subsection 14-8 (f)(1) is amended to read as follows:

(1) Within 30 days the owner must erect and confine the dog in a secured enclosure, as defined in Section 14-1 of this Article.

4. Subsection 14-8(g) is amended to read as follows:

(g) Confinement, muzzling and control of dangerous/potentially dangerous dogs. It shall be unlawful for any owner or person to keep any dangerous/potentially dangerous dog within the county unless it is confined within a secured enclosure or unless it is securely muzzled and under restraint by a competent person who, by means of a leash or chain, has such animal firmly under physical restraint at all times.

5. Subsection 14-12(1) pertaining to adequate food and water is amended by deleting subparts a. and b. and amending the text of subsection (1) to read as follows:

(1) Adequate food and water. No person owning or responsible for any domestic animal may fail to supply the animal with adequate food and water defined in this Section 14-1 of this Article.

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6. Subsection 14-12(3) pertaining to adequate shelter is amended to read as follows:

(3) Adequate shelter, protection from the weather and humanely clean conditions. No persons owning or responsible for any dog or cat shall fail to provide the animal with adequate shelter in humanely clean conditions as those terms are defined in Section 14-1 of this Article.

7. Subsection 14-12(3), subpart b., pertaining to "standards for chaining" is deleted in its entirety and replaced with the following:

b. Prohibition Against Tethering of Dogs. It shall be unlawful to tether an unattended dog outdoors, including hunting dogs. When on the property of the dog owner, dogs may run loose when attended by a responsible person who can control the dogs either by voice commands or by a leash. When on the property of the dog owner, dogs may run unattended if kept in a penned area, secured enclosure or an area surrounded by an effectively operating electronic fence. The prohibition regarding when or where dogs may run loose shall not apply to hunting dogs when they are being used for lawful hunting purposes.

8. Subsection 14-13 (a) is amended by deleting the word "intentionally" in the first sentence of that subsection.

This ordinance amendment shall become effective upon adoption by unanimous vote on first reading, or by majority vote upon second reading.

[] Adopted unanimously upon first reading this ____ day of _____, 2018.

[] Adopted by majority vote upon second reading this ____ day of _____, 2018.

Vernon J. Bryant, Chairman
Halifax County Board of Commissioners

ATTEST:

Andrea H. Wiggins, Clerk to the Board

Attachment C



**RESOLUTION
IN SUPPORT OF A HISTORICAL MARKER HONORING
LOUIS E. AUSTIN
TOWN OF ENFIELD
HALIFAX, NORTH CAROLINA**

WHEREAS, the Halifax County Board of Commissioners, desires to support a historical marker honoring the life and legacy of Louis E. Austin, an African American journalist, leader, and social activist; and

WHEREAS, in 1898, Louis E. Austin was born the grandson of slaves in Enfield, North Carolina, and grew up in a period when African Americans were denied basic civil liberties, including the right to vote.

WHEREAS, Louis E. Austin graduated from the historic Joseph K. Brick School in Edgecombe County, and attended the National Training School, which later became the North Carolina Central University in Durham, North Carolina; and

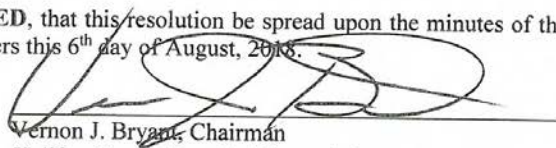
WHEREAS, Louis E. Austin purchased *The Carolina Times* in 1927 and transformed it into an institution that aided African Americans in the fight for freedom and equality in North Carolina until his death in 1971; and

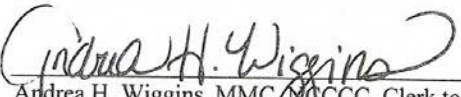
WHEREAS, Louis E. Austin, a noted community activist and civic leader, was later honored in June 2017 by the Museum of Durham History with the Louis E. Austin History Grove at Solite Park in Durham, North Carolina.

NOW, THEREFORE, BE IT RESOLVED, that the Halifax County Board of Commissioners, does hereby support the application for a historical marker in honor of the contributions of Louis E. Austin to be located in the Town of Enfield.

BE IT FURTHER RESOLVED, that this resolution be spread upon the minutes of the Halifax County Board of Commissioners this 6th day of August, 2018.




Vernon J. Bryant, Chairman
Halifax County Board of Commissioners


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

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

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

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

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

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

ABSENT: Linda E. Taylor, Interim Human Resources Management Director

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

Chairman Bryant requested that item 4. Agenda Items: H. North Carolina Department of Transportation N. C. Highway 125 Project be moved to 4. Agenda Items: A. North Carolina Department of Transportation N. C. Highway 125 Project and that all other agenda items be subsequently listed.

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

Conflict of Interest

There were no conflicts of interest noted by members of the Board.

1. Consent Agenda

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

A. Budget Amendments

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

B. Property Tax Releases - August 2018

Doris B. Hawkins, Halifax County Tax Coordinator and Collector, requested that the Board approve the property tax releases in accordance with G. S. §105-380 and G. S. §105-381. Approval of the releases was required for the records to stand corrected. The following were the tax bills that required release during the month of August 2018, but did not require a refund. The 10 accounts for tax year 2018 were in the total amount of \$46,875.54. Real property consisted of three bills corrected due to clerical errors, one property was exempt and one parcel was combined. Personal property consisted of one bill corrected due to a clerical error, one timely appeal of personal property mobile home value, two mobile homes sold prior to January 1, 2018 and one trailer had annual tag, taxes paid with DMV registration.

C. 2018 - 2019 Seniors Health Insurance Information Program Grant

Rose B. Lewis, Human Resources Management, requested that the Board approve the submission of the 2018 - 2019 Seniors Health Insurance Information Program Grant application, the receipt of funds if awarded, and authorize the appropriate staff to execute the documents.

2. Special Recognitions

A. Resolution Honoring Halifax County Centenarian Agnes Gregory Carter

Commissioner Manning read a resolution in honor of Halifax County Centenarian Agnes Gregory Carter, which is attached to these minutes as Attachment B.

Commissioner Manning moved to adopt the resolution in honor of Halifax County Centenarian Agnes Gregory Carter. Commissioner Qualls seconded the motion, which passed unanimously by voice vote.

B. Retirement Resolution - Lovie Jay Burch, Sheriff's Office Jail

Chairman Bryant read and presented a retirement resolution to Lovie Jay Burch, Sheriff's Office Jail, which is attached to these minutes as Attachment C.

Commissioner Manning moved to adopt the retirement resolution honoring Lovie Jay Burch, Sheriff's Office Jail. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

C. Resolution Authorizing the Award of a Badge and the Sale of a Service Side Arm to a Retiring Law Enforcement Officer - Lovie Jay Burch, Sheriff's Office Jail

Commissioner Manning moved to adopt the resolution authorizing the award of a badge and the sale of a service side arm to a retiring law enforcement officer, which is attached to these minutes as Attachment D. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

3. Public Hearings

A. 2018 Community Development Block Grant Program

Cathy A. Scott, Economic Development Director, addressed the Board regarding the 2018 Community Development Block Grant Program. The purpose of the public hearing was to solicit public input regarding local community development needs in relation to Community Development Block Grant funding. The County anticipated submitting a Community Development Block Grant application for funds in FY 2018-2019.

Chairman Bryant inquired if there were any questions from the Board regarding the 2013 Community Development Block Grant Program. With there being no questions from the Board, Commissioner Smith moved to open the public hearing. Commissioner Manning seconded the motion, which passed unanimously by voice vote.

Chairman Bryant inquired if there were any questions from the public regarding the 2018 Community Development Block Grant Program. With there being no questions from the public, Commissioner Qualls moved to close the public hearing. Commissioner Manning seconded the motion, which passed unanimously by voice vote.

B. 2013 Community Development Block Grant Infrastructure Program Closeout

J. Michael Scott, Progressive Resources and Opportunities, Inc., addressed the Board regarding the 2013 Community Development Block Grant Infrastructure Program Closeout. The purpose of the closeout public hearing was to provide information to the citizens of Halifax

County with the results and expenditures of the 2013 Community Development Block Grant Infrastructure Program funded by the North Carolina Department of Environmental Quality. The purpose of the grant was to install a water post-treatment system to improve trihalomethane quality in the County's water system. The County installed post-treatment systems in close proximity to two of the major water delivery points from the Town of Weldon and the Roanoke Rapids Sanitary District to aid in the reduction of these byproducts, which were in proximity to the towns of Halifax and Scotland Neck. The areas benefitting the most from the project included areas east of U. S. Highway 301, including parts of Weldon, Halifax, Enfield, Scotland Neck, and Hobgood. The total grant funds received for the project was in the amount of \$885,000 and 100% of the funds had been expended.

Chairman Bryant inquired if there were any questions from the Board regarding the 2013 Community Development Block Grant Infrastructure Program Closeout. Commissioner Manning inquired whether the water quality had improved. Greg Griffin, Public Utilities Director, responded that preliminary water samples showed improvement. Samples had been taken in the month of August; however, the lab reports had not been received. With there being no further questions from the Board, Commissioner Qualls moved to open the public hearing. Commissioner Manning seconded the motion, which passed unanimously by voice vote.

Chairman Bryant inquired if there were any questions from the public regarding the 2013 Community Development Block Grant Infrastructure Program Closeout. With there being no questions from the public, Commissioner Qualls moved to close the public hearing. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

Commissioner Smith moved to approve the 2013 Community Development Block Grant Infrastructure Program Closeout contingent upon the receipt of reimbursements, effective September 30, 2018. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

4. Agenda Items

A. North Carolina Department of Transportation N. C. Highway 125 Project

Ronald L. Keeter, Jr., P. E., Division Four Engineer, introduced Kristin W. Barnes, P. E., District Engineer, District One, Division Four, and Joe Hummer, PhD, P. E., State Traffic Management Engineer, of the North Carolina Department of Transportation.

Mr. Keeter addressed the Board and provided a brief PowerPoint presentation regarding NCDOT Project U-5725, which was the widening and improvements to N. C. Highway 125. The current condition consisted of the number of crashes per 100 million vehicle miles on the two-lane section of N. C. Highway 125 in comparison with the statewide average. The results were as follows: The total crash rate for N. C. Highway 125 was 367.1, statewide 181.7. The fatal rate for N. C. Highway 125 was 3.3, statewide 2.2. The non-fatal rate for N. C. Highway 125 was 161.8, statewide 56.5. The night crash rate for N. C. Highway 125 was 106.8, statewide 67.2. The wet crash rate for N. C. Highway 125 was 70.1, statewide 28.4. This data was based on a total of 110 crashes in five years on the two-lane section of N. C. Highway 125.

The project timeline was reviewed as follows: The Comprehensive Transportation Plan was adopted by the City of Roanoke Rapids in November 2007 and at that time a portion of N.C. Highway 125 was identified as needing improvements. An independent engineering firm completed a feasibility study in 2010 and recommended a four-lane divided section. The project was submitted to the Peanut Belt RPO in 2011 but did not score well enough to be programed as a project. In 2017, the project scored well and was considered a project in the State Improvement Program. A public meeting was held on October 24, 2017 and the conceptual design was presented. The right of way began on May 15, 2018, the project was advertised on August 21, 2018, and the completion date was scheduled for October 1, 2021. The NCDOT Project R-3822 would begin on December 3, 2018 on the Premier Boulevard extension and the NCDOT Project U-5725 would begin on October 14, 2019, which would consist of the widening N. C. Highway 125. The original conceptual design, revised map with additional access accommodations and directional leftover and full movement maps were provided for the Board's review. It was noted that the North Carolina Department of Transportation no longer built five-lane roads with open center turn lanes due to mobility and safety issues. A brief discussion was held regarding the maps and how the widening of N. C. Highway 125 would affect the Natures Trail subdivision, businesses, and EMS Station 6. The North Carolina Department of Transportation provided the following options: Proceed with the current design toward construction. Remove the N. C. Highway 125 Project and only construct the Premier Boulevard extension. Investigate other design alternatives; however, the North Carolina Department of Transportation would not cover any cost of additional planning and design.

Joe Hummer, PhD, P. E., State Traffic Management Engineer, North Carolina Department of Transportation, addressed the Board and provided a brief PowerPoint presentation regarding the use of medians. When the North Carolina Department of Transportation proposes to upgrade a corridor with a median, some business owners object because of the change in customer access. The North Carolina Department of Transportation studied this perception and found that medians could benefit businesses for the following reasons: Medians were safer due to limited conflict points where traffic streams cross, merge, or diverge; reduce travel time; easier and safer for pedestrians, and improved aesthetics. North Carolina crash rates from 2015 to 2017 showed that there were fewer crashes when medians were installed to implement partial access control. A list of previous studies across the United States from 1998 to 2007 regarding the effects of median installation projects on businesses was provided for the Board's review. The general conclusion of these studies were as follows: Gas stations and service businesses were the most affected, grocery stores and restaurants least affected, mixed overall impressions. Business success was generally not diminished with access management. After the median installation, the number of employees stayed the same and property values rose. The most significant effects were during construction as gas stations were the most affected. Businesses were concerned about access management techniques. Most customers did not care about the median and most managers saw no change in volume after the median was installed. The perception was worse than reality and the overall impacts were generally neutral or positive. A North Carolina Study, Cunningham, et al., 2013, sponsored by NCDOT consisted of eight median installed sites, eight control sites with no change, and 789 businesses were surveyed. It was found that there were no statistically significant difference in reported revenue changes due to the medians and a single-location business was the only category reporting revenue declines.

Theoretically, medians should be great for business due to safety, travel time, pedestrians, and aesthetics. The studies showed that median projects do not usually harm businesses.

Scott Aman, New Dixie Oil Corporation President, addressed the Board and expressed concerns regarding the proposed center median to be constructed as a part of the widening of N. C. Highway 125 that would eliminate left turns except at controlled access areas that would have a devastating and negative impact on his business, along with other property and business owners.

After a brief discussion was held, Commissioner Smith moved to rescind the motion that was made during the August 6, 2018 Regular Meeting to authorize staff to draft a resolution to address the concerns of Scott Aman, New Dixie Oil Corporation, and to request that the North Carolina Department of Transportation consider a new design that would eliminate the proposed median that would be replaced by a center turn lane to provide safe and efficient access to existing and future landowners, businesses, and EMS Station 6. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

B. Evelyn McCullough 2018 Late Elderly and Disabled Exclusion Application

C. Shane Lynch, County Assessor, addressed the Board regarding Evelyn McCullough 2018 late elderly and disabled exclusion application. North Carolina excluded from property taxes a portion of the appraised value of a permanent residence owned and occupied by North Carolina residents who were at least 65 years of age or were totally and permanently disabled and whose income does not exceed \$29,600. Applications for the elderly or disabled exclusion were due June 1st of the tax year; however, Ms. McCullough's application for exemption was received by the Tax Department on August 8, 2018. The application and the letter requesting consideration for late approval was provided for the Board's review. The Tax Department had reviewed the application and if the application had been received before the deadline it would have been approved.

Commissioner Manning moved to approve Evelyn McCullough 2018 late elderly and disabled exclusion application. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

C. Authorization for the Sheriff's Office to Receive and Disburse Donations

Sheriff S. Wes Tripp, Sheriff's Office, addressed the Board requesting authorization to receive and disburse donations and to approve a budget amendment in the amount of \$30,000 for the Benefiting Kids Program. The Sheriff's Office sponsored fundraising events and received monetary and other donations that were used for various programs benefiting children and families in the County. It was requested that the FY 2018-2019 budget be amended to add a revenue line to the Sheriff's Office budget for donations, fundraising appropriation lines for fundraising expenses, and to approve a budget amendment in the amount of \$30,000 for the Benefiting Kids Program. Approval of the request would allow the Sheriff's Office to receive donations, conduct fundraisers, and to request disbursements without action by the Board. The Sheriff's Office would obtain approval from the County Manager, Finance Director, and County

Attorney to ensure that the appropriation of donations and fundraising proceeds were handled appropriately.

Commissioner Manning moved to approve that the FY 2018-2019 Budget be amended to add a revenue line to the Sheriff's Office budget for donations, fundraising appropriation lines for fundraising expenses, and to approve a budget amendment in the amount of \$30,000 for the Benefiting Kids Program. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

D. United States Department of Justice Bullet Proof Vest Grant

Sheriff S. Wes Tripp, Sheriff's Office, requested that the Board approve the submission of the United States Department of Justice Bullet Proof Vest Grant application, the receipt of funds if awarded, and authorize the appropriate staff to execute the documents. The grant would pay for 50% of the 25 vests requested and the remaining 50% match was included in the Sheriff's Office budget.

Commissioner Smith moved to approve the submission of the United States Department of Justice Bullet Proof Vest Grant application, the receipt of funds if awarded, and authorize the appropriate staff to execute the documents. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

E. Edward Byrne Memorial Justice Assistance Grant

Sheriff Wes Tripp, Sheriff's Office, addressed the Board requesting authorization to hold a public hearing in regards to the submission of the Edward Byrne Memorial Justice Assistance Grant. It was unknown if the grant would be awarded as a 50/50 or 80/20 match. The purpose of the public hearing was to receive public comments regarding the approval of the Edward Byrne Memorial Justice Assistance Grant application submission and the receipt of funds, if awarded.

Commissioner Brewer moved to approve the Edward Byrne Memorial Justice Assistance Grant application process and to conduct a public hearing during the October 2, 2018 Regular Meeting. Commissioner Qualls seconded the motion, which passed unanimously by voice vote.

F. Ash Monofill Intermediate Cover Sequence 2 Final Adjusting Change Order

Greg Griffin, Public Utilities Director, addressed the Board regarding the Ash Monofill Intermediate Cover Sequence 2 Final Adjusting Change Order. The County had a contract with Rightmyer Machine Rentals for the construction of a second Intermediate Cover Project on the Ash Monofill. The original contract price was in the amount of \$339,580 and the contract period was scheduled to end on March 22, 2018. The change order, if approved, would extend the contract period for 66 days due to weather delays and decrease the total contract in the amount of \$2,325.50 to an adjusted amount of \$337,254.50. The change order would increase the budget line for additional excavation required in the sediment basin in the amount of \$2,630; while decreasing other budget expenditure lines in the amount of \$4,955.50. It was requested that the Board approve the Ash Monofill Intermediate Cover Project Sequence 2 Final Change Order.

Commissioner Johnson moved to approve the Ash Monofill Intermediate Cover Sequence 2 Final Adjusting Change Order. Commissioner Qualls seconded the motion, which passed unanimously by voice vote.

G. Water Ordinance and Fee Schedule Amendments

Greg Griffin, Public Utilities Director, addressed the Board requesting the approval of a resolution to amend Article II, Chapter 58, of the Halifax County Code of Ordinances entitled "Water System", which is attached to these minutes as Attachment E, and to adopt an additional security deposit for water services. The proposed revisions were as follows: 1. Sec. 58-28.- Application for service, Item (d). Remove: "When the owner of the premises had been served water and has not paid for such service, the county shall not be required to render services to anyone at such location where the water was used until such water bill has been paid." 2. Sec. 58-29. - Deposit. (a) Add: "A social security number is not required, but a higher deposit may be charged if a social security number is not provided by the customer." A new fee in the amount of \$125 was proposed for the security deposit for such applicants. The deposit amount for customers that provide their social security number would remain \$75. It was requested that the Board adopt the resolution to amend the Water Ordinance Sec. 58-28. (d) and Sec. 58-29 (a) as proposed and to approve new deposit fee in the amount of \$125 for customers who do not provide a social security number with their application for water service.

Commissioner Qualls moved to adopt a resolution to amend Article II, Chapter 58, of the Halifax County Code of Ordinances entitled "Water System", and to adopt an additional security deposit for water services, and to amend the Fee Schedule. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

H. Asset Inventory and Assessment Grant

Greg Griffin, Public Utilities Director, addressed the Board regarding the Asset Inventory and Assessment Grant. The North Carolina Department of Environmental Quality, Division of Water Infrastructure, was offering a grant program to fund an asset inventory and assessment for water along with its age and condition. The grant would benefit the County by providing information that would improve infrastructure maintenance planning, and also improve opportunities for receiving other grants or loans. The matching funds that were required, not to exceed \$7,500, would be paid from the Public Utilities Water Budget if the grant was awarded to the County. It was requested that the Board approve the resolution, which is attached to these minutes as Attachment F, which would allow Green Engineering to prepare an application to the Division of Water Infrastructure for a grant to conduct an asset inventory and assessment on the County water system.

Commissioner Brewer moved to adopt the resolution that would allow Green Engineering to prepare an application to the Division of Water Infrastructure for a grant to conduct an asset inventory and assessment on the County water system. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

I. Halifax Community College Update

Dr. Michael A. Elam, Halifax Community College President/CEO, addressed the Board and provided a brief PowerPoint presentation regarding the Halifax Community College programs as follows: Halifax Community College and East Carolina University Co-admissions Program, Roanoke Rapids Early College, Northampton County Early College, University Center Plan, and the Halifax County Schools Early College. Campus improvements consisted of exterior lighting, bat removal, grounds and classroom esthetics, new maintenance and housekeeping staff, chiller replacements in the 500 and 600 buildings, boiler replacements in the 100, 300, 500 and 600 buildings, design services for the Advanced Manufacturing Center, and the Halifax Community College and CADA Playground Extension. Community Development consisted of the following: Golden Leaf Centers of Excellence Project, EPA HP2 Project in Weldon, certified nursing assistant training at the Bryan Health and Rehabilitation Center in Scotland Neck, HCC Nursing and Health Care Training Initiative, high school equivalency courses held in the former Scotland Neck City Hall facility, and workforce training was being offered to the Center for Energy Education, AEL Span, Atlantic Coast Pipeline, Reser's Fine Foods and Don Pancho. A copy of the 2018-2019 Academic Look Book was provided for the Board's review.

5. Board Appointments

Parks and Recreation Advisory Board

Commissioner Qualls moved to reappoint Paul Walden to serve on the Parks and Recreation Advisory Board, term expiring September 30, 2021. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

Scotland Neck Planning Board

Commissioner Manning moved to waive the term limits and reappoint Joey Josey and James Wiggins to serve on the Scotland Neck Planning Board, terms expiring September 30, 2021. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

6. Economic Development Report

Wayne Anderson, Town of Enfield Mayor, addressed the Board regarding the Town of Enfield Opportunity Zone. He stated that in the future the Town of Enfield would be seeking financial advice, planning, economic development, and administrative assistance from the County.

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

7. County Manager's Report

- A. Retirement Resolution - Melody M. Beaver, Department of Social Services

Tony N. Brown, County Manager, read a retirement resolution in recognition of Melody M. Beaver, Child Support Supervisor III, which is attached to these minutes as Attachment G. It was requested that the Board adopt the retirement resolution honoring Melody M. Beaver, Department of Social Services.

Commissioner Manning moved to adopt the retirement resolution honoring Melody M. Beaver, Department of Social Services. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

B. North Carolina Association of County Commissioners Legislative Goals

Mr. Brown provided the Board with the North Carolina Association of County Commissioners Legislative Goals Handbook Fall 2018 Sixth Edition for their review. He stated that the North Carolina Association of County Commissioners had started its annual legislative goals process and inquired if the Board had any goals for submission as the deadline was September 21, 2018.

Commissioner Manning requested that the Board approve the submission of a goal regarding the manner in which State funds were distributed to school districts to educate students, for example: State funds were appropriated to school districts based upon average daily membership. If a student transferred from a school district and attended a charter school, on that date the funds would follow the student and must be transferred to the charter school where the student was attending. If the student continued to attend the charter school that received the funding from the school district; it would not pose an issue. However, if the student stayed at the charter school for over 20 days and the funds were transferred from the school district to the charter school, but then the student transferred back to the school district; the funds would not follow the student back to the school district. It was requested that the funds be dispensed on a monthly or at the most a quarterly basis in order for the State funds to follow the student to the district the student attends. If the student transferred again the funds should follow the student.

Commissioner Manning moved to approve that a goal be submitted to the North Carolina Association of County Commissioners that would require that State funds distributed by the average daily membership method be paid not using a one-time date but broken down to monthly, or no longer than quarterly, so that the funds would follow the student. Commissioner Smith seconded the motion, which passed unanimously by voice vote.

8. County Attorney's

A. Atlantic Coast Pipeline, LLC, Proposed Amended Site Easement

M. Glynn Rollins, Jr., County Attorney, addressed the Board regarding the Atlantic Coast Pipeline, LLC, proposed amended site easement. During the February 5, 2018 Regular Meeting, the Board approved a grant of several easements to Atlantic Coast Pipeline, LLC, one of which was a 50 feet by 50 feet site easement for the location of a valve site. Atlantic Coast Pipeline, LLC, requested that this site easement be amended to include communications equipment to be

used for the remote operation of the valve equipment. The communication equipment would include a monopole tower no more than 120 feet in height, would not need guy wires, and would be located in the 50 feet by 50 feet fenced area that was located near the eastern edge of Dog Pound Road. The requested amendment would not increase the footprint of the valve site. A copy of the original site easement agreement and the proposed amended and restated site easement agreement were provided for the Board's review. It was requested that the Board approve the execution of the proposed Amended and Restated Site Easement Agreement between Halifax County and Atlantic Coast Pipeline, LLC.

Commissioner Manning moved to approve the execution of the proposed Amended and Restated Site Easement Agreement between Halifax County and Atlantic Coast Pipeline, LLC. Commissioner Qualls seconded the motion, which passed unanimously by voice vote.

9. Other Business

A. Hockaday Family Reunion Resolution

Chairman Bryant requested that the Board approve the Hockaday Family Reunion Resolution, which is attached to these minutes as Attachment H.

Commissioner Manning moved to adopt the Hockaday Family Reunion Resolution. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

B. Charters of Freedom

Commissioner Manning stated that while attending the North Carolina Association of County Commissioners Conference, he met Ron Lewis, Facilitator of Foundation Forward Inc., which was a 501 (C)(3) non-profit organization that provided Charters of Freedom settings in communities at no cost. The organization design and build replicas of the Charters of Freedom display as exhibited in the National Archives Rotunda in Washington, D. C., which included the Declaration of Independence, United States Constitution, and the Bill of Rights. He inquired if the Board would be interested in inviting a representative from the organization to make a presentation regarding the Charters of Freedom and to discuss the possibility of including the Halifax Resolves as one of the units. It was the consensus of the Board to direct the County Manager to invite the organization to make a presentation at a future meeting.

C. Proposed Animal Control Ordinance Amendments

Commissioner Qualls stated that during the August 6, 2018 Regular Meeting, discussions were held regarding proposed amendments to the Animal Control Ordinance in connection with a grant from People for the Ethical Treatment of Animals (PETA) at which time Commissioner Manning, Commissioner Smith, and himself voted against the adoption of a resolution to amend Article I, Chapter 14, of the Halifax County Code of Ordinances entitled "Animals". He further stated that he had some concerns regarding receiving the grant from PETA; however, did not have a problem with tethering. After further discussions were held with Commissioner Manning, Commissioner Smith, PETA, and Rainbow Rescue, Commissioner Qualls

recommended that he and County staff review the highlighted changes in the proposed ordinance and create an ordinance that would be phased in over time to do away with tethering in the County. Instead of PETA providing grant funds for a County position, the funding could be used to provide fencing for low income residents who were tethering due to a lack of funds for fencing, which would be administered by an organization outside the County such as Rainbow Rescue. He stated that he would like to meet with County staff and review the highlighted changes in the proposed ordinance that could be presented to the Board in the future.

10. Closed Session

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

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

11. Adjourn until September 17, 2018 Regular Meeting

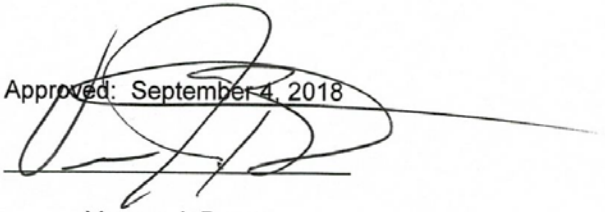
Commissioner Qualls moved to adjourn the meeting until the September 17, 2018 Regular Meeting. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

Vernon J. Bryant, Chairman
Halifax County Board of Commissioners

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

Budget Amendments	Fiscal Year 18 - 19	September 4, 2018
1	Transfer & Support Services - Transfer funds from Contingency for hosting Supreme Court visit in October	\$ 10,000.00
2	Visitor's Center - Set up reimbursable budget for joint Roanoke Valley Chamber of Commerce expenses	37,800.00
3	Visitor's Center - Set up reimbursable property tax expenses for RVCC	9,089.86
4	ITS - Capital Outlay - Carry-forward prior year budgeted funds for final phase of VIOP system	100,000.00
5	Sheriff - Budget insurance reimbursement proceeds for an at-fault motor vehicle accident	6,105.70
6	Health - Bioterrorism - Reduce estimated FY 19 Budget to actual	3,108.24
7	Health - Bioterrorism - Reduce estimated FY 19 Budget to actual	1,243.00
8	Health - Positive Parenting Promotions (PPP) - Increase estimated FY 19 Budget to actual	41,397.00
9	Health - Positive Parenting Promotions (PPP) - Reduce estimated FY 19 Budget to actual	4,829.86
10	Health - WIC - Increase estimated FY 19 Budget to actual	18,007.00
11	Health - WIC - Reduce estimated FY 19 Budget to actual	22,292.17
12	Health - CATCH - Increase estimated FY 19 Budget to actual	4,939.56
13	Health - Child Health: Ready, Set, Baby - Reduce estimated FY 19 Budget to actual	6,350.00

Approved: September 4, 2018



Vernon J. Bryant
Chairman



Resolution
Halifax County Centenarian
Agnes Gregory Carter

Whereas, Agnes Gregory Carter was born on September 2, 1917 in the house now known as the Eagle Tavern located in Historic Halifax. Agnes is the daughter of the late Fletcher Harrison Gregory and the late Indiana Boyd Thorne Gregory; and

Whereas, Agnes attended grade school in Weldon and graduated from Saint Mary's School located in Raleigh, North Carolina. She received a Bachelor's Degree from Converse University in South Carolina and earned a Master's Degree from Columbia University located in New York City; and

Whereas, After completing her formal education, Agnes returned home where she lived with her parents in the large white house currently occupied by the Tripps located on King Street, North Carolina, and attended St. Mark's Episcopal Church. In 1948, she moved to Roanoke Rapids, North Carolina, and taught second grade in the Roanoke Rapids Graded School District where she met her future husband, Rex Carter; and

Whereas, Agnes and Rex Carter resided in Roanoke Rapids, North Carolina, and attended All Saints Episcopal Church. They were blessed with three beautiful children: Ann Boyd Smith, Henrico, North Carolina; Fletcher Gregory Carter, Asheville, North Carolina; and Elizabeth Gregory Haggerty, Florence, Alabama. Agnes has six grandchildren and four great grandchildren. She continues to attend All Saints Episcopal Church after the passing of her husband in 2000 and is currently a member of the Women's Auxiliary. She was active in the Girl Scouts when her children were young and supported the Union Mission.

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

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

This the 4th day of September, 2018.



[Signature]
Vernon J. Bryant, Chairman
Halifax County Board of Commissioners

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


Resolution

✧ **WHEREAS, LOVIE J. BURCH**, decided to retire as a Jail Administrator with the Halifax County Sheriff's Office effective August Thirty-First of the Year Two Thousand and Eighteen; and

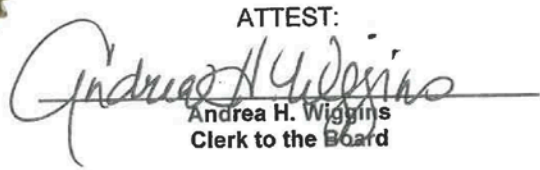
✧ **WHEREAS**, he has spent Thirty years with local government; Lovie has also served in many positions of honor in the community and State, as well as being a dedicated public servant to the citizens of Halifax County.

✧ **NOW THEREFORE BE IT RESOLVED** that on this day, Tuesday, September Fourth of the Year Two Thousand and Eighteen, the Halifax County Board of Commissioners did honor Lovie J. Burch with formal adoption of this resolution, to be recorded in the minutes of the meeting of this day.




Vernon J. Bryant, Chairman
Halifax County Board of Commissioners

ATTEST:


Andrea H. Wiggins
Clerk to the Board

RESOLUTION AUTHORIZING AWARD OF BADGE AND SALE OF
SERVICE SIDE ARM TO RETIRING LAW ENFORCEMENT OFFICER
Major Lovie Jackson "Jay" Burch

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 Major Lovie Jackson "Jay" Burch, who is a retiring law enforcement officer with the county; and

WHEREAS, G.S. 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, G.S. 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; and

WHEREAS, the Sheriff of Halifax County has requested that the side arm identified below be declared surplus property and be sold to said officer pursuant to G.S. 20-187.2;

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

To honor the service of Major Lovie Jackson "Jay" Burch 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 is hereby declared to be surplus property, 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.

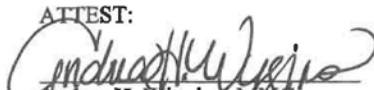
Glock 22 .40 caliber
Serial #BBTC 115

This resolution shall become effective upon adoption.

ADOPTED this the 4th day of September, 2018.


Vernon J. Bryant, Chairman
Halifax County Board of Commissioners

ATTEST:


Andrea H. Wiggins, MMC

A RESOLUTION TO AMEND ARTICLE II, CHAPTER 58, OF THE HALIFAX COUNTY
CODE OF ORDINANCES ENTITLED "WATER SYSTEM"

AND

TO ADOPT AN ADDITIONAL SECURITY DEPOSIT FOR WATER SERVICES

IT IS HEREBY RESOLVED that Article II, Chapter 58, of the Halifax County Code of Ordinances, entitled "Water System" is amended in the following manner:

1. Section 58-28, entitled "Application for Service", is hereby amended by deleting the last sentence of subsection (d), which now reads "[w]hen the owner of the premises had been served water and has not paid for such service, the county shall not be required to render services to anyone at such location where the water was used until such water bill has been paid."

2. Under Section 58-29, entitled "Deposit", subsection (a) is hereby amended by adding the following as the second sentence of that subsection: "*A social security number is not required, but a higher deposit may be charged if a social security number is not provided by the customer.*"

IT IS ALSO RESOLVED that the Halifax County Schedule of Fees is amended to add the following under Section 13, entitled "Public Utilities - Water Division":

13.4.1.1 *Security Deposit (SSN not provided by customer)* \$125.00

This ordinance and fee schedule amendment shall become effective upon adoption by unanimous vote on first reading, or by majority vote upon second reading.

☒ Adopted unanimously upon first reading this 4th day of September, 2018.

☐ Adopted by majority vote upon second reading this _____ day of _____, 2018.



Vernon J. Bryant, Chairman
Halifax County Board of Commissioners

ATTEST:



Andrea H. Wiggins, Clerk to the Board

R _____

**RESOLUTION BY BOARD OF COMMISSIONERS OF
COUNTY OF HALIFAX, NORTH CAROLINA**

- WHEREAS, The Federal Clean Water Act Amendments of 1987 and the North Carolina Water Infrastructure Act of 2005 (NCGS 159G) have authorized the making of loans and grants to aid eligible units of government in financing the cost of performing Asset Inventory and Assessments of water and sanitary sewer system components, and
- WHEREAS, The County of Halifax has need for and intends to prepare an Asset Inventory and Assessment of the water and wastewater systems currently under County operations and control, and
- WHEREAS The County of Halifax has authorized Green Engineering, PLLC, on their behalf, to prepare and submit to the to the North Carolina Department of Environmental Quality – Division of Water Infrastructure separate applications for funding; the first application being for an Asset Inventory and Assessment of the County's water system and the second application being for an Asset Inventory and Assessment of the sanitary sewer system, and
- WHEREAS The maximum grant available for each application shall not exceed \$150,000.00, of which the County of Halifax will be required to match in the amount of 5.00% the awarded grant amount per application,
- WHEREAS, The County of Halifax intends to request state grant assistance for the projects,

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

That the County of Halifax, the **Applicant**, will arrange financing for all remaining costs required for the assessment and inventory, up to 5% of the grant not to exceed \$7,500, if approved for a State grant award.

That the **Applicant** will adopt and place into effect on or before completion of the asset management assessment and inventory a schedule of fees and charges and other available funds which will provide adequate funds for proper completion of the asset management assessment and inventory.

That the **Applicant** will continue to provide for efficient operation and maintenance of the water and wastewater systems currently under County operations and control.

That Greg Griffin, Public Utilities Director, shall be designated as the County of Halifax's Authorized Representative, is hereby authorized to execute and file an application and associated documents on behalf of the **Applicant** with the State of North Carolina for a grant to aid in the performance and preparation of the Asset Inventory and Assessment of the County's water and sanitary sewer systems.

That the **Authorized Official**, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the Asset Inventory and Assessment: to make the assurances as contained above; and to execute such other documents as may be required in connection with the application.

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

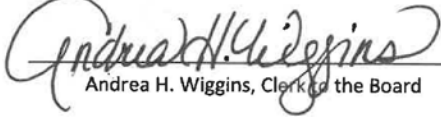
Attachment F

Adopted this the 4th Day of September at the County of Halifax, North Carolina.

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

Vernon J. Bryant, Chairman of the Board – County of Halifax

ATTEST

A handwritten signature in black ink, appearing to read 'Andrea H. Wiggins', written over a horizontal line.

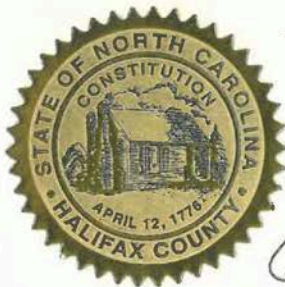
Andrea H. Wiggins, Clerk of the Board

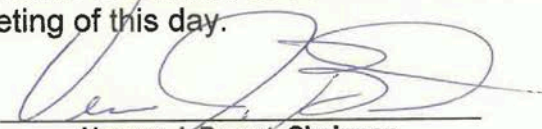
Resolution

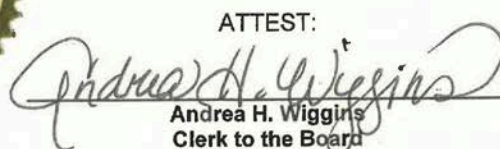
☞ **WHEREAS, MELODY M. BEAVER**, decided to retire as a Child Support Supervisor III with the Halifax County Department of Social Services effective July Thirty-First of the Year Two Thousand and Eighteen; and

☞ **WHEREAS**, she has spent Thirty-three years with local government; Melody 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, Tuesday, September Fourth of the Year Two Thousand and Eighteen, the Halifax County Board of Commissioners did honor Melody M. Beaver with formal adoption of this resolution, to be recorded in the minutes of the meeting of this day.




Vernon J. Bryant, Chairman
Halifax County Board of Commissioners

ATTEST:

Andrea H. Wiggins
Clerk to the Board



Resolution
Hockaday Family Reunion

Whereas, on September 28, 2018 through September 30, 2018 members of the Hockaday family from around the United States will assemble in Roanoke Rapids, North Carolina, in celebration of the Hockaday Family Reunion; and

Whereas, the Hockaday family can trace its ancestry back to brothers John Hockaday 1789-1879 and William "Billy" Hockaday 1797-1881. Their grandfather James Hockaday 1735-1801 migrated to Halifax County, North Carolina, from Charles City, Virginia, around 1765 and settled on the banks of Deep Creek; and

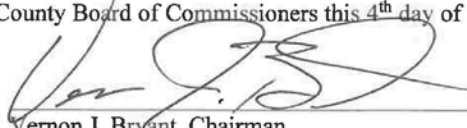
Whereas, descendants of these men were enslaved Africans who were given their freedom. Fearing the loss of this freedom, in 1846, John Hockaday planned to guarantee a more secure freedom for his family. He gave them provisions and sent them along the Underground Railroad route leaving from the western portion of the Roanoke Canal along the Roanoke River near the Hockaday family farm. They left never to return to Halifax County, North Carolina; and

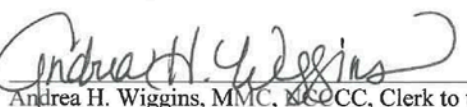
Whereas, members of the Hockaday family were familiar with the Underground Railroad route as they had worked all their young lives along the mighty Roanoke River, at that time called the Moratoke. The family of 16 made it all the way to the Ohio River and settled in the Ohio Valley Region and prospered. Many decedents of the Hockaday family still live in that area today. We also recognize the rest of the descendants of John and William Hockaday and those of the enslaved that remained in Halifax County and prospered; and

Whereas, we are proud to welcome the descendants of the Hockaday family back to Halifax County in celebration of a family reunion that will bring multiple generations together linking past, present, and future generations.

Now, Therefore, Be It Resolved, that the Halifax County Board of Commissioners do recognize the Hockaday Family Reunion and orders that a copy of this resolution be spread upon the minutes of the Halifax County Board of Commissioners this 4th day of September, 2018.




Vernon J. Bryant, Chairman
Halifax County Board of Commissioners


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

**MINUTES
HALIFAX COUNTY
BOARD OF COMMISSIONERS
REGULAR MEETING
SEPTEMBER 17, 2018**

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

The Halifax County Board of Commissioners held a Regular Meeting on Monday, September 17, 2018, at 5:30 P. M. in the Historic Courthouse, Halifax, North Carolina.

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

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

ABSENT: Honorable Carolyn C. Johnson

Call to Order

Chairman Bryant called the meeting to order.

Invocation and Pledge of Allegiance

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

Adoption of the Agenda

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

Conflict of Interest

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

1. Public Hearings

A. Economic Development Incentive Grant - Project Ruther

Prior to a public hearing under N. C. G. S. 158-7.1, Cathy A. Scott, Economic Development Director, presented information regarding a proposed Economic Development Incentive Grant for a manufacturing company designated as Project Ruther. She reported that this manufacturing company was considering the location of its manufacturing operations in the County. The company would create a total of \$12,000,000 in taxable investment within the County in the form of real property improvement, machinery and equipment, and create 50 new fulltime jobs within the County. The proposed grant would be in the amount of \$330,000 to be paid in annual installments over the next five years. Grant payments would be contingent upon the level of taxable investment and actual number of jobs created by the company in any given year. It was believed that the location of this manufacturing company in the County would stimulate, diversify, and stabilize the local economy; promote business; increase the population and taxable property; and result in the creation of a substantial number of good paying jobs. It was requested that the Board adopt a resolution authorizing an Economic Development Incentive Grant to a manufacturing company, Project Ruther, which is attached to these minutes as Attachment A.

Following questions from the Board to Ms. Scott, Commissioner Smith moved to declare the public hearing open. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

Chairman Bryant inquired if there was anyone from the public that wished to comment regarding the proposed Economic Development Incentive Grant for Project Ruther.

After comments were received from William Hodge, 425 Rightmyer Drive, Roanoke Rapids, Commissioner Smith moved that the public hearing be closed. Commissioner Manning seconded the motion, which passed unanimously by voice vote.

B. Economic Development Incentive Grant - Project Boss

Prior to the public hearing under N. C. G. S. 158-7.1, Cathy A. Scott, Economic Development Director, presented information regarding a proposed Economic Development Incentive Grant to a manufacturing company designated as Project Boss. She reported that this manufacturing company was considering the expansion of its manufacturing operations in the County. The company would create an additional total of \$5,975,000 in taxable investment within the County in the form of real property improvements, machinery and equipment, and create an additional 42 new fulltime jobs within the County. The proposed grant would be in the amount of

\$120,000 to be paid in annual installments over the next five years. The amount of each grant payment would be contingent upon the level of taxable investment and actual number of jobs created by the company in any given year. It was believed that the expansion of this manufacturing company would stimulate, diversify, and stabilize the local economy; promote business; increase the population and taxable property; and result in the creation of a substantial number of good paying jobs in the County. It was requested that the Board adopt a resolution authorizing an Economic Development Incentive Grant to a manufacturing company, Project Boss, which is attached to these minutes as Attachment B.

With there being no questions from the Board to Ms. Scott, Commissioner Manning moved to declare the public hearing open. Commissioner Smith seconded the motion, which passed unanimously by voice vote.

Chairman Bryant inquired if there was anyone from the public that wished to comment regarding the proposed Economic Development Incentive Grant for Project Boss.

After comments were received from William Hodge, 425 Rightmyer Drive, Roanoke Rapids, Commissioner Manning moved that the public hearing be closed. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

2. Agenda Item

A. Joseph Montfort Amphitheater Schematic Design Presentation

Alicia Kirwan, Skinner Farlow Kirwan Architecture, and Emily Rothrock, Site Collaborative, addressed the Board and provided a brief PowerPoint presentation regarding the Joseph Montfort Amphitheater Schematic Design. The program elements consisted of the following: Amphitheater seating to accommodate 400 to 450 patrons; dressing rooms, storage and backstage area to support stage functions; concessions and restroom building; lighting stands and miscellaneous structures to support the site; ADA parking; and vehicular access to the backstage area. The design criteria consisted of the following: A variety of seating that allows flexibility of use and some seating with backs; create a space that supports multiple civic and cultural functions in addition to outdoor dramas; utilize forms and materials that are familiar and not disruptive to the experience of Historic Halifax; and provide a design that minimizes maintenance for the County. The renovation costs were as follows: Phase I Estimated Construction Cost and Contingency consisted of the following: General Contractor Mobilization and Stage Buildings \$539,014; Site Development and Civil Cost \$891,561; total cost \$1,430,575. Phase II Estimated Construction Cost and Contingency consisted of the following: General Contractor Mobilization and Restroom/Concessions \$520,491; Site Development and Civil Cost \$433,833; total cost \$954,374. The Amphitheater and Building Development Construction Cost was in the total amount of \$2,384,949. Phase III Estimated Construction Cost and Contingency consisted of the following: Phase III-A Site Development and Civil Cost \$99,744; Phase III-B Site Development and Civil Cost \$281,615; total cost \$381,359. The construction cost to include all phases and all parking options was in the total amount of \$2,766,308. After reviewing the PowerPoint presentation, it was requested that the Board only approve the Joseph Montfort Amphitheater Schematic Design.

Commissioner Smith moved to approve the Joseph Montfort Amphitheater Schematic Design. Commissioner Manning seconded the motion, which passed unanimously by voice vote.

3. Action on Public Hearings

A. Economic Development Incentive Grant - Project Ruther

Commissioner Brewer moved to adopt a resolution authorizing an Economic Development Incentive Grant to a manufacturing company, Project Ruther. Commissioner Qualls seconded the motion, which passed unanimously by voice vote.

B. Economic Development Incentive Grant - Project Boss

Commissioner Manning moved to adopt a resolution authorizing an Economic Development Incentive Grant to a manufacturing company, Project Boss. Commissioner Smith seconded the motion, which passed unanimously by voice vote.

4. Other Business

A. Hockaday Family Reunion Resolution Amendment

Chairman Bryant stated that the Hockaday Family Reunion Resolution was adopted during the September 4, 2018 Regular Meeting and later it was found that in paragraph four, second sentence, the family of 16 was actually a family of 12. It was requested that the amended Hockaday Family Reunion Resolution be adopted, which is attached to these minutes as Attachment C.

Commissioner Smith moved to adopt the amended Hockaday Family Reunion Resolution. Commissioner Qualls seconded the motion, which passed unanimously by voice vote.

B. USDA Service Center Lease

Tony N. Brown, County Manager, requested that the Board approve a General Services Administration Public Buildings Service Lease Amendment 3 to lease the Halifax County, USDA Service Center, 359 Ferrell Lane, Halifax. The lease period was amended to extend from August 1, 2018 through July 31, 2020, annual rent \$33,579 payable monthly at the rate of \$2,798.25.

Commissioner Qualls moved to approve the General Services Administration Public Buildings Service Lease Amendment 3 to lease the Halifax County, USDA Service Center, 359 Ferrell Lane, Halifax. Commissioner Manning seconded the motion, which passed unanimously by voice.

C. North Carolina Supreme Court

Tony N. Brown, County Manager, stated that there had been some challenges with accessing the link to RSVP and obtain tickets to attend the North Carolina Supreme Court sessions

scheduled for October 1, 2018 at the Halifax County Courthouse. He requested that the Commissioners coordinate this effort with the Deputy County Manager after the meeting.

D. Hurricane Florence

Tony N. Brown, County Manager, provided a brief update regarding the recent Hurricane Florence that turned westward and spared the County. There were down trees and minor flooding in low-lying areas; however, there were no major damages.

5. Closed Session

Commissioner Brewer moved that Closed Session be entered under N. C. G. S. §143-318.11(b) to consult with the county attorney in order to preserve the attorney-client privilege. Commissioner Qualls seconded the motion, which passed unanimously by voice vote.

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

Commissioner Qualls moved that the Board amend its minutes policy to reflect what was lawfully required to be recorded in the minutes and at such time as the minutes were approved by the Board that the digital recordings be destroyed, effective immediately. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

6. Adjourn until the October 2, 2018 Regular Meeting

Commissioner Smith moved to adjourn the meeting until the October 2, 2018 Regular Meeting. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

Vernon J. Bryant, Chairman
Halifax County Board of Commissioners

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

RESOLUTION AUTHORIZING AN
ECONOMIC DEVELOPMENT INCENTIVE GRANT (EDIG)
TO A MANUFACTURING COMPANY
(PROJECT RUTHER)

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

WHEREAS, G.S. 158-7.1(a) authorizes a county to make appropriations and expenditures for economic development purposes; and

WHEREAS, the Halifax County Board of Commissioners held a public hearing to consider whether to offer certain incentives to a manufacturing company in the form of a cash incentive grant in the estimated amount of \$330,000.00 payable in annual installments over a five (5) year period of time; and

WHEREAS, it is anticipated that the manufacturing company will make a taxable investment including real property improvements, machinery and equipment within Halifax County of at least \$12,000,000.00 in Halifax County; and

WHEREAS, it is anticipated that the manufacturing company will create 50 new permanent jobs in Halifax County which will pay wages that exceed the current average weekly wage for Halifax County; and

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

WHEREAS, the amount of any given annual installment payment under the proposed appropriation and expenditure shall be contingent upon the level of taxable investment made by the company in the form of land, buildings, machinery, and equipment, and also contingent upon the creation of a specified number of new jobs in the county, the establishment of certain wage levels for those jobs, and maintaining a specified level of taxable investments, jobs and wages over the grant period, all being

Attachment A

more particularly set out in the proposed form of Economic Development Incentive Grant (EDIG) Agreement presented to the Board and attached hereto; and

WHEREAS, the funding for this incentive will be appropriated from the county's general fund; and

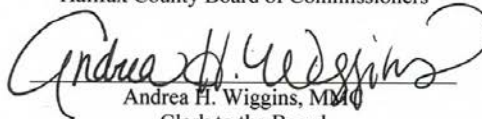
WHEREAS, the Board of Commissioners finds that conveyance of the property to the manufacturing company will stimulate the local economy, promote business and result in the creation of a substantial number of jobs in Halifax County that pay at or above the median average hourly wage in the County; and

NOW, THEREFORE, BE IT RESOLVED THAT, subject to the decision of the manufacturing company to locate in Halifax County, authorization is given to appropriate and expend up to \$330,000.00 of county funds, payable in annual installments over a period of five (5) years, as an incentive grant for this manufacturing company subject to the terms and conditions as substantially set forth in the form of EDIG Agreement attached to this resolution.

Adopted this 17th day of September, 2018.



Vernon J. Bryant Chairman
Halifax County Board of Commissioners



Andrea H. Wiggins, MA
Clerk to the Board

RESOLUTION AUTHORIZING AN
ECONOMIC DEVELOPMENT INCENTIVE GRANT (EDIG)
TO A MANUFACTURING COMPANY
(PROJECT BOSS)

WHEREAS, a certain manufacturing company is currently considering the expansion of its manufacturing operations in Halifax County; and

WHEREAS, G.S. 158-7.1(a) authorizes a county to make appropriations and expenditures for economic development purposes; and

WHEREAS, the Halifax County Board of Commissioners held a public hearing to consider whether to offer certain incentives to a manufacturing company in the form of a cash incentive grant in the estimated amount of \$120,000.00 payable in annual installments over a five (5) year period of time; and

WHEREAS, it is anticipated that the manufacturing company, as a result of anticipated expansion, will make a taxable investment including real property improvements and machinery and equipment within Halifax County of at least \$5,975,000.00 in Halifax County; and

WHEREAS, it is anticipated that the manufacturing company, as the result of anticipated expansion, will create 42 new permanent jobs in Halifax County which will pay wages that exceed the current average weekly wage for Halifax County; and

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

WHEREAS, the amount of any given annual installment payment under the proposed appropriation and expenditure shall be contingent upon the level of additional taxable investment made by the company in the form of real estate improvements, machinery, and equipment, and

Attachment B

also contingent upon the creation of a specified number of new jobs in the county, the establishment of certain wage levels for those jobs, and maintaining a specified level of taxable investments, jobs and wages over the grant period, all being more particularly set out in the proposed form of Economic Development Incentive Grant (EDIG) Agreement presented to the Board and attached hereto; and

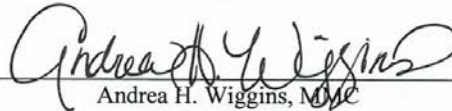
WHEREAS, the funding for this incentive will be appropriated from the county's general fund; and

NOW, THEREFORE, BE IT RESOLVED THAT, subject to the decision of the manufacturing company to expand its operations in Halifax County, authorization is given to appropriate and expend up to \$120,000.00 of county funds, payable in annual installments over a period of five (5) years, as an incentive grant for this manufacturing company subject to the terms and conditions as substantially set forth in the form of EDIG Agreement attached to this resolution.

Adopted this 17th day of September, 2018.



Vernon J. Bryant Chairman
Halifax County Board of Commissioners



Andrea H. Wiggins, MPA
Clerk to the Board



Resolution
Hockaday Family Reunion

Whereas, on September 28, 2018 through September 30, 2018 members of the Hockaday family from around the United States will assemble in Roanoke Rapids, North Carolina, in celebration of the Hockaday Family Reunion; and

Whereas, the Hockaday family can trace its ancestry back to brothers John Hockaday 1789-1879 and William "Billy" Hockaday 1797-1881. Their grandfather James Hockaday 1735-1801 migrated to Halifax County, North Carolina, from Charles City, Virginia, around 1765 and settled on the banks of Deep Creek; and

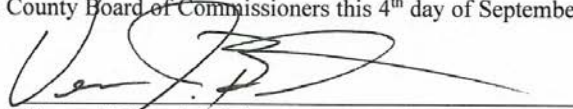
Whereas, descendants of these men were enslaved Africans who were given their freedom. Fearing the loss of this freedom, in 1846, John Hockaday planned to guarantee a more secure freedom for his family. He gave them provisions and sent them along the Underground Railroad route leaving from the western portion of the Roanoke Canal along the Roanoke River near the Hockaday family farm. They left never to return to Halifax County, North Carolina; and

Whereas, members of the Hockaday family were familiar with the Underground Railroad route as they had worked all their young lives along the mighty Roanoke River, at that time called the Moratoke. The family of 12 made it all the way to the Ohio River and settled in the Ohio Valley Region and prospered. Many decedents of the Hockaday family still live in that area today. We also recognize the rest of the descendants of John and William Hockaday and those of the enslaved that remained in Halifax County and prospered; and

Whereas, we are proud to welcome the descendants of the Hockaday family back to Halifax County in celebration of a family reunion that will bring multiple generations together linking past, present, and future generations.

Now, Therefore, Be It Resolved, that the Halifax County Board of Commissioners do recognize the Hockaday Family Reunion and orders that a copy of this resolution be spread upon the minutes of the Halifax County Board of Commissioners this 4th day of September, 2018.




Vernon J. Bryant, Chairman
Halifax County Board of Commissioners


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

**MINUTES
HALIFAX COUNTY
BOARD OF COMMISSIONERS
REGULAR MEETING
OCTOBER 2, 2018**

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

The Halifax County Board of Commissioners held a Regular Meeting on Tuesday, October 2, 2018, at 9:30 A. M. in the Historic Courthouse, Halifax, North Carolina.

PRESENT: Honorable J. Rives Manning, Jr., Vice Chairman
Honorable Carolyn C. Johnson
Honorable Marcelle O. Smith
Honorable Vernon J. Bryant, Chairman
Honorable 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 M. Bumgarner, Senior Management Analyst
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

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

Adoption of the Agenda

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

Conflict of Interest

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

1. Consent Agenda

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

A. Budget Amendments

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

B. Property Tax Refund and Releases - September 2018

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

C. Branch Banking and Trust Company Resolution - Register of Deeds Office

Mary W. Duncan, Finance Director, requested that the Board approve the amendment and adopt the Branch Banking and Trust Company Resolution regarding the Register of Deeds Office, which is attached to these minutes as Attachment B.

D. 2018 - 2019 Rural Operating Assistance Program Grant

Rose B. Lewis, Human Resources Management, requested that the Board approve the submission of the 2018 - 2019 Rural Operating Assistance Program Grant, the receipt of funds if awarded, and to authorize the appropriate staff to execute the documents.

E. Blue Cross and Blue Shield of North Carolina, Meals on Wheels of North Carolina Senior Hunger Grant

Rose B. Lewis, Human Resources Management, requested that the Board approve the receipt of funds in the amount of \$15,000 from Blue Cross and Blue Shield of North Carolina, Meals on Wheels of North Carolina Senior Hunger Grant.

2. Community Issues

Angela Bolton, 221 Brad Elliott Drive, Littleton; Tracy Banks, 101 Stevens Drive, Littleton; Desmond Cross, 9002 Highway 561, Halifax; and FyiQuan Lassister, 8962 Highway 561, Halifax, Taxpaying People, addressed the Board regarding the right to tether their dogs.

3. Public Hearings

A. Halifax Corporate Park Demolition Project

Prior to the public hearing under N. C. G. S. 158-7.1(b)(1), Cathy A. Scott, Economic Development Director, presented information regarding a proposed Halifax Corporate Park Demolition Project. The County was authorized to appropriate and expend funds for the purpose of demolishing or rehabilitating existing structures on land that had been acquired for an industrial park. The total cost of this project was in the estimated amount of \$30,940. The County had applied for and had been awarded grant funds in the amount of \$23,305 from the North Carolina Department of Commerce Rural Demolition Grant Program. The grant required a match in the amount of \$7,735 that would be funded from the General Fund of the County. This project would stimulate the local economy, promote business, and result in the creation of a substantial number of new permanent jobs in the County that would pay at or above the median average wage. It was requested that the Board adopt the resolution approving the appropriation and expenditure of funds for the Halifax Corporate Park Demolition Project, which is attached to these minutes as Attachment C.

Commissioner Johnson moved to declare the public hearing open. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

Chairman Bryant inquired if there was anyone from the public that wished to comment regarding the proposed Halifax Corporate Park Demolition Project. With there being no questions from the public, Commissioner Manning moved that the public hearing be closed. Commissioner Smith seconded the motion, which passed unanimously by voice vote.

B. Edward Byrne Justice Assistance Grant

Christopher S. Guyant, Sheriff's Office, addressed the Board regarding the Edward Byrne Justice Assistance Grant. The County had applied for a grant in the amount of \$30,000 through the Edward Byrne Justice Assistance Grant Program and the grant application was presented to the Board at the September 4, 2018 Regular Meeting for review. The grant funds, if awarded, would be used to fund criminal evidence analysis and processing improvements in the Sheriff's Office. It was requested that the Board approve the final submission of the Edward Byrne Justice Assistance Grant application, the receipt of funds if awarded, appropriate a 20% County match from the General Fund, and to authorize the appropriate staff to execute the documents.

Commissioner Manning moved to declare the public hearing open. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

Chairman Bryant inquired if there was anyone from the public that wished to comment regarding the Edward Byrne Justice Assistance Grant. With there being no comments from the public, Commissioner Brewer moved that the public hearing be closed. Commissioner Smith seconded the motion, which passed unanimously by voice vote.

4. Agenda Item

A. Halifax County Convention and Visitors Bureau Annual Report

Lori R. Medlin, Halifax County Convention and Visitors Bureau President/CEO, addressed the Board and reviewed the 2017 Halifax County Convention and Visitors Bureau Report.

Commissioner Brewer moved to accept the 2017 Halifax County Convention and Visitors Bureau Report. Commissioner Smith seconded the motion, which passed unanimously by voice vote.

5. Action on Public Hearings

A. Halifax Corporate Park Demolition Project

Commissioner Manning moved to adopt the resolution approving the appropriation and expenditure of funds for the Halifax Corporate Park Demolition Project. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

B. Edward Byrne Justice Assistance Grant

Commissioner Johnson moved to approve the final submission of the Edward Byrne Justice Assistance Grant application, the receipt of funds if awarded, appropriate a 20% County match from the General Fund, and to authorize the appropriate staff to execute the documents. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

6. Agenda Items

A. KIPP ENC Public Schools 2018 Exclusion Late Application

C. Shane Lynch, County Assessor, addressed the Board and requested a determination on whether to approve the 2018 late application for exclusion regarding KIPP ENC Public Schools. The Tax Department had reviewed the application submitted by KIPP ENC Public Schools and had it been received before the deadline of February 1, 2018, the request for exclusion would have been approved; however, the application was received on September 14, 2018.

Commissioner Manning moved to approve the 2018 late application for exclusion regarding KIPP ENC Public Schools. Commissioner Smith seconded the motion, which passed unanimously by voice vote.

B. Charters of Freedom

David W. Streater, State Director of the Foundation Forward, Inc., addressed the Board and provided a presentation regarding the Charters of Freedom, which was an educational project to design and build replicas of the Charters of Freedom settings in communities as exhibited in the National Archives Rotunda, Washington, D.C. The Charters of Freedom project would provide easy and open access for all to visit the Declaration of Independence, United States Constitution, and the Bill of Rights. It was recommended that if the Board was

interested in moving forward additional discussions would be needed in regards to the design to include the Halifax Resolves, location, and funding.

Commissioner Manning moved to approve that County staff move forward with Foundation Forward, Inc., to construct the Charters of Freedom in Halifax County, which would include a setting for the Halifax Resolves. Commissioner Smith seconded the motion, which passed unanimously by voice vote.

7. Board Appointments

Central Communications Advisory Board

Commissioner Manning moved to reappoint Adam Greene and Tanya Byrd-Robinson to serve on the Central Communications Advisory Board, terms expiring October 31, 2021. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

EMS Advisory Committee

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

Human Relations Commission

It was the consensus of the Board to defer action on the Human Relations Commission until a discussion was held during the Retreat.

8. Economic Development Report

Cathy A. Scott, Economic Development Director, addressed the Board and provided a brief PowerPoint presentation regarding monthly economic development activities within the County.

Mrs. Scott requested that the Board adopt an updated resolution in support of a passenger rail station in Weldon. The previous resolution adopted by the Board focused on both the construction of a second rail crossing over the Roanoke River and the passenger rail station. The second crossing was now included in the State Transportation Improvement Program; therefore, the resolution would need to be updated to reflect the current project and include more of the local and regional benefits, which is attached to these minutes as Attachment D.

Commissioner Brewer moved to adopt the resolution supporting a passenger rail station and service in Weldon, North Carolina. Commissioner Manning seconded the motion, which passed unanimously by voice vote.

Charles Hayes, Senior Fellow in Residence with the Office of Innovation and Economic Development East Carolina University, provided a brief report on the Economic Development Academy held in July with the Halifax County Economic Development Commission. He

highlighted discussions held during the academy and recommended long-term strategic planning for the County.

9. County Manager's Report

Tony N. Brown, County Manager, had no matters for discussion.

10. County Attorney's Report

A. Public Comment Policy

M. Glynn Rollins, Jr., County Attorney, addressed the Board and requested the adoption of a proposed Public Comment Policy in compliance with N. C. G. S. 153A-52.1 that would supersede the current Community Issues procedure that required the public to submit applications two weeks prior to be placed on the next board meeting agenda to express comments, which was not in compliance with the statute. It was further requested that the Board of Commissioners Rules and Procedures, Rule 6. Public Address to the Board, be amended to reflect the proposed adopted Public Comment Policy.

Commissioner Brewer moved to approve the Public Comment Policy and the amendment to the Board of Commissioners Rules and Procedures, Rule 6. Public Address to the Board, effective immediately. Commissioner Smith seconded the motion, which passed unanimously by voice vote.

11. Other Business

There was no other business for discussion.

12. Closed Session

Commissioner Brewer moved that Closed Session be entered pursuant to N. C. G. S. §143-318.11(a) to discuss (4) Economic Development and (3), (7) Legal Matters. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

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

13. Adjourn until October 15, 2018 Regular Meeting

With there being no further matters to come before the Board, Commissioner Johnson moved to adjourn the meeting until October 15, 2018 Regular Meeting at 5:30 P. M. in the Historic Courthouse. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

Vernon J. Bryant, Chairman
Halifax County Board of Commissioners

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

Attachment A

Budget Amendments	Fiscal Year 18 - 19	October 2, 2018
1	General Government - Budget additional Halifax County School Resource Officer contract amendment	\$ 64,931.00
2	General Government - Transfer remaining Cash from Klausner 2 project back to General Fund to close out project	92,836.79
3	Health - Home Health & Hospice Division - Increase operating budget for additional United Way funds appropriation	7,000.00
4	DSS - Adjust Project Energy Share for Funding Authorization #3 dated 9-7-18	226.00
5	KL2 Project - Transfer remaining Cash from Klausner 2 project back to General Fund to close out project	92,836.79

Approved: October 2, 2018



Vernon J. Bryant
Chairman

Attachment B



State of North Carolina
County of Halifax

TONY N. BROWN
COUNTY MANAGER

HISTORIC COURTHOUSE - PO BOX 38 - KING STREET - HALIFAX, NC 27838
252-583-1131 - FAX: 252-583-9921

RESOLUTION

TO: BRANCH BANKING AND TRUST COMPANY
HALIFAX, NORTH CAROLINA

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

Christie C. Avens, Register of Deeds
Christie C. Avens, Register of Deeds

Wanda M. Patrick, Asst.
Wanda M. Patrick, Assistant Register of Deeds

Karen M. Lashley, Deputy
Karen M. Lashley, Deputy of Register of Deeds III

Elana R. Davis, Deputy
Elana R. Davis, Deputy of Register of Deeds II

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

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

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

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

SEAL

ATTEST:

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

Where the Spirit of Independence Was Born

RESOLUTION APPROVING APPROPRIATION AND EXPENDITURE FOR THE HALIFAX
CORPORATE PARK DEMOLITION PROJECT

WHEREAS, N. C. G. S. § 158-7.1(b)(1) authorizes a county to make appropriations for the demolition or rehabilitation of existing structures on land used for an industrial park; and

WHEREAS, Halifax County owns certain land known as the Halifax Corporate Park; and

WHEREAS, the County desires to demolish certain structures located thereon; and

WHEREAS, the estimated costs of this demolition project is \$30,940.00; and

WHEREAS, Halifax County has received a grant from the North Carolina Department of Commerce Rural Building Demolition Grant Program in the amount of \$23,205.00 for the purpose of the demolition and clearance of certain structures; and

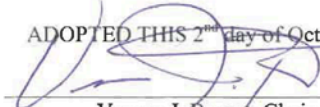
WHEREAS, the grant requires 25% of the project cost in matching funds from the County in the amount of \$7,735.00; and

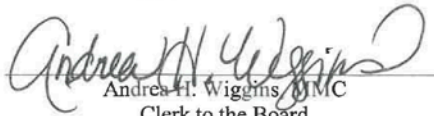
WHEREAS, the Halifax County Board of Commissioners held a public hearing on its intention to appropriate and expend funds pursuant to N. C. G. S. § 158-7.1(b)(1) for the demolition and clearance of structures at the Halifax Corporate Park; and

WHEREAS, the Halifax County Board of Commissioners believe that the appropriation and expenditure will stimulate, diversify, and stabilize the local economy, promote business in Halifax County, increase the population and taxable property in Halifax County, and result in the creation of a substantial number of good paying jobs in Halifax County; and

NOW, THEREFORE, the Halifax County Board of Commissioners hereby RESOLVES that it appropriate and expend grant funds from the North Carolina Department of Commerce in the amount of \$23,205.00 and general county funds in the amount of \$7,735.00 for a total of \$30,940.00 for the demolition and clearance of certain structures at the Halifax Corporate Park.

ADOPTED THIS 2nd day of October, 2018.


Vernon J. Bryant, Chairman
Halifax County Board of Commissioners


Andrea H. Wiggins, BMC
Clerk to the Board

Halifax County Board of Commissioners

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



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

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

RESOLUTION SUPPORTING A PASSENGER RAIL STATION & SERVICE IN WELDON, NC

WHEREAS, many towns and economic centers in northeastern North Carolina were formed along railroads and continue to rely on this critical infrastructure to support economic progress; and

WHEREAS, the Town of Weldon has a rich rail history as the home of the Wilmington and Weldon Railroad, the longest railroad in the world at the time of completion in 1840; and

WHEREAS, railroads continue to be vital to the growth of North Carolina's economy and to the development, strength and diversity of its businesses and education, cultural, and civic institutions; and

WHEREAS, the ability for the Town of Weldon, Halifax County and the surrounding area to compete in a global economy requires an efficient and diverse transportation network to provide stable transportation costs and to increase travel between metropolitan communities and regions; and

WHEREAS, the location of a passenger rail station in the Town of Weldon will provide access to passenger rail for approximately 122,000 residents that live more than 30 minutes from a passenger rail station; and

WHEREAS, passenger trains offer an economical mode of transportation that is usually less expensive than driving or flying and CLOSER to communities than commercial airports; and

WHEREAS, passenger rail access in the Town of Weldon will connect the Northeast region to education and employment opportunities in urban areas and improve the quality of life and income levels of its residents; and

WHEREAS, passenger rail service in the Town of Weldon will stimulate economic activity and spur private investment in the area around the rail station; and

WHEREAS, a passenger rail station in the Town of Weldon will support commercial activity by bringing visitors into proximity of shopping, retail, tourism, and other destinations, thereby increasing business activity and tax revenues; and

WHEREAS, the location of a passenger rail station and service in the Town of Weldon is the highest priority rail project in Halifax County; and

WHEREAS, the Town of Weldon, by resolution, has authorized the Weldon Library as the location of passenger rail station;

WHEREAS, the North Carolina Department of Transportation (NCDOT) plans to construct a second rail crossing over the Roanoke River, which is included in the State Transportation Improvement Program.

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

In God We Trust

Attachment D

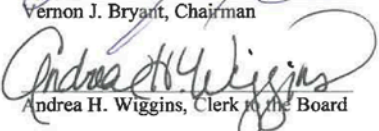
NOW, THEREFORE, BE IT RESOLVED by the Halifax County Board of Commissioners THAT:

- The Board of Commissioners supports NCDOT's plans to construct a second Roanoke River crossing which will include approximately 10.5 miles of double track across the National Gateway Corridor.
- The Board of Commissioners supports the location of an Amtrak Passenger Train Station in Weldon, North Carolina.

Adopted this 2nd day of October, 2018.



Vernon J. Bryant, Chairman



Andrea H. Wiggins, Clerk to the Board

**MINUTES
HALIFAX COUNTY
BOARD OF COMMISSIONERS
REGULAR MEETING
OCTOBER 15, 2018**

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

The Halifax County Board of Commissioners held a Regular Meeting on Monday, October 15, 2018 at 5:30 P. M. in the Historic Courthouse, Halifax, North Carolina.

PRESENT: Honorable J. Rives Manning, Jr., Vice Chairman
Honorable Carolyn C. Johnson
Honorable Marcelle O. Smith
Honorable Vernon J. Bryant, Chairman
Honorable T. Patrick W. Qualls (Left the meeting 5:49 P. M.)
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
Renee Perry, Human Resources Management Director
Linda E. Taylor, Interim Human Resources Management Director
Ian M. Bumgarner, Senior Management Analyst
Michelle F. Moseley, Paralegal

Call to Order

Chairman Bryant called the meeting to order.

Invocation and Pledge of Allegiance

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

Adoption of the Agenda

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

Conflict of Interest

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

1. Agenda Items

A. Reentry Initiative Program

Victor Hinnant, Regional Reentry Specialist, North Carolina Department of Commerce Division of Workforce Solutions, addressed the Board and provided a brief presentation regarding the Reentry Initiative Program. The North Carolina Department of Commerce in partnership with the Reentry Initiative Program assisted communities such as Halifax County organize leadership in partnership with the North Carolina Department of Public Safety to move the Reentry Initiative Program forward by forming a Local Reentry Council to support returning citizens who encountered barriers. The Local Reentry Council consisted of an organized network of individuals and agencies that provided supervision and coordination of innovative responses to the reintegration of offenders and formerly incarcerated individuals at the local level and utilize the existing program services. The purpose of the Local Reentry Council was to bring together individuals who could offer assistance and resources to help offenders and formerly incarcerated individuals to become productive citizens, reduce recidivism, and victimization. The Local Advisory Committee encompassed a wide range of local faith, non-profit, government and business leaders and formerly incarcerated individuals who communicate identified resource gaps to the Local Reentry Council and where possible, responds to these gaps with local resources. The Local Reentry Council membership would consist of individuals from local prison facilities, community corrections, division of juvenile justice, alcohol and chemical dependency programs, county public health department, county department of social services, county vocational rehabilitation services, local management entity, local workforce development board, local division of workforce solutions, county public housing authority, local division of motor vehicles, local community college, local community action agency, local government board and council members, local chamber of commerce representative, local sheriff's department, county district attorney's office, county clerk of courts, local city/town police department, legal aid representative, local public defender's office, local service providers, faith based and non-profit organizations, local employers, and formerly incarcerated individuals. It was requested that the Board submit names of interested and dedicated volunteers to serve on the Local Reentry Council.

Chairman Bryant requested that the Board submit names of volunteers to the County Manager to be provided to Mr. Hinnant. Commissioner Qualls stated that he would be submitting names to the County Manager. He left the meeting at 5:49 P. M. Commissioner Manning recommended the name of William Hodge. Commissioner Smith expressed interest in serving on the Local Reentry Council.

B. Ash Monofill Capital Project Budget Ordinance Amendment

Greg Griffin, Public Utilities Director, addressed the Board regarding an Ash Monofill Capital Project Budget Ordinance amendment. The Ash Monofill Final Cover Capital Project Ordinance was approved by the Board during its June 4, 2018 Regular Meeting and bids for the project were opened on September 19, 2018. The lowest responsive responsible bid was in the amount of \$186,919, which was more than the budgeted amount approved in the existing Capital Project Ordinance. It was requested that the Board approve the amended Capital Project Ordinance that would increase the construction line in the amount of \$178,000 and increase the contingency line in the amount of \$8,919, which is attached to these minutes as Attachment A.

Commissioner Manning moved to approve the Ash Monofill Capital Project Budget Ordinance amendment. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

C. Construction and Demolition Landfill Capital Project Budget Ordinance

Greg Griffin, Public Utilities Director, addressed the Board regarding the Construction and Demolition Landfill Capital Project Budget Ordinance. The existing Construction and Demolition Landfill was near permitted capacity. Public Utilities was required to construct an approved final cover over the existing Construction and Demolition Landfill. The North Carolina Department of Environmental Quality had approved a new Construction and Demolition Disposal Site in the borrow area where the soil would be removed to construct the final cover on the existing Construction and Demolition Landfill. The proposed Construction and Demolition Landfill Capital Project Budget Ordinance, which is attached to these minutes as Attachment B, would provide funding in the amount of \$787,483 for the project to include the installation of the final cover on the existing Construction and Demolition Landfill and the construction of the new Construction and Demolition Disposal site. It was requested that the Board approve the Construction and Demolition Landfill Capital Project Budget Ordinance to construct the final cover on the existing Construction and Demolition Landfill and construct a new Construction and Demolition Disposal Site.

Commissioner Smith moved to approve the Construction and Demolition Landfill Capital Project Budget Ordinance to construct the final cover on the existing Construction and Demolition Landfill and construct a new Construction and Demolition Disposal Site. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

D. Ash Monofill Final Cover, Construction and Demolition Final Cover, and New Construction Bid Award

Greg Griffin, Public Utilities Director, addressed the Board regarding the Ash Monofill Final Cover, Construction and Demolition Final Cover, and the new construction bid award. The construction of final cover systems composed of soil and geo-membrane liners were required for the Ash Monofill and the existing Construction and Demolition Disposal Landfill. A new Construction and Demolition Disposal Site had been approved in the area where soil would be removed to construct the final cover for the existing Construction and Demolition Disposal Landfill. Bids were opened on September 19, 2018 for the construction of the Ash Monofill and Construction and Demolition Disposal Final Cover construction projects. The projects were bid

together and completion of the Construction and Demolition Disposal Final Cover Project would create a new Construction and Demolition Disposal area. The lowest responsive responsible bidder was Glover Construction Company, Inc. in the amount of \$2,971,221. It was requested that the Board award the bid for the construction of the Ash Monofill and Construction and Demolition Landfill Final Cover Projects to Glover Construction Company, Inc., in the amount of \$2,971,221.

Commissioner Brewer moved to approve the bid for the construction of the Ash Monofill and Construction and Demolition Landfill Final Cover Projects to Glover Construction Company, Inc., in the amount of \$2,971,221 and authorize staff to negotiate and execute the construction contract. Commissioner Manning seconded the motion, which passed unanimously by voice vote.

2. Other Business

A. Resolution Honoring Centenarian Easter Milton Pearson Johnson

Chairman Bryant requested that the Board adopt the Resolution Honoring Centenarian Easter Milton Pearson Johnson, which is attached to these minutes as Attachment C.

Commissioner Manning moved to adopt the Resolution Honoring Centenarian Easter Milton Pearson Johnson. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

B. Pearlie B. Bellamy 95th Birthday

Chairman Bryant requested that the Board approve a letter of special recognition in honor of the 95th Birthday of Pearlie B. Bellamy.

Commissioner Smith moved to approve a letter of special recognition in honor of the 95th Birthday of Pearlie B. Bellamy. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

C. Bishop Shelton C. Daniel, Greater Joy North, 25th Pastoral Anniversary

Chairman Bryant requested that the Board approve a letter of special recognition in honor of Bishop Shelton C. Daniel as Greater Joy North celebrates his 25th Pastoral Anniversary.

Commissioner Brewer moved to approve a letter of special recognition in honor of Bishop Shelton C. Daniel as Greater Joy North celebrates his 25th Pastoral Anniversary. Commissioner Smith second the motion, which passed unanimously by voice vote.

D. Mid-Atlantic Eye Physicians, P. A.

Cathy A. Scott, Economic Development Director, addressed the Board regarding Mid-Atlantic Eye Physicians, P. A. The County's Economic Development Agreement with Mid-

Atlantic, P. A., for the sewer extension funded in part by the North Carolina Department of Commerce required the company to construct a new medical facility and be in operation no later than October 31, 2018. Mid-Atlantic Eye Physicians, P. A., indicated that construction costs had increased significantly, and they were currently working with their architecture to modify the building plans to fit their budget, which had delayed construction. Mid-Atlantic Eye Physicians, P. A., would like to amend the Economic Development Agreement, which would be the second amendment with the County, to extend the time to construct the facility and begin operations on December 31, 2019. The County grant agreement with the North Carolina Department of Commerce would terminate on February 16, 2019. If the Board approved the modification to the Economic Development Agreement and Legally Binding Commitment, there would need to be a request for an extension regarding the County's grant agreement with Rural Economic Development for the Economic Infrastructure Grant from February 16, 2019 to February 16, 2020, in which it was anticipated that the North Carolina Department of Commerce would approve. Mid-Atlantic Eye Physicians, P. A., had provided the job creation documentation and reported that the jobs had been created. Once the verification of job creation and retention were documented for six months, the County could submit a job certification form to release the company and the County from the job creation requirements. It was requested that the Second Modification to Economic Development Agreement and Amendment to Rural Economic Development Legally Binding Commitment be approved.

Commissioner Smith moved to approve the Second Modification to Economic Development Agreement and Amendment to Rural Economic Development Legally Binding Commitment. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

E. Renee Perry, Human Resources Management Director

Mr. Brown introduced Renee Perry, new Human Resources Management Director, to the Board. Chairman Bryant welcomed Ms. Perry to Halifax County.

3. Closed Session

Commissioner Manning moved that Closed Session be entered pursuant to N. C. G. S. §143-318.11(a) to discuss (4) Economic Development 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.

4. Adjourn until the November 5, 2018 Regular Meeting

Commissioner Manning moved to adjourn the meeting until the November 5, 2018 Regular Meeting. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

Vernon J. Bryant, Chairman
Halifax County Board of Commissioners

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

Attachment A

**AMENDMENT 1
ASH MONOFILL FINAL COVER
CAPITAL PROJECT ORDINANCE**

Whereas, the Ash Monofill Final Cover Capital Project Ordinance was approved by the Halifax County Board of Commissioners June 4, 2018, and

Whereas, construction bids were received for The Project September 19, 2018, and


Whereas, the lowest responsive, responsible bid is more than the amount authorized in the Ash Monofill Final Cover Capital Project Ordinance

Amendment 1 increases the project budget construction line \$178,000 and increases the contingency line \$8,919.

The project budget authorized by Amendment 1 is:

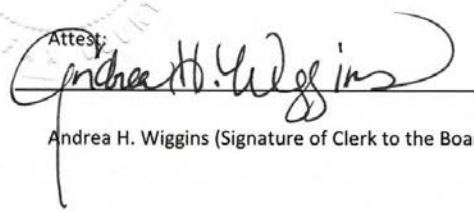
Construction	\$2,378,000
Technical & Construction Administration	\$218,000
Contingency	<u>\$118,919</u>
Total	\$2,714,919

Adopted this 15th day of October, 2018 at Halifax, North Carolina.



Vernon J. Bryant (Signature of Chairman)

Attest:



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

Attachment B

**HALIFAX COUNTY
CONSTRUCTION & DEMOLITION
LANDFILL CAPITAL PROJECT
ORDINANCE**

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

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

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

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

Construction	\$592,841
Technical & Construction Administration	\$115,000
Contingency	<u>\$29,642</u>
	\$787,483

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

Halifax County Solid Waste Fund Balance	\$787,483
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Section 5. The Finance Officer is hereby directed to maintain within the capital project fund sufficient specific detailed accounting records to satisfy the requirements of state regulations.

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

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

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

Attachment B

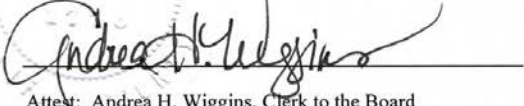
Section 9. The Finance Officer may move funds between expenditure line items, including contingency, to cover shortages in any expenditure line items and report such changes to the County Board of Commissioners at their next meeting.

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

Adopted this 15th day of October, 2018 at Halifax, North Carolina.



Vernon J. Bryant (Signature of Chairman)



Attest: Andrea H. Wiggins, Clerk to the Board



*Resolution
in Honor of Halifax County Centenarian
Easter Milton Pearson Johnson*

Whereas, Easter Milton Pearson Johnson was born on November 15, 1918; and

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

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

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

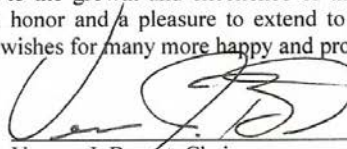
Whereas, Halifax County recognizes the contributions of senior citizens to our community and the important role they serve in our society; and

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

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

This the 15th day of October, 2018.




Vernon J. Bryant, Chairman
Halifax County Board of Commissioners


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

**MINUTES
HALIFAX COUNTY
BOARD OF COMMISSIONERS
REGULAR MEETING
NOVEMBER 5, 2018**

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

The Halifax County Board of Commissioners held a Regular Meeting on Monday, November 5, 2018, at 9:30 A. M. in the Historic Courthouse, Halifax, North Carolina.

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

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

ABSENT: Honorable Marcelle O. Smith

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

Conflict of Interest

Commissioner Manning stated that he had a perceived conflict regarding Item 1. Consent Agenda, A. Approval of Minutes. There was no other conflict of interest noted by any member of the Board.

1. Consent Agenda

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

A. Approval of Minutes

Andrea H. Wiggins, Clerk to the Board, requested that the Board approve the draft minutes of the July 18, 2017 Special Meeting; August 7, 2017 Regular Meeting; September 5, 2017 Regular Meeting; September 18, 2017 Regular Meeting; October 2, 2017 Regular Meeting; October 16, 2017 Regular Meeting; November 6, 2017 Regular Meeting; November 20, 2017 Regular Meeting; December 4, 2017 Organizational Meeting; December 4, 2017 Regular Meeting; December 8, 2017 Regular Meeting; January 2, 2018 Regular Meeting; January 16, 2018 Regular Meeting; February 5, 2018 Regular Meeting; February 5, 2018 Special Meeting; February 19, 2018 Regular Meeting; February 20, 2018 Special Meeting; March 12, 2018 Regular Meeting; March 13, 2018 Special Meeting; April 2, 2018 Board of Equalization and Review Meeting; April 2, 2018 Regular Meeting; April 16, 2018 Regular Meeting; April 24, 2018 Regular Meeting; May 7, 2018 Board of Equalization and Review Meeting; and May 7, 2018 Regular Meeting.

B. Budget Amendments

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

C. Property Tax Refund and Releases - October 2018

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

Tony N. Brown, County Manager, requested clarification regarding the turnaround time for drafting minutes. He stated that the Board's guidance to him and the Clerk to the Board was that the minutes would be up to date within a 90-day turnaround from the date of the meeting to draft the minutes and submit them for approval by the Board. He further stated that Commissioner Manning recommended a 30-day turnaround to draft the minutes and submit them for approval by the Board. He inquired if the Board was changing the time of submission from

90 days to 30 days. Chairman Bryant stated that the Board had previously approved a 90-day turnaround time and inquired if the Board wished to amend its previous decision.

Commissioner Manning moved to approve a 30-day turnaround to draft the minutes and submit them for approval by the Board. The motion died for the lack of a second.

2. Special Recognition

A. 2018 Adoption Awareness Month Proclamation

Dora Carter, Department of Social Services Director, requested that the Board approve the 2018 Adoption Awareness Month Proclamation, which is attached to these minutes as Attachment B.

Commissioner Manning moved to approve the 2018 Adoption Awareness Month Proclamation. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

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

There were no public comments.

4. Public Hearing

A. Project Subway Economic Development Agreement

Cathy A. Scott, Economic Development Director, addressed the Board stating that a manufacturing company was considering the expansion of its manufacturing operations in the County. The company would create a taxable investment in the amount of \$7,700,000 in the form of machinery and equipment and create 79 new fulltime jobs. Pursuant to N. C. G. S. §158-7.1, the County was authorized to appropriate and expend funds for economic development purposes in the amount of \$200,000 to be paid in annual installments over the next five years. The amount of each grant payment would be contingent upon the level of taxable investment and actual number of jobs created by the company in any given year. Pursuant to N. C. G. S. §158-7.1(d), the County was authorized to convey interest in real property and would convey approximately 8.5 acres of land on N. C. Highway 903, Halifax, to the manufacturing company in the amount of \$20,000 per acre for a total of \$160,000. As consideration for this conveyance, the Board would take into account prospective tax revenues over the next ten years from the improvements to be constructed on the property by the company and the company would be contractually bound to make the anticipated improvements as a condition of the conveyance. The expansion of the manufacturing company would stimulate, diversify, and stabilize the local economy, promote business, increase the population and taxable property, and result in the creation of a substantial number of good paying jobs in the County. It was requested that the Board adopt the resolution authorizing the appropriation and expenditure of an Economic Development Incentive Grant in the amount of \$200,000 to be paid over the next five years and the conveyance of approximately 8.5 acres of real property located on N. C. Highway 903,

Halifax, which is attached to these minutes as Attachment C, and to authorize the Chairman to execute the Economic Development Agreement in substantially the same form as presented.

Commissioner Johnson moved to open the public hearing. Commissioner Qualls seconded the motion, which passed unanimously by voice vote.

Chairman Bryant inquired if there were any comments from the public regarding the Project Subway Economic Development Agreement. After comments were received from Jeffrey Dowhan, 309 North Brown Road, Littleton and William Hodge, 425 Rightmyer Drive, Roanoke Rapids, Commissioner Qualls moved to close the public hearing. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

5. Agenda Item

A. Deputy Sheriff - Halifax County Schools Resource Officer

S. Wes Tripp, Sheriff, addressed the Board requesting the approval of an additional Deputy Sheriff position to serve as a Halifax County Schools Resource Officer. A request was received from Dr. Eric Cunningham, Halifax County Schools Superintendent, for a Deputy Sheriff to serve as a school resource officer, which would be fully reimbursed by the Halifax County School Board. The County Attorney would amend the existing contract with the school system to reflect a total of six school resource officers along with the additional cost. It was requested that the Board approve the 401K position for a Deputy Sheriff to serve as a School Resource Officer for Halifax County Schools and to authorize the County Attorney to amend the existing contract with the school system.

Commissioner Qualls moved to approve the 401K position for a Deputy Sheriff to serve as a school resource officer for Halifax County Schools and to authorize the County Attorney to amend the existing contract. Commissioner Manning seconded the motion, which passed unanimously by voice vote.

6. Action on Public Hearing

A. Project Subway Economic Development Agreement

Commissioner Manning moved to adopt the resolution authorizing the appropriation and expenditure of an Economic Development Incentive Grant in the amount of \$200,000 to be paid over the next five years and the conveyance of approximately 8.5 acres of real property located on N. C. Highway 903, Halifax, and to authorize the Chairman to execute the Economic Development Agreement in substantially the same form as presented. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

7. Board Appointments

Halifax County Planning Board

Commissioner Qualls moved to appoint Thomas Wrenn to serve the unexpired term of Robert Moore, Jr., on the Halifax County Planning Board, term expiring February 28, 2019. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

Health Board

Commissioner Brewer moved to appoint Eric Nicholson to replace Raj Bhagwandass on the Health Board, term expiring December 31, 2018. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

Juvenile Crime Prevention Council

Commissioner Manning moved to appoint Teresa King to replace Sandra Fleming on the Juvenile Crime Prevention Council, term expiring January 31, 2019. Commissioner Qualls seconded the motion, which passed unanimously by voice vote.

Parks and Recreation Advisory Board

Commissioner Qualls moved to appoint Carolyn Battle to replace Chris Wicker on the Parks and Recreation Advisory Board, term expiring September 30, 2021. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

8. Economic Development Report

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

9. County Manager's Report

A. NCACC 2019 Legislative Goals Conference Voting Delegate

Tony N. Brown, County Manager, addressed the Board stating that the North Carolina Association of County Commissioners was requesting that each board of county commissioners designate a commissioner or other official to serve as a voting delegate for the 2019 Legislative Goals Conference.

Commissioner Manning recommended deferring action on this matter until the next meeting due to the upcoming election. It was the consensus of the Board to defer action regarding this matter until the November 19, 2018 Regular Meeting.

B. Charters of Freedom

Tony N. Brown, County Manager, addressed the Board stating that staff continued to move forward with the Charters of Freedom project that would include the Halifax Resolves. It was requested that the Board designate a citizen to serve as champion/advocate for the Charters

of Freedom project. A list of potential citizens was submitted for the Board's consideration, which included Judy Barbee, Frankie King, Turner Stephenson, Ken Wilson, and Richard Woodruff.

It was the consensus of the Board that the County Manager contact each citizen in regards to serving as the Charters of Freedom champion/advocate.

10. County Attorney's Report

A. Forest Hills Shopping Center Offer to Purchase Property on Park Avenue and East 10th Street

M. Glynn Rollins, Jr., County Attorney, addressed the Board regarding the adoption of resolutions authorizing the upset bid process for the sale of County property, Forest Hills Shopping Center, located on Park Avenue and East 10th Street, Roanoke Rapids. Cynthia M. Fowler presented a \$500 offer to purchase a portion of the Forest Hills Shopping Center fronting 14 feet on Park Avenue and running back 140 feet, adjacent to what used to be the BB&T Proctor Owen Insurance office. Also, Cynthia M. Fowler, Trustee under the Mildred V. Medlin Revocable Trust f/b/o Clarence K. Medlin, presented a \$1,500 offer to purchase a portion of the Forest Hills Shopping Center property, fronting 50 feet on East 10th Street and running back 147.68 feet to what used to be known as Medlin Tire and the new DrugCo store. The resolutions authorizing the upset bid process for the sale of County property on the Park Avenue tract and East 10th Street tract of the Forest Hills Shopping Center, which are attached to these minutes as Attachment D, were provided for the Board's review. The offers to purchase and a copy of the N. C. G. S. §160A-269, which described the upset bid process that would have to be followed in order to sell the properties were also provided for review. It was requested that the Board determine whether to proceed with the upset bid process. If the Board was not interested in pursuing these offers, no action was required; however, if the Board wished to move forward the resolutions would need to be adopted.

Commissioner Qualls moved to adopt the resolutions authorizing the upset bid process for the sale of County property, Forest Hills Shopping Center, located on Park Avenue and East 10th Street, Roanoke Rapids. Commissioner Johnson seconded the motion.

The votes were as follows:

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

11. Other Business

There was no other business for discussion.

12. Closed Session

Commissioner Qualls moved that Closed Session be entered pursuant to N. C. G. S. §143-318.11(a) (1) to approve the May 7, 2018 Closed Session minutes. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

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

Commissioner Brewer moved to approve the May 7, 2018 Closed Session minutes that would remain sealed until allowed to be released. Commissioner Qualls seconded the motion, which passed unanimously by voice vote.

13. Adjourn until November 19, 2018 Regular Meeting

With there being no further matters to come before the Board, Commissioner Johnson moved to adjourn the meeting until the November 19, 2018 Regular Meeting. Commissioner Qualls seconded the motion, which passed unanimously by voice vote.

Vernon J. Bryant, Chairman
Halifax County Board of Commissioners

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

Budget Amendments

Fiscal Year 18 - 19

November 5, 2018

1	Transfer & Support Services - Budget revenue generated for Unity & Success Team at Harvest Days	\$ 214.15
2	Cooperative Extension - Farmer's Market - Budget additional revenue from booth rentals	1,250.00
3	Sheriff - Budget insurance claim proceeds from an at-fault accident during Hurricane	5,807.50
4	Sheriff - Budget insurance claim proceeds from an at-fault accident during Hurricane	5,050.29
5	DSS - Budget additional funds for Safe Kids Grant	800.00
6	Cooperative Extension - Extension Agent Program - Budget additional revenue from donations & Fees	629.00
7	Cooperative Extension - County Extension Program - Budget additional revenue from activities, fees and donations	1,032.00
8	Cooperative Extension - 4H Account - Budget additional revenue from activities, fees and donations	535.00
9	EMS - Budget insurance claim proceeds from a deer collision	663.81

Approved: November 5, 2018



Vernon J. Bryant
Chairman



**Proclamation
Adoption Awareness Month
November 2018**

WHEREAS, North Carolina families are encouraged to share their hearts and homes with youth ages nine and older who are waiting to be adopted; and

WHEREAS, every child deserves the opportunity to grow up in a loving, stable home and adoption is one way to build a family; and

WHEREAS, caring adults can make all the difference in the lives of young people, sibling groups, children with special needs, and teenagers; and

WHEREAS, there are more than 400,000 children in foster care in the United States and of that number, 100,000 are waiting to be adopted; and

WHEREAS, every County Department of Social Services in the State of North Carolina has worked diligently to place foster children in adoptive homes; and

WHEREAS, the North Carolina Kids Adoption and Foster Care Network, with the North Carolina Department of Health and Human Services, Division of Social Services, recruits approved adoptive families with the hope of placing current children in foster care who are awaiting adoption; and

WHEREAS, the State of North Carolina joins the North Carolina Department of Health and Human Services in spreading awareness on behalf of the hundreds of children in foster care in our State who continue to wait for a permanent home;

NOW THEREFORE, BE IT RESOLVED, we, the Halifax County Board of Commissioners, do hereby proclaim **November 2018** as **Adoption Awareness Month** and call upon all citizens, community agencies, faith groups, elected leaders and businesses to join us in acknowledging, supporting and rejoicing in the union of families through adoption.

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 5th day of November, 2018.



Vernon J. Bryant, Chairman
Halifax County Board of Commissioners

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

RESOLUTION AUTHORIZING AN
ECONOMIC DEVELOPMENT INCENTIVE GRANT (EDIG)
AND THE CONVEYANCE OF REAL PROPERTY
TO A MANUFACTURING COMPANY
(PROJECT SUBWAY)

WHEREAS, a certain manufacturing company is currently considering an expansion of its manufacturing operations in Halifax County; and

WHEREAS, G.S. 158-7.1(a) authorizes a county to make appropriations and expenditures for economic development purposes; and

WHEREAS, G.S. 158-7.1(d) authorizes a county to convey or lease interests in real property; and

WHEREAS, the Halifax County Board of Commissioners held a public hearing to consider whether to offer certain incentives to a manufacturing company in the form of a cash incentive grant in the estimated amount of \$200,000.00 payable in annual installments over a five (5) year period of time and the conveyance of 8.5 acres of land on Hwy 903, Halifax, NC, and more particularly described in the proposed form of Economic Development Agreement attached hereto; and

WHEREAS, it is anticipated that the manufacturing company will make an additional taxable investment including real property improvements, machinery and equipment within Halifax County of at least \$7,700,000.00 in Halifax County; and

WHEREAS, it is anticipated that the manufacturing company will create 79 new permanent jobs in Halifax County which will pay wages that exceed the current average weekly wage for Halifax County; and

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

WHEREAS, the amount of any given annual installment payment under the proposed appropriation and expenditure shall be contingent upon the level of taxable investment made by the company in the form of land, buildings, machinery, and equipment, and also contingent upon the creation

Attachment C

of a specified number of new jobs in the county, the establishment of certain wage levels for those jobs, and maintaining a specified level of taxable investments, jobs and wages over the grant period; and

WHEREAS, the funding for this incentive will be appropriated from the county's general fund; and

WHEREAS, the Board of Commissioners finds that conveyance of the property to the manufacturing company, subject to an appropriate reversionary or reverter clause, will stimulate the local economy, promote business and result in the creation of a substantial number of jobs in Halifax County that pay at or above the median average hourly wage in the County; and

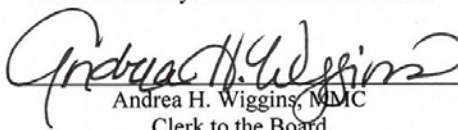
WHEREAS, a proposed form of Economic Development Agreement attached hereto setting out the terms and conditions of the cash incentive grant and the conveyance of property has been presented to the Board;

NOW, THEREFORE, BE IT RESOLVED THAT, subject to the decision of the manufacturing company to expand its operations in Halifax County, authorization is given to appropriate and expend up to \$200,000.00 of county funds, payable in annual installments over a period of five (5) years, as an incentive grant for this manufacturing company, and to convey the aforesaid 8.5 acres of land located on Hwy 903, Halifax, NC, subject to the terms and conditions as substantially set forth in the proposed form of Economic Development Agreement attached to this resolution.

Adopted this 5th day of November, 2018.



Vernon J. Bryant Chairman
Halifax County Board of Commissioners



Andrea H. Wiggins, MMC
Clerk to the Board

NORTH CAROLINA

ECONOMIC DEVELOPMENT AGREEMENT

HALIFAX COUNTY

THIS AGREEMENT is made and entered into this ____ day of _____, 2018, by and between, Halifax County, a body politic and political subdivision of the State of North Carolina, hereinafter referred to as the "County", and _____, hereinafter referred to as the "Company". The County and the Company are sometimes referred to herein collectively as the "Parties" and individually as a "Party";

WITNESSETH:

WHEREAS, the Company intends to expand its manufacturing operations in Halifax County (the "Expanded Facility"); and

WHEREAS, the County is willing to provide certain incentives to the Company to assist the Company with the expansion of the Facility in Halifax County and to provide employment opportunities at the Facility; and

NOW, THEREFORE, in consideration of the mutually beneficial terms and conditions set forth below, the adequacy of which are hereby acknowledged, the County and the Company agree as follows:

I. Terms.

A. The County agrees as follows:

1. The County, on or before _____, will convey to the Company, at a cost of ONE DOLLAR (\$1.00) and other valuable consideration, that certain tract or parcel of land being approximately 8.5 acres, more or less, located on Hwy 903, Faucetts Township, Halifax County, which is more particularly described on Exhibit A attached hereto and made a part hereof (the "Property"). Title conveyed shall be fee simple determinable, with

Attachment C

an automatic right of reverter, upon the failure of the Company to complete construction of parking and shipping and receiving improvements on the Property, or the failure to meet and maintain the job creation and taxable investment requirements set forth in this Agreement. The Parties acknowledge and agree that the fair market value of the Property at the time of the conveyance has been determined to be \$160,000.00. The Parties also acknowledge and agree that for purposes of satisfying the requirements of G.S. 158-7.1(d) and (d2), the County must eventually receive this amount of consideration (\$160,000.00) from the Company for the Property, and the County has taken into account as a part of the consideration it will receive for the conveyance of the Property the prospective *ad valorem* tax revenues from improvements to be constructed by the Company on the Property and the Company's expansion of its existing facility, sales tax revenues to be generated in the area by the expansion of the Company's operations, as well as other prospective tax revenues or income over the next ten years as a result of the expansion of the Company's operations.

2. The County will provide a cash incentive grant in the amount of \$200,000 to assist the company in the expansion of its manufacturing operations.

3. Subject to the job creation and job retention requirements set forth herein, and further subject to the *ad valorem* taxable investment creation and retention requirements set forth herein, the cash incentive grant will be paid to the Company on the following schedule:

\$40,000.00 to be paid on December 31 of the end of Year 1

\$40,000.00 to be paid on December 31 of the end of Year 2

\$40,000.00 to be paid on December 31 of the end of Year 3

\$40,000.00 to be paid on December 31 of the end of Year 4

Attachment C

\$40,000.00 to be paid on December 31 of the end of Year 5

Total of Payments: \$200,000.00

It is understood and agreed that "Year 1" shall be the first year in which the Company is liable for the payment of county property taxes on the initial \$7,700,000.00 ad valorem taxable investment in connection with its Expanded Facility. "Year 2" means the following calendar year, etc.

B. The Company agrees as follows:

1. The Company will create a taxable investment of \$7,700,000 in machinery and equipment in its Expanded Facility by December 31, 2019.
2. The Company will complete construction of parking and shipping and receiving improvements on the conveyed Property within three (3) years from the date of this Agreement.
3. The Company will create and maintain an additional 79 full-time jobs at the Expanded Facility not later than three (3) years from the date of this Agreement.
4. The Company agrees that the average hourly wage paid by the Company at the Halifax County facility will be at or above the median average hourly wage in Halifax County, plus benefits including at least 50% of the cost of employee-only health insurance. The term "median average hourly wage" is defined as the median average hourly wage for all insured industries in the County as computed by the Employment Security Commission for the most recent period for which data is available. The Parties acknowledge that the median average hourly wage in Halifax County is currently \$15.30.
5. As evidence of new job creation, the Company will provide Halifax County with a copy of its Quarterly Tax and Wage Statement filed with the North Carolina

Attachment C

Department of Commerce, Division of Employment Security("DES") , for each calendar quarter ending on September 30 during the term hereof. The submission of this report (except for the grant payment in Year 1 for which the Company may supply other documentation of FTJs, as described below), is a condition precedent to the payment of any grant payment to the Company by the County.

6. The Company will provide equal opportunity to all of its employees and applicants for employment and to assure that there shall be no discrimination against any person on the basis of race, color, religion, creed, national origin, sex, age, physical or mental handicap, marital status or political beliefs unless related to a bona fide occupational requirement. Further, the Company will make a good faith effort to employ residents of Halifax County at its Facility.

7. The Company shall remain current with any and all tax obligations to Halifax County.

8. During the period of this Agreement covering Year 2 through Year 5, the Company will maintain a total *ad valorem* taxable investment including real property, machinery and equipment within Halifax County of at least \$7,700,000.

II. ADDITIONAL PROVISIONS. The County and the Company further agree as follows:

A. If in any year during the term of this Agreement the Company fails to create at least ninety percent (90%) of the cumulative number of FTJs as outlined in paragraph I.B.3. hereof, there will be no grant payment made by the County to the Company for that year. Further, subsequent "catch-up" of cumulative job creation shall not re-entitle the Company to a grant payment for any year in which FTJ goals were not met.

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B. For any year during the term of this Agreement in which the Company fails to retain at least ninety percent (90%) of the jobs actually created in prior years under this Agreement, the County shall be entitled to recapture of a portion of the funds already paid under Paragraph I.A.2. The Company shall repay to the County an amount equal to the total amount of funds paid to date by the County, divided by the number of jobs actually retained by the Company, times the number of jobs by which the Company falls short of the required 90% cumulative retention rate. No subsequent grant payment(s) shall be made to the Company for any remaining year(s) if the Company does not make the recapture payments required under this Paragraph.

C. If in any year during the term of this Agreement the Company fails to create at least ninety percent (90%) of the cumulative ad valorem taxable investment as outlined in paragraph I.B.1 hereof, there will be no grant payment made by the County to the Company for that year. Further, subsequent "catch-up" of ad valorem taxable investment shall not re-entitle the Company to a grant payment for any year in which ad valorem taxable investment goals were not met.

D. For any year during the term of this Agreement in which the Company fails to retain at least ninety percent (90%) of the ad valorem taxable investment created in prior years under this Agreement, the County shall be entitled to recapture of a portion of the funds already paid under Paragraph I.A.2. The Company shall repay to the County an amount equal to the total amount of funds paid to date by the County, divided by the level of ad valorem taxable investment actually maintained by the Company, times the amount by which the Company falls short of the required 90% cumulative retention amount. No subsequent grant payment(s) shall

Attachment C

be made to the Company for any remaining year(s) if the Company does not make the recapture payments required under this Paragraph.

E. No grant payment shall be made to the Company if the Company is not current in its tax obligations to the County. Further, subsequent payment of past due taxes shall not re-entitle the Company to a grant payment for any year in which those taxes were past due.

III. Notices. Any communication required or permitted by this Agreement must be in writing except as expressly provided otherwise in this Agreement. Such communication shall be deemed sufficiently given immediately upon delivery by hand, or five days after being mailed by certified mail, postage prepaid, and addressed as follows:

A. If to the Company:

[information needed]

B. If to the County:

Mr. Tony N. Brown
Halifax County Manager
Post Office Box 38
Halifax, North Carolina 27839

IV. Governing Law. This agreement shall be governed by the laws of the State of North Carolina.

V. Severability. If any provision of this Agreement shall be determined to be unenforceable, that determination shall not affect any other provision of this Agreement.

VI. Assignment. This Agreement may not be assigned, except that the rights and obligations under this Agreement may be assigned to any subsidiary of the Company, and shall inure to the benefit of and be binding upon its successors and or assigns.

Attachment C

VII. Entire Agreement; Amendments. This Agreement constitutes the entire contract between the parties, and this Agreement shall not be changed except in writing signed by all the parties.

VIII. Binding Effect. Subject to the specific provisions of this Agreement, this Agreement shall be binding upon and inure to the benefit of and be enforceable by the parties and their respective successors and assigns.

(This space is intentionally blank. Signatures are on the following page.)

Attachment C

IN WITNESS WHEREOF, the County and the Company have caused this instrument to be executed by their duly authorized officers this day and year first above written.

HALIFAX COUNTY

By: _____
Tony N. Brown, County Manager

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

ATTEST:

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

Company

By: _____

Title: _____

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

Finance Officer

Approved as to Form and Legality

County Attorney

Attachment D

Resolution Authorizing Upset Bid Process
For the Sale of County Property
(Park Avenue Tract, Forest Hills Shopping Center, Roanoke Rapids, NC)

WHEREAS, Halifax County (the County) owns certain real property in the City of Roanoke Rapids, Halifax County, North Carolina, generally described as the parking lot and access drives for Forest Hills Shopping Center; and

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

WHEREAS, Cynthia M. Fowler has submitted an offer in the amount of \$500.00 to the County to purchase a portion of the property described as follows (the Property):

That certain tract or parcel of land lying and being situate in the City of Roanoke Rapids, Halifax County, North Carolina, and being more particularly described as follows: BEGINNING at a point on the northwestern edge of the right of way for Park Avenue, said point being the southernmost corner of property now owned by Cynthia Medlin Fowler (see deed recorded in Book 2513, Page 580, Halifax Public Registry, Tract Two); thence from said point of beginning and along the southwestern boundary line of said Fowler property North 33 degrees, 01 minutes West 140 feet, more or less, to a point at the westernmost corner of said Fowler property; thence turning along a new line South 56 degrees, 57 minutes West 14 feet to a new point, the westernmost corner of the property described herein; thence turning along a new line South 33 degrees, 01 minutes East (intended to be parallel with the aforesaid southwestern boundary line of the Fowler property) 140 feet to a new point on the northwestern edge of the right of way for Park Avenue; thence turning along a new line along the northwestern edge of the right of way for Park Avenue, North 56 degrees, 57 minutes East 14 feet to the point of beginning.

WHEREAS, Cynthia M. Fowler has paid the required 5% deposit on her offer;

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

1. The Board authorizes the sale of the Property through the upset bid procedure of G.S. 160A-269.
2. The Clerk to the Board (the Clerk) shall cause a notice of the offer to be published. The notice shall describe the Property and the amount of the offer, and shall state the terms under which the offer may be upset.
3. Any person wishing to upset the offer may submit an upset bid to the County Attorney within 10 days after the notice of sale is published. Once a qualifying higher bid has been received, that bid will become the new offer.

Attachment D

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

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

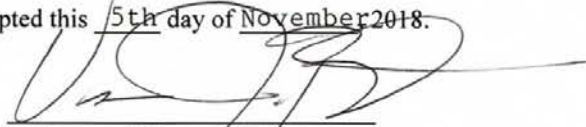
6. A qualifying higher bid must also be accompanied by a deposit in the amount of five percent (5%) of the bid. The County will return the deposit on any bid not accepted, and will return the deposit on an offer subject to upset bid if a qualifying higher bid is received.

7. The terms of the final sale are:

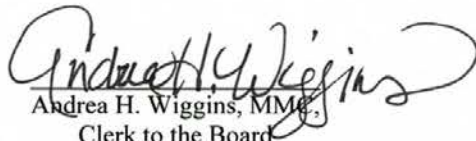
- a. The County must approve the final high offer before the sale is closed.
- b. The buyer must pay with cash or certified funds at closing.
- c. In addition to the purchase price, the buyer must reimburse the County for all advertising costs incurred throughout the upset bid process.
- d. The County will bear no closing or other cost in connection with the sale.
- e. Conveyance of the Property shall be by special warranty deed, subject to all defects in title when the property was acquired by the County.

8. The Board reserves the right to withdraw the property from sale at any time before the final offer is accepted and the right to reject at any time all bids, including the original offer.

Adopted this 5th day of November 2018.



Vernon J. Bryant, Chairman
Halifax County Board of Commissioners



Andrea H. Wiggins, MMG
Clerk to the Board

Attachment D

Resolution Authorizing Upset Bid Process
For the Sale of County Property
(East Tenth Street Tract, Forest Hills Shopping Center, Roanoke Rapids, NC)

WHEREAS, Halifax County (the County) owns certain real property in the City of Roanoke Rapids, Halifax County, North Carolina, generally described as the parking lot and access drives for Forest Hills Shopping Center; and

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

WHEREAS, Cynthia M. Fowler, Trustee of the Mildred V. Medlin Revocable Trust f/b/o Clarence K. Medlin has submitted an offer in the amount of \$1,500.00 to the County to purchase a portion of the property described as follows (the Property):

That certain tract or parcel of land lying and being situate in the City of Roanoke Rapids, Halifax County, North Carolina, and being more particularly described as follows: BEGINNING at a point on the northeastern edge of the right of way for East Tenth Street, said point being the westernmost corner of property now owned by RR Provincial, LLC (See Lot #1, Plat Book 2017, Page 116, Halifax Public Registry); thence from said point of beginning and along the northeastern edge of the right of way for East Tenth Street, North 37 degrees, 52 minutes, 30 seconds West 56.00 feet, more or less, to a point at the southernmost corner of property now owned by Cynthia Medlin Fowler, Trustee of the Mildred V. Medlin Revocable Trust, dated January 10, 2003, f/b/o Clarence Keith Medlin, as set forth in deed recorded in Book 2513, Page 586, Halifax Public Registry, being Tract Two in said deed (hereinafter the "Keith Medlin property"); thence turning along the southeastern boundary line of the Keith Medlin property, North 56 degrees, 57 minutes East 147.68 feet, more or less, to the easternmost corner of the Keith Medlin property; thence turning along a new line, South 37 degrees, 52 minutes, 30 seconds East 56.00 feet, more or less, to a point on the northwestern boundary line of the aforesaid RR Provincial, LLC, property; thence turning along the northwestern boundary of the RR Provincial, LLC, property South 51 degrees 19 minutes, 50 seconds West 147.68 feet, more or less, to a point of the northeastern edge of the right of way for East Tenth Street (also being the westernmost corner of the RR Provincial, LLC, property, the point of beginning.

WHEREAS, Cynthia M. Fowler, Trustee as stated, has paid the required 5% deposit on her offer;

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

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

Attachment D

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

3. Any person wishing to upset the offer may submit an upset bid to the County Attorney within 10 days after the notice of sale is published. Once a qualifying higher bid has been received, that bid will become the new offer.

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

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

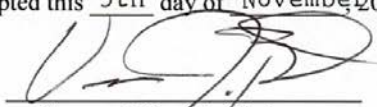
6. A qualifying higher bid must also be accompanied by a deposit in the amount of five percent (5%) of the bid. The County will return the deposit on any bid not accepted, and will return the deposit on an offer subject to upset bid if a qualifying higher bid is received.

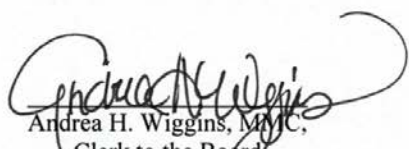
7. The terms of the final sale are:

- a. The County must approve the final high offer before the sale is closed.
- b. The buyer must pay with cash or certified funds at closing.
- c. In addition to the purchase price, the buyer must reimburse the County for all advertising costs incurred throughout the upset bid process.
- d. The County will bear no closing or other cost in connection with the sale.
- e. Conveyance of the Property shall be by special warranty deed, subject to all defects in title when the property was acquired by the County.

8. The Board reserves the right to withdraw the property from sale at any time before the final offer is accepted and the right to reject at any time all bids, including the original offer.

Adopted this 5th day of November 2018.


Vernon J. Bryant, Chairman
Halifax County Board of Commissioners


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

**MINUTES
HALIFAX COUNTY
BOARD OF COMMISSIONERS
REGULAR MEETING
NOVEMBER 19, 2018**

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

The Halifax County Board of Commissioners held a Regular Meeting on Monday, November 19, 2018 at 5:30 P. M. in the Historic Courthouse, Halifax, North Carolina.

PRESENT: Honorable J. Rives Manning, Jr., Vice Chairman
Honorable Carolyn C. Johnson
Honorable Marcelle O. Smith (Left the meeting 5:39 P. M.)
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
Mary W. Duncan, Finance Director
Renee Perry, Human Resources Management Director
Ian M. Bumgarner, Senior Management Analyst
Michelle F. Moseley, Paralegal

ABSENT: Dia H. Denton, Deputy County Manager

Call to Order

Chairman Bryant called the meeting to order.

Invocation and Pledge of Allegiance

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

Adoption of the Agenda

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

Conflict of Interest

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

1. Consent Agenda

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

A. Emergency Management Performance and Tier II Grant

Buddy Wrenn, Emergency Management Coordinator, requested that the Board approve the submission of the Emergency Management Performance and Tier II Grant application, the receipt of funds if awarded, and authorize the appropriate staff to execute the documents.

Commissioner Smith left the meeting at 5:39 P. M.

2. Agenda Items

A. Halifax Community College FY 2018 - 2019 Budget

Dr. Michael A. Elam, Halifax Community College President, addressed the Board and provided a copy of the Halifax Community College Annual Report. Dr. David L. Forester, Vice President of Administrative Services, Halifax Community College, addressed the Board and reviewed the FY 2018 - 2019 Halifax Community College Budget in the amount of \$17,552,044, which included \$1,275,601 in Halifax County funds. The Halifax Community College Board of Trustees approved the budget during its October 2, 2018 meeting.

Commissioner Johnson moved to approve the FY 2018 - 2019 Halifax Community College Budget in the amount of \$17,552,044. Commissioner Qualls seconded the motion, which passed unanimously by voice vote.

B. Annual Sheriff's Report

Sheriff S. Wes Tripp, Sheriff's Office, addressed the Board and provided the annual Sheriff's Report. The Sheriff's Office received 43,251 calls for service. The squad size was increased from eight to ten deputies to allow for better coverage of the County and to reduce response times. The increased Jail population, involuntary commitments due to changes in the mental health system, and the limited Jail capacity resulted in an increase in the transport of inmates; however, the Stepping-Up Initiative and the Misdemeanor Pre-Trial Release Program would hopefully assist with the current Jail overpopulation. Violent crime rate and property crime rate had decreased; however, the murder rate had increased. The Sheriff's Office had the highest rate of solved cases compared to the surrounding counties.

The Halifax County Sheriff's Office sought to be representative of its community and employees were evaluated and promoted strictly on performance and experience, without regard to race, gender, or other unrelated characteristics. The Sheriff's budget was supplemented utilizing federal asset forfeiture funds earned from major cases to purchase needed equipment and was awarded grants to replace outdated laptops, tasers, body cameras, and bulletproof vests for all 32 patrol deputies. The Sheriff's Office partnered with Permitium to create a more simplified, efficient, and convenient system for citizens to receive permits. Community policing included the Church Watch Program, E-Sheriff Email Program, County substations, Tomahawk Meadows, Littleton Volunteer Fire Department, Dogwood Park Apartments, and Victory Baptist Church. Community policing also included the expansion of business and residential security checks, Neighborhood Watch Programs, the enhancement of the Sex Offender Program to assign offenders to deputies and to expand narcotics operations through the City-County Drug Task Force. The Sheriff's Office continued efforts to benefit children such as the annual toy drive, coat drive, North Carolina Safe Kids Campaign, Halifax County Gang Task Force, Bike Rodeo, Checking Station for Child Safety Seats, and the 2018 Sheriff's Summer Camp. The Sheriff's Office also established a food pantry to assist families in need and those affected by the recent hurricane.

Commissioner Qualls moved to accept the Annual Sheriff's Report. Commissioner Manning seconded the motion, which passed unanimously by voice vote.

C. NCACC 2019 Legislative Goals Conference Voting Delegate

Tony N. Brown, County Manager, addressed the Board stating that the North Carolina Association of County Commissioners was requesting that each board of county commissioners designate a commissioner or other official to serve as a voting delegate for the 2019 Legislative Goals Conference.

Commissioner Qualls moved to appoint Commissioner Manning to serve as the NCACC 2019 Legislative Goals Conference Voting Delegate. Commissioner Bryant seconded the motion, which passed unanimously by voice vote.

3. Other Business

There was no other business for discussion.

4. Closed Session

There was no Closed Session for discussion.

5. Adjourn until the December 3, 2018 Regular Meeting

Commissioner Brewer moved to adjourn the meeting until the December 3, 2018 Regular Meeting. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

Vernon J. Bryant, Chairman
Halifax County Board of Commissioners

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

**MINUTES
HALIFAX COUNTY
BOARD OF COMMISSIONERS
ORGANIZATIONAL MEETING
DECEMBER 3, 2018**

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

The Halifax County Board of Commissioners held an Organizational Meeting on Monday, December 3, 2018, at 9:30 A. M. in the Historic Courthouse, Halifax, North Carolina.

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

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

1. Call to Order

M. Glynn Rollins, Jr., County Attorney, called the Organizational Meeting to order.

2. Invocation and Pledge of Allegiance

Reverend John Smith, Little Zion Baptist Church, provided the invocation and the Pledge of Allegiance was then recited.

3. Swearing-In Ceremony

The Honorable W. Turner Stephenson, III, District Court Judge, administered the oath of office to the re-elected Vernon J. Bryant, J. Rives Manning, Jr., and T. Patrick W. Qualls, which are attached to these minutes as Attachment A.

4. Selection of Chairman

M. Glynn Rollins, Jr., County Attorney, addressed the Board and entertained a motion regarding the selection of chairman.

Commissioner Manning moved to nominate Vernon J. Bryant to serve as chairman. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

5. Selection of Vice Chairman

M. Glynn Rollins, Jr., County Attorney, entertained a motion regarding the selection of vice chairman.

Commissioner Bryant moved to nominate J. Rives Manning, Jr., to serve as vice chairman. Commissioner Smith seconded the motion, which passed unanimously by voice vote.

6. Adjourn

With there being no further business, Attorney Rollins adjourn the Organizational Meeting.

Vernon J. Bryant, Chairman
Halifax County Board of Commissioners

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



**NORTH CAROLINA
HALIFAX COUNTY**

In The Matter Of The Appointment Of

Vernon J. Bryant
Halifax County Commissioner

I, Vernon J. Bryant, do solemnly swear that I 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 I will faithfully discharge the duties of my Office as County Commissioner, so help me God.

I, Vernon J. Bryant, do solemnly and sincerely swear that I will support the Constitution of the United States; that I will be faithful and bear true allegiance to the State of North Carolina, and to the constitutional powers and authorities which are or may be established for the government thereof; and that I will endeavor to support, maintain, and defend the Constitution of said State, not inconsistent with the Constitution of the United States, to the best of my knowledge and ability, so help me God.

Vernon J. Bryant
Halifax County Commissioner

Sworn and subscribed to before me this the 3rd day of December, 2018.

The Honorable W. Turner Stephenson, III
Halifax County District Court Judge



**NORTH CAROLINA
HALIFAX COUNTY**

In The Matter Of The Appointment Of

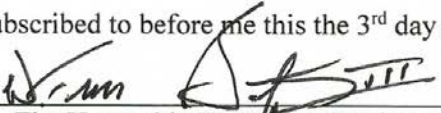
J. Rives Manning, Jr.
Halifax County Commissioner

I, J. Rives Manning, Jr., do solemnly swear that I 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 I will faithfully discharge the duties of my Office as County Commissioner, so help me God.

I, J. Rives Manning, Jr., do solemnly and sincerely swear that I will support the Constitution of the United States; that I will be faithful and bear true allegiance to the State of North Carolina, and to the constitutional powers and authorities which are or may be established for the government thereof; and that I will endeavor to support, maintain, and defend the Constitution of said State, not inconsistent with the Constitution of the United States, to the best of my knowledge and ability, so help me God.


J. Rives Manning, Jr.
Halifax County Commissioner

Sworn and subscribed to before me this the 3rd day of December, 2018.


The Honorable W. Turner Stephenson, III
Halifax County District Court Judge



**NORTH CAROLINA
HALIFAX COUNTY**

In The Matter Of The Appointment Of

T. Patrick W. Qualls
Halifax County Commissioner

I, T. Patrick W. Qualls, do solemnly swear that I 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 I will faithfully discharge the duties of my Office as County Commissioner, so help me God.

I, T. Patrick W. Qualls, do solemnly and sincerely swear that I will support the Constitution of the United States; that I will be faithful and bear true allegiance to the State of North Carolina, and to the constitutional powers and authorities which are or may be established for the government thereof; and that I will endeavor to support, maintain, and defend the Constitution of said State, not inconsistent with the Constitution of the United States, to the best of my knowledge and ability, so help me God.

A handwritten signature in black ink, appearing to read "T. Patrick W. Qualls", written over a horizontal line.

T. Patrick W. Qualls
Halifax County Commissioner

Sworn and subscribed to before me this the 3rd day of December, 2018.

A handwritten signature in black ink, appearing to read "W. Turner Stephenson, III", written over a horizontal line.

The Honorable W. Turner Stephenson, III
Halifax County District Court Judge



AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

FROM: Mary W. Duncan, Finance Director

SUBJECT: Budget Amendments

DATE: February 4, 2019 Regular Meeting

SUPPORTING INFORMATION:

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

ATTACHMENTS:

Description

- ▢ BA Coversheet 2-4-19
- ▢ BA List 2-4-19

TOTAL COST:\$0

COUNTY COST:\$0

REQUEST: Approve presented Budget Amendments

Budget Amendments**Fiscal Year 18 - 19****February 4, 2019**

1	Sheriff - Budget insurance claim proceeds from an at-fault motor vehicle accident	\$ 3,045.15
2	DSS - Budget additional funds for SHIFT NC program	10,000.00
3	Cooperative Extension - 4H Program - Budget additional funds from Fees & Donations to Livestock Program	525.00

Approved: February 4, 2019

Vernon J. Bryant
Chairman

BUDGET AMENDMENT

Account Number / Name	Debit (Expense Increase) (Revenue Decrease)	Credit (Expense Decrease) (Revenue Increase)	Explanation
110-9200-5353-00 / Maint & Repair - Auto	3,045.15		Sheriff
110-4410-4839-97 / Insurance Claims Reimb		3,045.15	To budget insurance claims reimbursement for an at fault accident
TOTALS	3,045.15	3,045.15	

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

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

Approval for Performance Compensation

Human Resources Director

Date

Program Director

Date

Department / Agency Head

Date

County Manager or
Deputy County Manager or
County Commissioner Chairman

Date

BUDGET AMENDMENT

Account Number / Name	Debit (Expense Increase) (Revenue Decrease)	Credit (Expense Decrease) (Revenue Increase)	Explanation
			DSS
125-6459-5290-00 Other Supplies & Materials	3,000.00		Transfer grant revenue to the appropriate expense lines
125-6459-5311-10 Participant Travel	3,000.00		
125-6459-5397-02 Incentives	3,000.00		
125-6459-5399-23 Indirect Cost	1,000.00		
125-4559-4225-00 SHIFT NC Program		10,000.00	
TOTALS	10,000.00	10,000.00	

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

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

Approval for Performance Compensation

Human Resources Director Date

Shawanda L. Edwards 1/2/2019
Program Director Date

Dana A. Carter 1/2/2019
Department / Agency Head

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

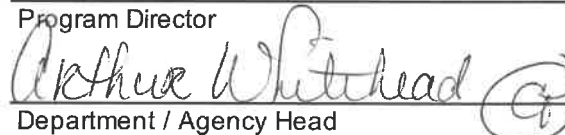
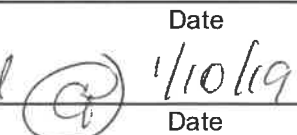
BUDGET AMENDMENT

Account Number / Name	Debit (Expense Increase) (Revenue Decrease)	Credit (Expense Decrease) (Revenue Increase)	Explanation
129-5957-5290-36 - OS&M - Hrs Lvst Arena	525.00		Cooperative Extension - 4H Account -
129-4502-4490-11 - Fees-Don/Hrs Lvst Arena		525.00	Budget additional funds
TOTALS	525.00	525.00	

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

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

Approval for Performance Compensation	
Human Resources Director	Date

Program Director	Date
	
Department / Agency Head	Date

County Manager or Deputy County Manager or County Commissioner Chairman	Date
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AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

FROM: Doris Hawkins, Halifax County Tax Collector

SUBJECT: Property Tax Releases - January 2019

DATE: February 4, 2019 Regular Meeting

SUPPORTING INFORMATION:

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

ATTACHMENTS:

Description

No Attachments Available

TOTAL COST:

COUNTY COST:

REQUEST: Approve the January 2019 property tax releases. The releases report will be provided after the month-end is completed on the last day of the month.



AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

FROM: Doris Hawkins, Halifax County Tax Collector

SUBJECT: Report of 2018 Property Tax Liens and Request to Advertise

DATE: February 4, 2019 Regular Meeting

SUPPORTING INFORMATION:

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

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

The report will be provided after the January 2019 month-end is completed on the last day of the month.

ATTACHMENTS:

Description

- ▣ N.C.G.S. 105-369(a)

TOTAL COST:\$15,000

COUNTY COST:\$15,000

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

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

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



AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

FROM: Beth Burchell, Livestock Agent

SUBJECT: Equine Education Programs for Local Horse Owners Grant

DATE: February 4, 2019 Regular Meeting

SUPPORTING INFORMATION:

Attached please find a copy of the proposed grant application to be used to benefit local horse owners.

ATTACHMENTS:

Description

- ▢ Equine Education Programs for Local Horse Owners

TOTAL COST:

COUNTY COST:

REQUEST: Request permission to apply for and accept funds, if awarded, from the NC Horse Council.

North Carolina Horse Council
4904 Waters Edge Drive, Suite 290
Raleigh, N.C. 27606

Phone: 919.854.1990
1.800.529.9206
Fax: 919.854.1989
Email: cheryl@nchorsecouncil.com



Horse Industry Grant Program
"Your Referendum Dollars at Work!"

Instructions: To request grant money from the North Carolina Horse Council, please complete this Grant Request Cover Sheet and list the type of grant that you are applying for, complete the application and submit your completed proposal electronically to: cheryl@nchorsecouncil.com and also submit a written application to the address above. You will be required to complete an Evaluation Form at the completion of your grant.

OFFICE USE ONLY

Grant Category: _____

Project Title: _____

Amount Requested: _____

Date grant request received: _____

Name and email of requestor: _____

Grant Review Committee

Date sent to Grant Review Committee: _____ Chair Signature: _____

Funding Decision: (Please Circle) **Approved/ Not Approved** Suggested Funding Amount: _____

Date: _____

Executive Committee

Date sent to Executive Committee: _____

Funding Decision: (Please Circle) **Approved/Not Approved** Date: _____

Check Issued: _____ Check amount: _____ Check # _____

Evaluation Form Due: _____ Evaluation Form Received: _____



Education/Community Grant Application Cover Sheet

Please Check One: New Project: _____ Renewal Project: X (continuation of 16/17 series)

1. Project Title: Equine Education Programs for Local Horse Owners

2. Contact Information of grant recipient:

- a. Name: Beth Burchell/Halifax County Cooperative Extension
- b. Address: P.O. Box 37
- c. City/State: Halifax, NC 27839
- d. Phone: (252) 583-5161 or (895) 221-9943
- e. Email: beth_burchell@ncsu.edu

3. If the Grant money is utilized by an organization, write the organization name and information below:

- a. Name: Halifax County Cooperative Extension
- b. Location/Address: PO Box 37, Halifax, NC 27839
- c. Non-profit tax ID # (if applicable) 56-6001836

4. Amount of Funds Requested: \$2,000

(Attach an itemized budget indicating how all the funds will be spent)

5. Identify the Project Deliverables:

To provide up-to-date educational information to local horse owners through a series of quarterly workshops, forums and demonstrations as described within proposal coordinated by the Halifax County Cooperative Extension Service utilizing current, research-based information and resources.

(Beginning in 2011, All Education and Community Grants must provide deliverables/project materials back to the NCHC)

6. Project Duration (Days, Weeks, Months etc.)

At least 4 sessions held over the period of one year

7. Please check one or more of the following criteria which the grant proposal addresses:

- a. Unifies the Horse Community X
- b. Makes a lasting difference (systemic change) X
- c. Directly affects at least 50 people X
- d. Will develop expertise and information X
- e. Will increase awareness of NCHC X
- f. Will identify/provide revenue source X



Grant Proposal

1. Need for Project:

Due to the implementation of the 2017/2018 Equine Educational Series, the area's horse owners have become more active in the local equine industry and are more effectively caring for their horses as well as being more visibly engaged in the equine industry. The local horse council is growing and 2018 saw the highest number of equine events hosted in the county, but there is more education needed and many other area horse owners to engage. There are numerous requests and suggestions for future educational programs from horse owners and in order for this momentum to be sustained, it is important that valuable and engaging equine education continues to be provided.

2. Specific Aim of the Project:

The specific aim of this project is to provide workshops, forums and demonstrations to educate and expand the knowledge of local horse owners. This will enable and empower them to be more responsible and active owners. They will also be able to develop a greater appreciation of the impact the equine industry has in their community and in their home state.

3. Statement of the Problem:

The equine industry as a whole is constantly updating its recommended practices in response to new research, creating new ideas, and developing different disciplines. This project will greatly facilitate a sharing of these in an appropriate manner designed to build confidence in being a horse owner and increase participation in the equine industry as a whole. Unless current information is shared with horse owners in a proper and educational manner, we cannot expect them to be active, responsible owners.

4. Project Design:

A needs assessment survey was sent by Cooperative Extension to almost two hundred area horse owners in 2018. Educational areas identified to fulfill, but not limited to, will be:

- a. Understanding Parasite Management
- b. Hay vs. Grass – Winter Cover Crop Options for Pasture
- c. Disaster Preparedness
- d. Training demonstrations



North Carolina Horse Council Grant Application Package

Each quarter there will be an organized meeting or demonstration that will focus on one of the above objectives. Coordinated by Cooperative Extension, knowledgeable speakers and horsemen within the industry will be scheduled to share their expertise. These events will be interactive and will encourage attendees' participation so that they will gain the greatest possible benefit on each subject as well as develop a sense of community.

Horse owners as well anyone with an interest in horses will be welcome to attend any of the events. Costs of these programs will be covered using funds provided through this grant from the North Carolina Horse Council and additional funds if necessary will be solicited from local agriculture businesses and veterinary clinics.

Post-event surveys will be conducted to ensure the goals described are being achieved and to identify any further needs by horse owners. Follow-up and further assistance will be provided as needed or requested on an individual or group basis by Cooperative Extension. Any successful ideas or events will be willingly shared with other extension agents or equine groups that may benefit from the deliverables attained.

5. Impact of Project:

This project will tailor each program to specifically meet identified needs in order to unify and expand our horse community. By utilizing resources such as researchers, training clinicians, and veterinarians readily available to Cooperative Extension and the North Carolina Horse Council, we can provide education and information to a large group of owners. These programs will also continue to increase horse owners' awareness of the North Carolina Horse Council and the positive impact active and educated members can have on the equine industry in our state.

REFERENCES:

Casey M. Armstrong
(252) 904-3991
caseymarmstrong@aol.com

Kelly Tudor, President, Halifax County Horse Council
(252) 578-0437
ktudor84@gmail.com



North Carolina Horse Council Grant Application Package

BUDGET

Note: The grant award is limited to a maximum of \$2,250 per grant. If the budget request is more, please list other sources of income to successfully complete the grant.

1. Equipment, Materials/ Supplies: Itemize and describe:

Presenter costs and reimbursements - \$400.00

Program hosting - \$700.00

Subtotal: \$1,200.00

2. Animal costs (including board and maintenance if applicable), rental costs or other expenditure not listed – Itemize:

Facility use fees & supplies- \$250.00

Subtotal: \$250.00

3. Printing or Production Costs – Itemize:

Educational materials - \$250.00

Printing costs - \$100.00

Subtotal: \$350.00

4. Miscellaneous Costs – Itemize:

Unplanned expenses: \$200.00

Subtotal: \$200.00

Final Total: \$2,000.00

List other available support for the project (source and amount):

Sponsorships solicited from local agricultural businesses and veterinary clinics as needed

List other requested support for this project (source and amount):

County program fund support



AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

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

SUBJECT: Public Comment Period

DATE: February 4, 2019 Regular Meeting

SUPPORTING INFORMATION:

Attached, please find the Public Comment Statement.

ATTACHMENTS:

Description

▯ Public Comment Period Statement

TOTAL COST:

COUNTY COST:

REQUEST:



OPENING STATEMENT PUBLIC COMMENT PERIOD

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

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

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

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

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

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



AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

FROM: Sallie P. Surface, CADA Executive Director

PRESENTER: Sallie P. Surface, CADA Executive Director

SUBJECT: FY 2019-2020 Community Services Block Grant Anti-Poverty Work Plan

DATE: February 4, 2019 Regular Meeting

SUPPORTING INFORMATION:

Attached, please find the proposed FY 2019-2020 Community Services Block Grant Anti-Poverty Work Plan.

ATTACHMENTS:

Description

- ▯ 2019-2020 Community Services Block Grant Anti-Poverty Work Plan

TOTAL COST:

COUNTY COST:

REQUEST: Certify that the Board has reviewed the FY 2019-2020 proposed Community Services Block Grant Anti-Poverty Work Plan for the Choanoke Area Development Association.



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

January 11, 2019

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

**Re: 2019 - 2020 CSBG Anti-Poverty Work Plan
Halifax County Board of Commissioners Meeting Agenda**

Dear Mrs. Wiggins:

Attached is a copy of the proposed CSBG Anti-Poverty Work Plan for 2019 - 2020 for review by the Halifax County Board of Commissioners at their meeting on February 4, 2018. This Work Plan will be submitted to the Office of Economic Opportunity for funding.

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

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

Sincerely,

Sallie P. Surface
Executive Director

North Carolina Department of Health and Human Services

Division of Social Services



Community Services Block Grant Program

Fiscal Year 2019-20 Application for Funding

Project Period July 1, 2019 – June 30, 2020

Application Due Date: February 15, 2019

Agency Information			
Agency:	Choanoke Area Development Association of NC, Inc.		
Agency:	CADA		
Federal I.D.	560841757		
DUNS Number:	075568618		
Administrative Office Address:	120 Sessoms Drive, Rich Square, NC 27869		
Mailing Address (include the 4-digit zip code extension):	P.O. Box 530, Rich Square, NC 27869		
Telephone Number:	252-539-4155		
Fax Number:	252.539.2048		
Proposed Funding:	CSBG: \$368,432	Additional Resources: \$375,500	Agency Total Budget: \$11,708,648
Application Period:	Beginning: July 1, 2019	Ending: June 30, 2020	
Board Chairperson:	Venus Spruill		
Board Chairperson's Address: (where communications should be sent)	P.O. Box 530, Rich Square, NC 27869		
Board Chairperson's Term of Office (enter beginning and end dates):	February 2018 – December 2019		
Executive Director:	Sallie P. Surface		
Executive Director Email Address:	surface@nc-cada.org		
Agency Fiscal Officer:	Andre Rowe		
Fiscal Officer Email Address:	arowe@nc-cada.org		
CSBG Program Director:	Christopher S. Moody		
CSBG Program Director Email Address:	cmoody@nc-cada.org		
Counties Served with CSBG funds:	Bertie, Halifax, Hertford, Martin, and Northampton		
Agency Operational Fiscal Year:	July 1, 2019 to June 30, 2020		

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

**Community Services Block Grant Program
Fiscal Year 2019-20 Application for Funding
Planning Process Narrative**

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

- a. Low-Income Community:

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

- b. Agency Staff:

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

- c. Agency's Board Members:

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

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

To facilitate planning, a Needs Assessment is conducted or is reviewed/updated annually. Some programs use a one-year planning process; others use a three – five year process. Choanoke Area Development Association conducted a community needs assessment in January 2018 throughout all five counties and is currently in the process of conducting a needs assessment for 2019.

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

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

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

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

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

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

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

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

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

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

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

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

**Community Services Block Grant Program
Fiscal Year 2019-20 Application for Funding
Planning Process Narrative (continued)**

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

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

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

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

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

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

**Community Services Block Grant Program
Fiscal Year 2019-20 Application for Funding
OEO Form 210**

Agency Strategy for Eliminating Poverty

Planning Period: July 1, 2019 to June 30, 2020

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

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

Analysis of data obtained through CADA's Community Needs Assessment (2017-2018) reveals the barriers and challenges facing the residents of Bertie, Halifax, Hertford, Northampton and Martin Counties:

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

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

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

needed for change.

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

<u>County</u>	<u>Allocation</u>	<u>% in poverty</u>	<u>Economic Distress Rank</u>	<u>Final 2019 Tiers</u>
BERTIE	\$49,341	27.2	5	1
HALIFAX	\$151,146	28.1	3	1
HERTFORD	\$62,393	24.4	9	1
MARTIN	\$57,534	20.5	12	1
NORTHAMPTON	\$48,018	24.3	14	1

Data Courtesy of:

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

* County Development Tier Ranking (2019 NC Department of Commerce)

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

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

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

County	January 2019		County	Population	Persons In Poverty
Bertie	4.4%		Bertie	19,802	4,896
Halifax	5.3%		Halifax	52,041	14,009
Hertford	4.5%		Hertford	24,029	5,225
Martin	4.4%		Martin	23,394	4,645
Northampton	4.2%		Northampton	20,908	4,647
Avg. / Service Area	4.6%		Avg. /Service Area	28,035	6,684
North Carolina	4.6%		North Carolina	10,273,419	15.4%
* NC Commerce (January 2019 Report)			* NC Commerce (January 2019 Report)		

High rent with limited earnings has a major impact in CADA's service area. Workers would need to earn well above minimum wage in order to afford Fair Market Monthly Rent (FMMR), when the average hourly wage is not sufficient for families to afford standard housing. Families earning minimum wage, working 40 hours per week would need to work an average 1.7 full time jobs in order to afford the FMMR. When you factor in other barriers that suppress individuals/families from gaining adequate employment, such as daycare, transportation, criminal background, lack of work history, lack of employable skills, etc., it makes it difficult for families to afford standard housing as well as support the overall family without the ability to acquire employment. CADA has proven through the years that we are capable of removing barriers for families within our service area.

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

(a) Gender

TABLE 4: General Population

	Total	Male	Female
Bertie	19,224	50.20%	49.8%
Halifax	51,310	48.1%	51.9
Hertford	23,906	49.2%	50.8%
Martin	22,789	47%	53%
Northampton	19,862	48.6%	51.4%

*U.S. Census Bureau QuickFact – Population estimates, July 1, 2017

(b) Age

AGE OF THE SERVICE AREA POPULATION

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

TABLE 5: Population by Age Group

	Bertie	Halifax	Hertford	Martin	Northampton
20 – 24	1281	3168	1540	1168	1089
25 – 29	1339	3083	1492	1337	1127

30 - 34	1149	2729	1362	1046	914
35 - 39	831	3004	1397	1289	770
40 - 44	1392	2722	1287	1082	1172
45 - 49	1271	3303	1487	1514	1240
50 - 54	1525	4047	1756	1631	1540
55 - 59	1613	3759	1785	1887	1823
60 - 64	1532	3941	1892	1951	1636
65 - 69	1247	3225	1708	1730	1557
70 - 74	929	2448	783	1163	1175
75 - 79	872	1772	699	969	857
80 - 84	487	1160	616	431	745
85 Years and over	470	1320	613	591	510

*U.S. Census Bureau, 2013-2017 American Community Survey 5-Year Estimates

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

RACE AMONG THE SERVICE AREA POPULATION

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

Table 6: Population by Race and Ethnicity

	Bertie	Halifax	Hertford	Martin	Northampton
Non-Hispanic White	7,026	20,220	8140	12103	7876
Non-Hispanic Black	12,349	27,511	13935	9711	11622
Non-Hispanic American Indian	113	1841	266	82	100
Non-Hispanic Asian and Pacific	113	23	34	0	0
Hispanic or Latino	415	1,435	889	865	433

Source: U.S. Census Bureau, 2013 – 2017 American Community Survey 5 – Year Estimates

(D) Explain how the persons are adversely affected.

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

High rent with limited earnings also has a major impact in the five counties that CADA serves. The North Carolina Housing Coalition suggests in order for individuals/families to afford rent and utilities for a safe, modest two-bedroom apartment at the fair market monthly rent, individuals/families will have to obtain an average hourly wage \$12.20, but individuals are currently making average wages of \$8.60. When housing is affordable, families do not have to choose between paying for housing and other needs, such as food and medicine. Combining these barriers to employment, the remoteness of the area and the lack of employment opportunities hinder individuals/families from becoming self-sufficient. Of the area population, approximately 73% are transportation disadvantaged.

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

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

(E) Resources Available:

a. Agency Resources:

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

b. Community Resources:

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

(F) Resources Needed:

c. Agency Resources:

Additional emergency funds, unrestricted funds, additional homeownership grants and loan programs; additional public housing units, mobilizing financial resources, fatherhood program, funding for disseminating information to public/private entities, and substandard housing program to assist seniors needing adaptations so they can remain in their homes as well as assist individuals/families with energy efficiency to better utilize limited incomes and improve health.

d. Community Resources:

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

Section III: Objective and Strategy

(G) Objective Statement:

- Provide case management and referral assistance to 125 participants by June 30, 2020 with a focus on employment, standard housing and/or emergency assistance.

Strategies for Objective:

- Provide a comprehensive client intake to more effectively assess the needs of our participants and expand our internal and external referral network.
- Provide a comprehensive referral services to assist those in poverty to improve quality of life.
- Deliver an effective interagency collaboration in order to assure services are not duplicated.

- Establish services with local human service agencies to provide needed assistance and facilitate coordination.
- Maintain a counseling and referral system for comprehensive skill-training/education programs.
- Continue to collaborate with local colleges to provide HRD classes to participants
- Provide a comprehensive case management system to assist family members in removing barriers to employment such as daycare, transportation, etc.
- Participate in economic development activities that will increase opportunities for self-sufficiency.
- Create a system for coordinating with NC Works Career Center/Department of Employment Security to ensure CSBG eligible customers access to the full array of services provided by the center.
- Maintain a system that focuses on individual employment plans and career path utilization.
- Provide comprehensive assessment, case management, counseling, direct assistance, referrals and follow-up services to low-income residents to help them attain self-sufficiency.
- Provide comprehensive assessment, case management, counseling, direct assistance, referrals and direct clients to the appropriate resources.
- Maintain an intake process that will allow case managers the opportunity to understand clients' needs and direct them to the appropriate resources/organizations.
- Provide employment, emergency and substandard housing assistance to families in need from July 1, 2019 to June 30, 2020.
- Identify low-income individuals/families in need of emergency or standard housing assistance and refer to appropriate programs for assistance.
- Continue services with local human service agencies to provide needed assistance and facilitate coordination.
- Distribute CADA brochures and promote services during community events.
- Promote CSBG services to local employers, community organizations, agencies, businesses, faith-based organizations, etc.

**Community Services Block Grant Program
Fiscal Year 2019-20 Application for Funding
One-Year Work Program
OEO Form 212**

Section I: Project Identification							
1. Project Name:	Self Sufficiency (Bertie, Halifax, Hertford, Martin and Northampton Counties)						
2. Poverty Cause Name:	Lack of resources, knowledge and/or skills to acquire employment, emergency assistance and/or standard housing assistance.						
3. Objective Statement:	Provide case management and referral assistance to 125 participants by June 30, 2020 with a focus on employment, standard housing and/or emergency assistance.						
4. Selected Strategy:	Identify low-income individuals/families in need of employment, emergency and/or standard housing assistance. Provide case management services and referrals to appropriate programs for assistance.						
5. Project Period:	July 1, 2019	To	June 30, 2020	Plan Year	1	Of	1
6. CSBG Funds Requested for this Project:	368,432						
7. Total Number Expected to Be Served:	125						
a. Expected Number of New Clients	115						
b. Expected Number of Carryover Clients	10						
Section II: One-Year CSBG Program Objective and Activities							
Activities	Position Title(s)	Implementation Schedule					
		First Quarter	Second Quarter	Third Quarter	Fourth Quarter		
Objective: To provide case management and referral assistance to 125 clients by June 30, 2020.	M/CS, CSMEA, CSMH, NCW/CM, CM, LCM	10	55 (45)	100 (45)	125 (25)		
1. <u>Development</u>							
1.1 Implement a comprehensive client intake/call-in process to more effectively assess the needs of our participants.	M/CS, CSMEA, CSMH, NCW/CM, CM, LCM	07/19-06/20 09/19	07/19-06/20 12/19	07/19-06/20 03/20	07/19-06/20 06/20		
1.2 Research resources to assist families achieve self-sufficiency	ED, B/D, DD, M/CS, CSMH, CSMEA, NCW/CM	07/19-06/20 09/19	07/19-06/20 12/19	07/19-06/20 03/20	07/19-06/20 06/20		
1.3 Implement training sessions for CADA staff on Housing options for low-income residence	ED, DD, M/CS, CSMEA, CSMH, NCW/CM	07/19-06/20 09/19	07/19-06/20 12/19	07/19-06/20 03/20	07/19-06/20 06/20		
1.4 Compile, reproduce, and disseminate information on available rental, rehab/new construction resources	ED, DD, M/CS, CSMEA, CSMH, NCW/CM, CM, LCM	07/19-06/20	07/19-06/20	07/19-06/20	07/19-06/20		

programs and the need for additional resources.		09/19	12/19	03/20	06/20
1.5 Meet with community organization service agencies etc. to explain program and solicit support and referrals	M/CS, CSMEA, CSMH, NCW/CM, CM, LCM	07/19-06/20 09/19	07/19-06/20 12/19	07/19-06/20 03/20	07/19-06/20 06/20
1.6 Establish cooperative working relationship with realtors, housing authority, lenders, landlords, building materials vendors and government officials	ED, DD	07/19-06/20 09/19	07/19-06/20 12/19	07/19-06/20 03/20	07/19-06/20 06/20
1.7 Coordinate and manage an emergency assistance program to assist those in need of emergency assistance.	ED, DD, M/CS	07/19-06/20 09/19	07/19-06/20 12/19	07/19-06/20 03/20	07/19-06/20 06/20
1.8 Organize/maintain partnerships with local Dept. of Social Services (DSS) in order to assure that no services have been duplicated as well as to assure DSS funds have been exhausted.	CM, LCM, M/CS, CSMH, CSMEA, DD	07/19-06/20 09/19	07/19-06/20 12/19	07/19-06/20 03/20	07/19-06/20 06/20
1.9 Coordinate a referral system that will connect 125 clients with services/agencies as needed.	CM, LCM, M/CS, CSMEA, CSMH, NCW/CM	10	55 (45)	100 (45)	125 (25)
1.10 Maintain a system of monitoring and tracking available funding allocations in order to assure that funds are exhausted properly to avoid pledging over program allocation.	CM, LCM, M/CS, CSMEA, CSMH, NCW/CM	07/19-06/20 09/19	07/19-06/20 12/19	07/19-06/20 03/20	07/19-06/20 06/20
1.11 Maintain a system that tracks the demographic characteristics of individuals/families that have applied for/received services.	CM, LCM, M/CS, CSMEA, CSMH, NCW/CM	07/19-06/20 09/19	07/19-06/20 12/19	07/19-06/20 03/20	07/19-06/20 06/20
1.12 Participate in economic development activities to increase opportunities for participants.	ED, B/D, M/CS, DD	07/19-06/20 09/19	07/19-06/20 12/19	07/19-06/20 03/20	07/19-06/20 06/20
1.13 Research and establish rapport with local employers.	ED, B/D, M/CS, DD, LCM	07/19-06/20 09/19	07/19-06/20 12/19	07/19-06/20 03/20	07/19-06/20 06/20
1.14 Participate in community meetings/events with other agencies/organizations in order to build partnerships that will assist low-income families with removing barriers.	M/CS, DD, LCM, JD, CSMH, CSMEA, CSM, NCW/CM	07/19-06/20 09/19	07/19-06/20 12/19	07/19-06/20 03/20	07/19-06/20 06/20
1.15 Build partnerships with local committees/groups in order to connect with additional resources to assist	M/CS, DD, LCM, JD, CSMH, CSMEA, CSM, NCW/CM	07/19-06/20	07/19-06/20	07/19-06/20	07/19-06/20

families.		09/19	12/19	03/20	06/20
<u>2. Training</u>					
2.1 Train staff on proper intake/call-in procedures including documentation, Emergency food and Shelter, Energyshare guidelines, and general information about other agency programs for which clients may qualify.	LCM, M/CS, NCW/CM CSMH, CSMEA, DD	07/19-06/20 09/19	07/19-06/20 12/19	07/19-06/20 03/20	07/19-06/20 06/20
2.2 Train staff on proper procedures of collecting information in order to determine if clients are eligible to receive emergency or housing assistance	LCM, M/CS, CSMH, CSMEA, NCW/CM DD	07/19-06/20 09/19	07/19-06/20 12/19	07/19-06/20 03/20	07/19-06/20 06/20
2.3 Train staff on in-house and community resource services in order to refer clients to needed services.	LCM, M/CS, CSMH, CSMEA, NCW/CM DD	07/19-06/20 09/19	07/19-06/20 12/19	07/19-06/20 03/20	07/19-06/20 06/20
2.4 Train staff on the proper policies/procedures to contacting agencies such as DES, Customer Care, Energy Management (CCEM), Ameri-Gas, Dominion Power, Roanoke Electric, Housing resources, etc in order to arrange pledges.	ED, LCM, M/CS, CSMH, CSMEA, NCW/CM DD	07/19-06/20 09/19	07/19-06/20 12/19	07/19-06/20 03/20	07/19-06/20 06/20
2.5 Train staff on monitoring and tracking available funding allocations in order to assure that funds are exhausted in the right manner.	M/CS, CSMH, CSMEA, NCW/CM	07/19-06/20 09/19	07/19-06/20 12/19	07/19-06/20 03/20	07/19-06/20 06/20
2.6 Train/monitor staff in efficient use of Accountable Results for Community Action (AR4CA) for proper case management and data collection	M/CS LCM	07/19-06/20 09/19	07/19-06/20 12/19	07/19-06/20 03/20	07/19-06/20 06/20
2.6 Continue to train Center Managers in this systems approach to maximize agency efforts to help our participants and to ensure proper reporting to funding agencies.	M/CS LCM	07/19-06/20 09/19	07/19-06/20 12/19	07/19-06/20 03/20	07/19-06/20 06/20
<u>3. Enrollment</u>					
3.1. Enroll (or carry over when applicable) eligible participants.	CSMH, CSMEA, CM, CSM LCM, NCW/CM	10	55 (45)	100 (45)	125 (25)
3.2. Complete intake assessment and determine resources available for eligible participant.	CM, CSM, CSMH, CSMEA, LCM, NCW/CM	10	55 (45)	100 (45)	125 (25)

3.3. Advise participants of available resources and programs.	CM, LCM	10	55 (45)	100 (45)	125 (25)
3.4. Provide a general orientation to eligible participant concerning expectations and possible results.	CM, CSM CSMH, CSMEA, LCM, NCW/CM	0	55 (45)	100 (45)	115 (25)
3.5. Enter into written agreement between mentor and participant.	CM, CSM, CSMH, CSMEA, LCM, NCW/CM	10	55 (45)	100 (45)	125 (25)
4. <u>Case Management</u>					
4.1. Staff will coordinate various services for 125 clients	LCM, CSMH, CSMEA, NCW/CM, CM	10	55 (45)	100 (45)	125 (25)
4.2. Complete needs assessment to determine strengths and weaknesses of participant	CM, CSM, CSMH, CSMEA LCM, NCW/CM	10	55 (45)	100 (45)	125 (25)
4.3. Develop a mutually agreed upon plan of action with the participant to be carried out while in the self-sufficiency program.	CM, CSM, CSMH, CSMEA, LCM, NCW/CM	10	55 (45)	100 (45)	125 (25)
4.4. Staff will record individuals/families demographic characteristics for participants who have applied for/received services	LCM, CSMH, CSMEA, NCW/CM, CM	07/19-06/20 09/19	07/19-06/20 12/19	07/19-06/20 03/20	07/19-06/20 06/20
4.5. Staff will verify that approved vendor payments for clients have been submitted/paid to clients' accounts	LCM, CSMH, CSMEA, NCW/CM, CM	07/19-06/20 09/19	07/19-06/20 12/19	07/19-06/20 03/20	07/19-06/20 06/20
4.6 Complete family data and certify eligibility for program	LCM, CSMH, CSMEA, NCW/CM, CM	07/19-06/20 09/19	07/19-06/20 12/19	07/19-06/20 03/20	07/19-06/20 06/20
4.7 Coordinate services with local human service agencies to provide needed assistance.	CM, CSM, CSMH, CSMEA LCM, NCW/CM	07/19-06/20 09/19	07/19-06/20 12/19	07/19-06/20 03/20	07/19-06/20 06/20
4.8 Assess housing needs of participants.	LCM, CSMH, CSMEA, NCW/CM, CM	07/19-06/20 09/19	07/19-06/20 12/19	07/19-06/20 03/20	07/19-06/20 06/20
4.9 Provide counseling and referral assistance to skill-training education programs.	M/CS CM, CSM, CSMH, CSMEA, LCM, NCW/CM	07/19-06/20 09/19	07/19-06/20 12/19	07/19-06/20 03/20	07/19-06/20 06/20
4.10 Counsel participants to develop strategies and refer to appropriate resource program.	LCM, CSMH, CSMEA, NCW/CM, CM	10	55 (45)	100 (45)	125 (25)

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

employment status.					
4.23 Provide direct client support as needed to include payments for transportation, childcare, housing, utilities, skills training, tuition, uniforms, medical and food assistance, etc.	M/CS, CM, LCM, CSMH, CSMEA, NCW/CM	2	10 (8)	14 (4)	15 (1)
4.24 Coordinate placement for 8 families in substandard housing.	LCM, CSMH, CSMEA, NCW/CM, CM	2	4 (2)	7 (1)	8 (1)
4.25 Provide follow-up counseling as needed for 125 families.	LCM, CSMH, CSMEA, NCW/C, CM, JD	10	55 (45)	100 (45)	125 (25)
4.26 Counsel families on energy conservation methods and programs.	LCM, CSMH, CSMEA, NCW/C, CM	07/19-06/20 09/19	07/19-06/20 12/19	07/19-06/20 03/20	07/19-06/20 06/20
4.27 Refer participants to needed services: Weatherization, Emergency Assistance, Employment Assistance, Child Care, Urgent Repair, Single Family Rehab., etc.	LCM, CSMH, CSMEA, NCW/CM, CM	07/19-06/20 09/19	07/19-06/20 12/19	07/19-06/20 03/20	07/19-06/20 06/20
4 Follow-up					
5.1 Staff will follow up with 125 clients to assure needs have been met.	LCM, CSMH, CSMEA, NCW/CM, CM	10	55 (45)	100 (45)	125 (25)
5.2 Staff will generate reports to track participants' characteristics and funding received.	LCM, CSMH, CSMEA, NCW/CM, CM, M/CS	07/19-06/20 09/19	07/19-06/20 12/19	07/19-06/20 03/20	07/19-06/20 06/20
5.3 Staff meetings will be held in order to discuss various needs as well as assure all pledges have been paid in full.	ED, DD, LCM, CSMH, CSMEA, NCW/CM, CM	07/19-06/20 09/19	07/19-06/20 12/19	07/19-06/20 03/20	07/19-06/20 06/20
5.4 Evaluate Program	BD, ED, M/CS, CMS	07/19-06/20 09/19	07/19-06/20 12/19	07/19-06/20 03/20	07/19-06/20 06/20
5.5 Submit required reports	ED, DD, FD, LCM, M/CS	07/19-06/20 09/19	07/19-06/20 12/19	07/19-06/20 03/20	07/19-06/20 06/20

KEY:

BD-Board of Directors

ED-Executive Director

FD – Finance Director

DD – Deputy Director

M/CS- Manager of Community Services

CSMEA-Community Services Center Manager-Emergency Assistance

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

**Community Services Block Grant Program
Fiscal Year 2019-20 Application for Funding
One-Year Work Program
OEO Form 212 (continued)**

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

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

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

**Community Services Block Grant Program
Fiscal Year 2019-20 Application for Funding
One-Year Work Program
OEO Form 212 (continued)**

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

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

**Community Services Block Grant Program
Fiscal Year 2019-20 Application for Funding
Monitoring, Assessment and Evaluation Plan**

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

- a. Board of Directors:

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

- b. Low-Income Community:

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

- c. Program Participants:

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

- d. Others:

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

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

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

**Community Services Block Grant Program
Fiscal Year 2019-20 Application for Funding
Monitoring, Assessment and Evaluation Plan
(Continued)**

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

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

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

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

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

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

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

**Community Services Block Grant Program
Fiscal Year 2019-20 Application for Funding
Monitoring, Assessment and Evaluation Plan
(Continued)**

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

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

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

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

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



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

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

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

Agency Name: Choanoke Area Development Association of NC, Inc.

County: Halifax

Date of Application Submission: January 11, 2019

[Note: This application should be submitted to the County Commissioners at least thirty [30] days prior to application submission to the Office of Economic Opportunity [OEO]. The grant application is due to OEO **February 15, 2019**.

Clerk to the Board should initial all items below.

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

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

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

Clerk to the Board

Date

Notary

Date



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 Fee Refunds

DATE: February 4, 2019 Regular Meeting

SUPPORTING INFORMATION:

- The Solid Waste section of the Halifax County Code of Ordinances permits the refund of Solid Waste Fees that were charged incorrectly due to clerical error by the County.
- Solid Waste Fee refunds must be approved by the Board of Commissioners or its agent.
- Mr. Gregory A. Richardson was incorrectly charged solid waste fees on Parcel# 0106568. This parcel is unimproved and should not have been charged any Solid Waste Fees. The refund would be for charges assessed from 2014 through 2018 and totals \$1,067.11.
- Mr. Jimmy L. Richardson had Solid Waste Fees assessed in error on Property ID# 10276948. This is Personal Property and should not have Solid Waste Fee charges. The refund is for the 2018 tax assessment and totals \$221.13.
- Mr. Jimmy L. Richardson was incorrectly charged Solid Waste Fees for one Mobile Home site on Parcel# 0102602. He was charged for thirteen sites on this parcel which has a Mobile Home Park with twelve sites. The refund amount for this 2018 assessment would be \$221.13.

ATTACHMENTS:

Description

No Attachments Available

TOTAL COST:\$1,509.37

COUNTY COST:\$1,509.37

REQUEST: Public Utilities requests the Board of Commissioners approve the refund of Solid Waste Fees in the amount of \$1,067.11 to Mr. Gregory A. Richardson, and in the amount of \$442.26 to Mr. Jimmy L. Richardson, due to clerical error by the County.

If the Board so chooses, it may authorize the Public Utilities Director as its agent to approve Solid Waste Fee refunds, with concurrence of the County Manager, in the future for instances of clerical error by the County.



AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

FROM: Ian M. Bumgarner, Sr. Management Analyst

PRESENTER: Ian M. Bumgarner, Sr. Management Analyst

SUBJECT: Jail Expansion Project Budget Ordinance

DATE: February 4, 2019 Regular Meeting

SUPPORTING INFORMATION:

County Staff has met with and negotiated a contract with Moseley Architects for the updating of existing Jail Expansion Construction Documents (CD), bidding services, construction administration and closeout services, and detention training and transition services.

You will find the attached proposed contract with Moseley Architecture and a proposed project budget ordinance to pay for the services.

The chart below shows the original contract proposal from Moseley Architects and the renegotiated contract proposal for a total savings of \$102,250. Staff added \$500 worth of contingency to the budget for any minor expenses.

Item	Original Contract	Renegotiated Contract
Update Construction Docs/ADJ Approval Services	\$112,500	\$72,000
Bidding Phase Services	\$56,250	\$45,000
Construction Admin. and Closeout	\$225,000	\$180,000
Detention Training and Transition Services	\$48,000	\$42,500
TOTAL	\$441,750	\$339,500

ATTACHMENTS:

Description

- ▣ Jail Expansion Project Budget Ordinance
- ▣ Moseley Architects Proposed Contract

TOTAL COST:\$340,000

COUNTY COST:\$340,000

REQUEST: Request that the Board of Commissioners approve the Jail Expansion Project Budget Ordinance as presented.

Jail Expansion Project Budget Ordinance
Jail Expansion Project
Halifax County, North Carolina

Be it ordained by the Board of Commissioners of Halifax County that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following Project Ordinance is hereby adopted:

Section 1: The project authorized is the Jail Expansion Project.

Section 2: The officers of this unit of government are hereby directed to proceed with the project within the terms of the contract agreements, the rules and regulations of the budget contained herein.

Section 3: The following revenues are anticipated to be available to complete this project:

Fund Balance	\$340,000
Total	\$340,000

Section 4: The Following amounts are available for expenditure for this project:

Update the Construction Document Phase (CD's) and AHJ Approval Services	\$72,000
Bidding Phase Services	\$45,000
Construction Administration and Closeout Services	\$180,000
Detention Training and Transition Services	\$42,500
Contingency	\$500
Grand Total	\$340,000

Section 5: The Finance Director is hereby directed to maintain within the Grant Project Fund sufficient detailed account provide the accounting to as required by Federal and State regulations.

Section 6: The Finance Director is required to report quarterly on the financial status of the project to the Halifax County Board of Commissioners.

Section 7: Funds may be advanced from the General Fund for the purpose of making payments as due.

Section 8: Copies of this Project Ordinance shall be entered into the minutes of the governing board within five (5) days after adoption and be filed with the Finance Director, Budget Officer, County Manager, and the Clerk to the Board.

Adopted this 4th day of February 2019.

Vernon J. Bryant, Chairman

ATTEST:

Andrea H. Wiggins, Clerk to the Board

MOSELEYARCHITECTS

11430 N. Community House Road

Suite 225

Charlotte, NC 28277 January 2, 2019

P: (704) 540-3755

RE: Halifax County Sheriff's Office and Jail Re-bid – Design Amendment #1
Halifax County, North Carolina

Mr. Tony Brown
Halifax County Manager
Post Office Box 38
10 North King Street
Halifax, North Carolina 27839

Dear Mr. Brown:

We are pleased to offer this Additional Services Amendment Proposal #1 in accordance with our original contract dated May 4th, 2012, AIA Document B101-2007. These new services requested consist of the following:

1. Re-start the Project on the original approved site and the original bidding documents scope of Work.
2. The Project has incurred construction cost escalations and the applicable building codes have been revised since the original bid of the Project in 2014, along with associated increases in project design and construction administration overhead costs. It is anticipated that the construction cost in today's market is approximately in the \$15,000,000 range. The Project Contract Documents will be reassessed for current code compliance for related architectural and engineering disciplines, and revised documents will be submitted to Authorities Having Jurisdiction (AHJ's) for their review and approvals prior to re-bidding the Project.
3. The Site / Civil Engineering effort will be reassessed as well for current hydrology and code compliance requirements.
4. Specifications will be re-written according to current approvals and materials.
5. The approximate design schedule is revised as follows starting from notice to proceed from the County: Complete Construction Document Reassessment Phase (CD) – 60 days; AHJ Approval Phase – 60 days (anticipated); Bidding and Award Phase – 60 days; Construction Administration Phase (CA) – 20 months; Transition / Activation Phase – 60 days; Closeout – 30 days.

Compensation shall be the lump sums below revised from the original Agreement that were not invoiced to date as follows:

1. Update the Construction Document Phase (CD's) and AHJ Approval Services: **\$72,000.00**
2. Bidding Phase Services: **\$45,000.00**
3. Construction Administration and Closeout Services: **\$180,000.00**

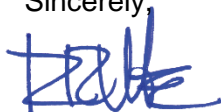
4. Detention Training and Transition Services: **\$42,500.00**

Except as to provisions of this proposal, all terms and conditions of the Agreement between Owner and Architect remain in full force and effect.

If this Additional Services Proposal is acceptable, please indicate your acceptance of, and agreement to its terms and your authorization to proceed by signing below and returning one fully executed original for our files.

Thank you for this opportunity to be of service to Halifax County. Should you have any questions, please do not hesitate to call me.

Sincerely,



Daniel R. Mace, AIA, LEED AP

510120 **Accepted and Agreed:** **Halifax COUNTY, NORTH CAROLINA**

By: _____

Printed Name and Title: _____

Date: _____



AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

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

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

SUBJECT: Resolution Regarding Exception to Tax Collector's Certification on Deeds

DATE: February 4, 2019 Regular Meeting

SUPPORTING INFORMATION:

By resolution adopted on October 19, 2015, the Halifax County Board of Commissioners has required that all deeds offered for recording have a certification from the tax collector that no delinquent property taxes are charged as a lien on the property being transferred. An exception to the tax certification is allowed ONLY IF: (1) the deed is being submitted for registration under the supervision of a closing attorney, (2) the closing attorney will responsible for the disbursement of proceeds of sale, and (3) the closing attorney will be paying delinquent property taxes, if any, from the proceeds of sale.

This closing attorney information must be provided on the face of the deed by an attorney's statement in order to benefit from the exception. Unfortunately, we have discovered that some attorneys have placed the exception statement on a deed when, in fact, there was no closing attorney responsible for the disbursement of proceeds of sale. This frustrates the intent and purpose of the Board's earlier resolution. To prevent this practice, the attached resolution is recommended. It will require the identity and contact information of the purported closing attorney.

A copy of the October 19, 2015, resolution is also attached for reference.

ATTACHMENTS:

Description

- ☐ Proposed Resolution
- ☐ October 19, 2015, Resolution

TOTAL COST:n/a

COUNTY COST:n/a

REQUEST: The adoption of the attached resolution.

RESOLUTION REGARDING EXCEPTION TO
TAX COLLECTOR'S CERTIFICATION ON DEEDS

[Authority: G.S. 161-31(a1)]

WHEREAS, on October 19, 2015, pursuant to authority of G.S. 161-31(a), the Halifax County Board of Commissioners adopted a resolution requiring that the Halifax County Register of Deeds not accept any deed transferring real property for registration unless the county tax collector has certified that no delinquent ad valorem taxes or other taxes with which the tax collector is charged are a lien on the property described in the deed offered for registration; and

WHEREAS, pursuant to G.S. 161-31(a1), the Board further provided for an exception to the tax certification if the deed is being submitted for registration under the supervision of a closing attorney and the following attorney exception statement appears on the deed: *"This instrument prepared by _____, a licensed North Carolina attorney. Delinquent taxes, if any, to be paid by the closing attorney to the county tax collector upon disbursement of closing proceeds."*; and

WHEREAS, G.S. 161-31(a1) clearly provides that the above-referenced exception to the tax certification requirement is allowed only if (1) the deed is being submitted for registration under the supervision of a closing attorney, (2) the closing attorney will responsible for the disbursement of proceeds of sale, and (3) the closing attorney will be paying delinquent property taxes, if any, as a part of the disbursement of proceeds of sale; and

WHEREAS, the Halifax County Board of Commissioners has learned that, from time to time, attorneys have placed the above-referenced exception statement on a deed when there was no closing attorney involved in the real estate transfer in an attempt to avoid the tax certification requirement and thereby frustrate the intent and purpose of both the statute and the Board's resolve;

NOW, THEREFORE, BE IT RESOLVED that the Halifax County Board of Commissioners does hereby direct that the Halifax County Register of Deeds shall not accept an attorney's exception statement unless it also provides the identity and contact information of the closing attorney under whose supervision the deed is being offered for registration. This resolution shall be effective upon adoption.

ADOPTED this 4th day of February, 2019.

Vernon J. Bryant, Chairman
Halifax County Board of Commissioners

Attest:

Andrea H. Wiggins
Clerk to the Board

**RESOLUTION
OF THE HALIFAX COUNTY BOARD OF COMMISSIONERS
REGARDING COLLECTION OF DELINQUENT PROPERTY TAXES
UPON TRANSFER OF PROPERTY**

WHEREAS, G. S. 161-31(a) authorizes the board of commissioners of certain counties, by resolution, to require the register of deeds not to accept any deed transferring real property for registration unless the county tax collector has certified that no delinquent ad valorem taxes or other taxes with which the tax collector is charged are a lien on the property described in the deed; and

WHEREAS, G. S. 161-31 applies to Halifax County; and

WHEREAS, pursuant to G.S. 161(a1), the tax collector certification requirement is not required if the deed offered for registration is being submitted under the supervision of a closing attorney and contains the following statement: "This instrument prepared by _____, a licensed North Carolina attorney. Delinquent taxes, if any, to be paid by the closing attorney to the county tax collector upon disbursement of closing proceeds."; and

WHEREAS, the Halifax County Board of Commissioners desires to adopt the tax certification requirement authorized by G. S. 161-131(a);

NOW, THEREFORE, BE IT RESOLVED, that the Halifax County Board of Commissioners does hereby require that the Halifax County Register of Deeds not accept any deed transferring real property for registration unless the Halifax County Tax Collector has certified that no delinquent ad valorem taxes or other taxes with which the tax collector is charged are a lien on the property described in the deed offered for registration, unless the closing attorney submitting the deed for registration is identified to the register of deeds and the following statement appears on the deed: "This instrument prepared by: _____, a licensed North Carolina attorney. Delinquent taxes, if any, to be paid by the closing attorney to the county tax collector upon disbursement of closing proceeds."; and

BE IT FURTHER RESOLVED, that the tax collector is authorized to develop such forms, stamps, policies and other administrative procedures as are necessary and otherwise consistent with law to carry out the intent of G. S. 161-31 and this resolution; and

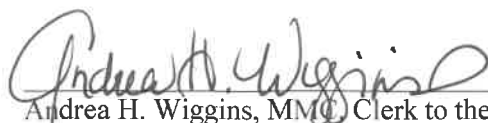
BE IT FURTHER RESOLVED, that this resolution shall apply to any deed transferring real property submitted for registration on and after January 1, 2016.

Adopted this the 19th day of October, 2015.



Vernon J. Bryant, Chairman
Halifax County Board of Commissioners

Attest:



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

PRESENTER: County Commissioners

SUBJECT: Board Appointments

DATE: February 4, 2019 Regular Meeting

SUPPORTING INFORMATION:

Attached, please find the Board Appointments.

ATTACHMENTS:

Description

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

TOTAL COST:

COUNTY COST:

REQUEST: Approve the Board Appointments that require action.

BOARD APPOINTMENTS

- A. Enfield Board of Adjustment
- B. Enfield Planning Board
- C. Halifax County Board of Adjustment
- D. Halifax County Planning Board
- E. Industrial Facilities and Pollution Control
- F. Lake Gaston Weed Control Council
- G. Voluntary Agriculture District Board
- H. Board Vacancies Without Recommendations
- I. March 2019 Board Appointments

MEMORANDUM

TO: HALIFAX COUNTY COMMISSIONERS

FROM: ANDREA H. WIGGINS, CLERK TO THE BOARD

SUBJECT: ENFIELD BOARD OF ADJUSTMENT

According to our records, the Enfield Board of Adjustment has three members that are appointed by the Board of Commissioners with terms that will expire on February 28, 2019:

Balfour Keeter, Jr., Lester Shields, and Tony Silver

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

- Receive nominations to reappoint Balfour Keeter, Jr., Lester Shields, and Tony Silver

Enfield Board of Adjustment

2	Balfour Enfield	Keeter, Jr.	Alternate White Male	4/3/2017 through 2/28/2019 Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
3	Lester Enfield	Shields	ETJ White Male	3/1/2017 through 2/28/2019 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
1	Tony Enfield	Silver	ETJ Black Male	3/1/2017 through 2/28/2019 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes

MEMORANDUM

TO: HALIFAX COUNTY COMMISSIONERS

FROM: ANDREA H. WIGGINS, CLERK TO THE BOARD

SUBJECT: ENFIELD PLANNING BOARD

According to our records, the Enfield Planning Board has two members that are appointed by the Board of Commissioners with terms that will expire on February 28, 2019:

Calvin Pittman and Tony Silver

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

- Receive nominations to reappoint Tony Silver
- Receive nominations to waive the term limit and reappoint Calvin Pittman

Enfield Planning Board

2	Calvin <i>Enfield</i>	Pittman	ETJ Member <i>Black Male</i>	3/1/2017 through 2/28/2019 <i>Term Number: 6</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
1	Tony <i>Enfield</i>	Silver	ETJ <i>Black Male</i>	3/1/2017 through 2/28/2019 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>

MEMORANDUM

TO: HALIFAX COUNTY COMMISSIONERS

FROM: ANDREA H. WIGGINS, CLERK TO THE BOARD

SUBJECT: HALIFAX COUNTY BOARD OF ADJUSTMENT

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

Ashley Mohorn

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

- Receive nominations to appoint Jason Myrick to fill the unexpired term of Ashley Mohorn

Halifax County Board of Adjustment

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



Halifax County

Planning & Development Services

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

(252) 583-1082 Planning & Zoning

(252) 583-4891 Building Inspections

(252) 583-2288 E911 Addressing

(252) 583-2735 Fax

January 14, 2019

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

Re: Halifax County Board of Adjustment Reappointment

Dear Mrs. Wiggins:

Please be advised that Permanent, Board of Adjustment member Mr. Ashley P. Mohorn has submitted his letter of resignation from the Halifax County Board of Adjustment, therefore I am requesting that your Board appoint a replacement from the Littleton area to serve out the remainder of Mr. Mohorn's term which will expire February 28th, 2020.

Sincerely,

Chris D. Rountree, Director
Planning & Development Services

Ashley P. Mohorn
14032 NC Highway 48
Littleton, NC 27850
252-532-0648

December 26, 2018

Mr. Chris Rountree
Planning Director
Planning and Zoning Dept.
P.O. Box 69
Halifax, NC 27583

Dear Mr. Rountree:

It is with great regret that I am writing to inform you of my decision to resign my position on the Halifax County Board of Adjustment, effective January 31, 2019.

It has been a pleasure serving on the Board of Adjustment during the past several years. I appreciate the opportunity to serve the community and wish everyone the very best in the future.

Sincerely,

Ashley P. Mohorn

Ashley P. Mohorn



State of North Carolina
County of Halifax

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



Date Received 1/14/19

APPLICATION FOR: AUTHORITIES, BOARDS, COMMISSIONS, and COMMITTEES
Note: All information on this document will be released to the public on request.

Name: JASON MYRICK Nickname: Jay

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

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

Home Phone Number: 252 308-2887 Home Fax Number: 586 7004

Email Address: MARYD MYRICK @ GMAIL.COM

Home Address: 10315 Hwy 158 Littleton NC 27850
street city state zip

Mailing Address: 10315 Hwy 158 Littleton NC 27850

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

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

Employer: SELF

Business Address: 10315 Hwy 158 Littleton NC 27850
street city state zip

Business Phone Number: 252 586-7783 Business Fax: 586-7004

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

Board of Adjustment

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

Qualification for specific category: Self employed

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

NONE

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

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

Is your property tax listing current? Yes ☒ No ☐

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

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

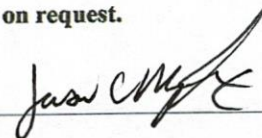
Other information you consider pertinent: (i.e., education, occupational background, civic memberships, related work experiences, etc.):

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

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

Date: 1-7-19

Applicant's Signature: _____



Return application to:

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

Fax: (252) 583-9921

MEMORANDUM

TO: HALIFAX COUNTY COMMISSIONERS

FROM: ANDREA H. WIGGINS, CLERK TO THE BOARD

SUBJECT: HALIFAX COUNTY PLANNING BOARD

According to our records, the Halifax County Planning Board has three members that are appointed by the Board of Commissioners with terms that will expire on February 28, 2019:

Greg Browning, Thomas Hedgepeth, and Thomas Wrenn

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

- Receive nominations to reappoint Thomas Wrenn
- Receive nominations to waive the term limits and reappoint Greg Browning and Thomas Hedgepeth

Halifax County Planning Board

1	T. Patrick W. Qualls <i>Roanoke Rapids</i>	Ex-Officio <i>White Male</i>	1/5/2015 through Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
2	Greg Browning <i>Roanoke Rapids</i>	Member <i>Black Male</i>	3/1/2016 through 2/28/2019 Term Number: 6	Appointed by: Halifax County Commissioners Eligible for reappointment? No
3	Thomas Hedgepeth <i>Hollister</i>	Alternate <i>Black Male</i>	3/1/2016 through 2/28/2019 Term Number: 5	Appointed by: Halifax County Commissioners Eligible for reappointment? No
4	Thomas Wrenn <i>Roanoke Rapids</i>	Member <i>White Male</i>	11/5/2018 through 2/28/2019 Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
5	Neal Davis <i>Littleton</i>	Alternate <i>White Male</i>	3/1/2017 through 2/28/2020 Term Number: 8	Appointed by: Halifax County Commissioners Eligible for reappointment? No
7	Tyrone Hewlin <i>Enfield</i>	Member <i>Black Male</i>	3/1/2017 through 2/28/2020 Term Number: 6	Appointed by: Halifax County Commissioners Eligible for reappointment? No
6	Bentley Mohorn <i>Halifax</i>	Member <i>White Male</i>	3/1/2017 through 2/28/2020 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
9	Danford Josey <i>Scotland Neck</i>	Member <i>White Male</i>	3/1/2018 through 2/28/2021 Term Number: 7	Appointed by: Halifax County Commissioners Eligible for reappointment? No
8	Portia Shields <i>Scotland Neck</i>	Member <i>Black Female</i>	3/12/2018 through 2/28/2021 Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
10	Tyrone Williams <i>Enfield</i>	Member <i>Black Male</i>	3/1/2018 through 2/28/2021 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes



**Halifax County
Planning & Development Services**

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

(252) 583-1082 Planning & Zoning

(252) 583-4891 Building Inspections

(252) 583-2288 E911 Addressing

(252) 583-2735 Fax

January 8, 2019

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

Re: Halifax County Planning Board

Dear Mrs. Wiggins:

Please be advised that Planning Board Member Mr. Thomas Wrenn will serve out his 0 term with the term expiring on February 28th, 2019. Mr. Wrenn has agreed to serve another term. Therefore, I am requesting that your Board reappoint Mr. Wrenn to serve a 1st term.

Sincerely,

Chris D. Rountree, Director
Planning & Development Services



**Halifax County
Planning & Development Services**

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

(252) 583-1082 Planning & Zoning

(252) 583-4891 Building Inspections

(252) 583-2288 E911 Addressing

(252) 583-2735 Fax

January 8, 2019

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

Re: Halifax County Planning Board

Dear Mrs. Wiggins:

Please be advised that Planning Board Member Mr. Gregory Browning will serve out his 6th term with the term expiring on February 28th, 2019. Mr. Browning has agreed to serve another term. Therefore, I am requesting that your Board reappoint Mr. Browning to serve a 7th term.

Sincerely,

Chris D. Rountree, Director
Planning & Development Services



**Halifax County
Planning & Development Services**

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

(252) 583-1082 Planning & Zoning

(252) 583-4891 Building Inspections

(252) 583-2288 E911 Addressing

(252) 583-2735 Fax

January 28, 2019

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

Re: Halifax County Planning Board

Dear Mrs. Wiggins:

Please be advised that Planning Board Member Mr. Thomas Hedgepeth will serve out his 5th term with the term expiring on February 28th, 2019. Mr. Hedgepeth has agreed to serve another term. Therefore, I am requesting that your Board reappoint Mr. Hedgepeth to serve a 6th term.

Sincerely,

Chris D. Rountree, Director
Planning & Development Services

MEMORANDUM

TO: HALIFAX COUNTY COMMISSIONERS

FROM: ANDREA H. WIGGINS, CLERK TO THE BOARD

SUBJECT: INDUSTRIAL FACILITIES AND POLLUTION CONTROL

According to our records, the Industrial Facilities and Pollution Control has three members that are appointed by the Board of Commissioners with terms that expired on January 31, 2019:

Kenny Deloatch, Carl Ferebee, and G. Wayne Long

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

- Defer action on this matter until the February 4, 2019 Regular Meeting to allow the Industrial Facilities and Pollution Control Authority to meet and make a recommendation to the Board.

Industrial Facilities & Pollution Control

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

MEMORANDUM

TO: HALIFAX COUNTY COMMISSIONERS

FROM: ANDREA H. WIGGINS, CLERK TO THE BOARD

SUBJECT: LAKE GASTON WEED CONTROL COUNCIL

According to our records, the Lake Gaston Weed Control Council has one member that is appointed by the Board of Commissioners with a term that will expire on February 28, 2019:

Robert Etheridge

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

- Receive nominations to waive the term limit and reappoint Robert Etheridge

Lake Gaston Weed Control Council

2	J. Rives Roanoke Rapids	Manning, Jr.	Alternate White Male	through Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
3	Robert Littleton	Etheridge	Member White Male	3/1/2016 through 2/28/2019 Term Number: 4	Appointed by: Halifax County Commissioners Eligible for reappointment? No
4	Tony Halifax	Brown	Member Black Male	3/1/2017 through 2/28/2020 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment? No
5	Ian Halifax	Bumgarner	Alternate White Male	3/1/2017 through 2/28/2020 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
1	Dia Halifax	Denton	Alternate White Female	3/1/2017 through 2/28/2020 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment? No
5	Quinton Littleton	Qualls	Member White Male	3/1/2018 through 2/28/2021 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes

MEMORANDUM

TO: HALIFAX COUNTY COMMISSIONERS

FROM: ANDREA H. WIGGINS, CLERK TO THE BOARD

SUBJECT: VOLUNTARY AGRICULTURE DISTRICT BOARD

According to our records, the Voluntary Agriculture District Board has one member that is appointed by the Board of Commissioners that has resigned:

Wayne Short

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

- Receive nominations to appoint a replacement to fill the unexpired term of Wayne Short

Voluntary Agriculture District Board

0	James <i>Scotland Neck</i>	Davis, III	Ex-Officio <i>Black Male</i>	through Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
0	Judy <i>Halifax</i>	Evans-Barbee	Ex-Officio <i>White Female</i>	through Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
0	Doris <i>Halifax</i>	Hawkins	Ex-Officio <i>White Female</i>	through Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
0	Will <i>Halifax</i>	Mann	Ex-Officio <i>White Male</i>	through Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
0	Chris <i>Halifax</i>	Rountree	Ex-Officio <i>White Male</i>	through Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
0	Arthur <i>Halifax</i>	Whitehead	Ex-Officio <i>White Male</i>	through Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
2	Troy <i>Enfield</i>	Fulkerson	Member <i>White Male</i>	9/1/2016 through 8/31/2019 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment? No
1	Mike <i>Littleton</i>	Hale	Member <i>White Male</i>	9/1/2016 through 8/31/2019 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment? No
3	Chris <i>Scotland Neck</i>	Braddy	Member <i>White Male</i>	9/1/2017 through 8/31/2020 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment? No
4	Michael <i>Roanoke Rapids</i>	Morris	Member <i>White Male</i>	9/1/2017 through 8/31/2020 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment? No
6	Tony <i>Enfield</i>	Francis	Member <i>Black Male</i>	9/1/2018 through 8/31/2021 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment? No
0	Raymond <i>Roanoke Rapids</i>	Garner, Jr.	Member <i>White Male</i>	9/1/2018 through 8/31/2021 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment? No
5	Wayne <i>Littleton</i>	Short	Member <i>White Male</i>	9/1/2018 through 8/31/2021 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment? No

MEMORANDUM

TO: HALIFAX COUNTY COMMISSIONERS

FROM: ANDREA H. WIGGINS, CLERK TO THE BOARD

SUBJECT: BOARD VACANCIES WITHOUT RECOMMENDATIONS

For Information Only – No Action Required

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

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

Susan Horrell and Lakeshia Jones

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

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

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

Dean Smith

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

Thomas Myrick, Jr.

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

James Richard Scott

Continued

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

George Branch, Jr. and Doris Richardson

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

Christopher Mayo

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

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

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

Alternates

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

Rick Gilstrap

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

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

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

Delores McGriff, Nannie Lynch, and Hattie Squire

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

James Richard Scott

Continued

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

Tillman Long

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

Tillman Long and Robert Moore, Jr.

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

Bill Dickens and John Lovett

Community Child Protection Team (CCPT)

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

EMS Advisory Committee

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

Five County Community Oper. Center Oversight Board

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

Halifax County Board of Adjustment

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

Halifax County Council on Aging

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

Halifax County Human Relations Commission

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

Amphitheater Advisory Board

9	Christopher <i>Halifax</i>	Mayo (Vacant)	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	George <i>Scotland Neck</i>	Daniel	Member <i>White Male</i>	7/10/2017 through 3/31/2019 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
5	Lori <i>Roanoke Rapids</i>	Medlin	Member <i>White Female</i>	4/1/2016 through 3/31/2019 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
7	Richard <i>Roanoke Rapids</i>	Woodruff	Member <i>White Male</i>	4/1/2016 through 3/31/2019 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
8	William <i>Roanoke Rapids</i>	Cox	Member <i>White Male</i>	4/1/2017 through 3/31/2020 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
2	Jeff <i>Littleton</i>	Dickens	Member <i>White Male</i>	4/1/2017 through 3/31/2020 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
1	Judy <i>Roanoke Rapids</i>	Evans-Barbee	Member <i>White Female</i>	4/1/2017 through 3/31/2020 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
10	Curtis <i>Roanoke Rapids</i>	Strickland	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	Frances <i>Halifax</i>	King	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	J. Rives <i>Roanoke Rapids</i>	Manning, Jr.	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	W. Turner <i>Roanoke Rapids</i>	Stephenson III	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>

Parks and Recreation Advisory Board

12	Chester <i>Enfield</i>	Williams (Vacant)	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	Kenyon <i>Roanoke Rapids</i>	Wrenn, Jr. (Vacant)	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	Sylvia <i>Littleton</i>	Alston (Vacant)	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	Delores <i>Halifax</i>	Amason	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	Jennifer <i>Hobgood</i>	Fields	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	Michael <i>Roanoke Rapids</i>	Green (vacant)	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	Archie <i>Hollister</i>	Lynch	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	Audrey <i>Roanoke Rapids</i>	Hardy	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	Lavern <i>Weldon</i>	Harris	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	Bettie <i>Halifax</i>	Moore	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	Regina <i>Roanoke Rapids</i>	Reaves	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	Willis <i>Enfield</i>	Richardson	Member <i>Black Male</i>	11/6/2017 through 9/30/2020 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
10	Carolyn <i>Roanoke Rapids</i>	Battle	Member <i>Black Female</i>	11/5/2018 through 9/30/2021 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
8	Hattie <i>Scotland Neck</i>	Staton	Member <i>Black Female</i>	12/3/2018 through 9/30/2021 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
9	Paul <i>Halifax</i>	Walden	Member <i>Black Male</i>	10/1/2018 through 9/30/2021 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>

Airport Authority

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

Industrial Facilities & Pollution Control

5	Kenny Deloatch <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	Carl Ferebee <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	G. Wayne Long <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	Rick Gilstrap (Vacant) <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	Clay Shields <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	Michael Knudson <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	Marvin Newsom, III <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 <i>Scotland Neck</i>	Pridgen (Vacant)	Substance Abuse Professional <i>White Female</i>	2/1/2010 through 1/31/2012 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
7	Fred <i>Roanoke Rapids</i>	Draper (Vacant)	Non-Profit or United Way Repres <i>White Male</i>	2/1/2011 through 1/31/2013 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
25	Ronna <i>Halifax</i>	Graham (Vacant)	At-Large Member <i>White Female</i>	2/1/2013 through 1/31/2015 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
16	Linda <i>Roanoke Rapids</i>	Vaughan (Vacant)	At-Large Member <i>White Female</i>	5/6/2013 through 1/31/2015 Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
10	Janyah <i>Scotland Neck</i>	Alston (Vacant)	Representative under 18 years of <i>Black Female</i>	3/10/2014 through 1/31/2016 Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
5	Niasia <i>Scotland Neck</i>	Anthony (Vacant)	Representative under 18 years of <i>Black Female</i>	2/1/2014 through 1/31/2016 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
1	Bettina <i>Halifax</i>	Flood (Vacant)	Juvenile Defense Attorney <i>Black Female</i>	2/1/2014 through 1/31/2016 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
26	Levi <i>Enfield</i>	Scott (Vacant)	Business Community Member <i>Black Male</i>	8/3/2015 through 1/31/2016 Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
12	Clarette <i>Henderson</i>	Glenn (Vacant)	Mental Health Representative <i>Black Female</i>	2/1/2017 through 1/31/2019 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
3	Ellen <i>Roanoke Rapids</i>	Burnette	At-Large Member <i>White Female</i>	2/1/2018 through 1/31/2020 Term Number: 6	Appointed by: Halifax County Commissioners Eligible for reappointment? No
6	Anzell <i>Halifax</i>	Harris	Halifax Sheriff Office <i>Black Male</i>	2/1/2018 through 1/31/2020 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
8	Joe <i>Halifax</i>	Long	Parks & Recreation Representati <i>White Male</i>	2/1/2018 through 1/31/2020 Term Number: 11	Appointed by: Halifax County Commissioners Eligible for reappointment? No
4	Joseph <i>Weldon</i>	Sandoval	Faith Community Representative <i>White Male</i>	2/1/2018 through 1/31/2020 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
14	Valerie <i>Halifax</i>	Asbell	District Attorney <i>White Female</i>	2/1/2019 through 1/31/2021 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
20	Brenda <i>Roanoke Rapids</i>	Branch	District Court Judge <i>Black Female</i>	2/1/2019 through 1/31/2021 Term Number: 6	Appointed by: Halifax County Commissioners Eligible for reappointment? No
13	Tony N. <i>Halifax</i>	Brown	County Manager <i>Black Male</i>	2/1/2019 through 1/31/2021 Term Number: 6	Appointed by: Halifax County Commissioners Eligible for reappointment? No

23	Terry <i>Roanoke Rapids</i>	Buffaloe	At-Large Member <i>Black Male</i>	2/1/2019 through 1/31/2021 <i>Term Number: 3</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>
24	Eric <i>Halifax</i>	Cunningham	School Superintendent Designee <i>Black Male</i>	2/1/2019 through 1/31/2021 <i>Term Number: 2</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>
17	Chuck <i>Roanoke Rapids</i>	Hasty	Police Chief <i>White Male</i>	2/1/2019 through 1/31/2021 <i>Term Number: 2</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>
11	Robin <i>Halifax</i>	Johnson	Social Services representative <i>White Female</i>	2/1/2019 through 1/31/2021 <i>Term Number: 3</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>
2	Teresa <i>Enfield</i>	King	At-Large Member <i>Black Female</i>	2/1/2019 through 1/31/2021 <i>Term Number: 1</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>
21	Sonynia <i>Halifax</i>	Leonard	Chief Court Counselor <i>Black Female</i>	2/1/2019 through 1/31/2021 <i>Term Number: 2</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>
18	Doris <i>Littleton</i>	Mack	At-Large Member <i>Black Female</i>	2/1/2019 through 1/31/2021 <i>Term Number: 11</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? No</i>
15	Angela <i>Roanoke Rapids</i>	Moody	Public Health Representative <i>White Female</i>	2/1/2019 through 1/31/2021 <i>Term Number: 1</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>
22	Barbara <i>Weldon</i>	Plum	At-Large Member <i>Black Female</i>	2/1/2019 through 1/31/2021 <i>Term Number: 3</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>
19	Marcelle <i>Scotland Neck</i>	Smith	County Commissioner <i>Black Male</i>	2/1/2019 through 1/31/2021 <i>Term Number: 6</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? No</i>

Nursing Home Advisory Committee

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

Regional Aging Advisory Council

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

Roanoke Rapids Board of Adjustment

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

Roanoke Rapids Planning Board

2	Tillman Long (vacant) Roanoke Rapids	ETJ Member White Male	6/1/2011 through 5/31/2014 Term Number: 8	Appointed by: Halifax County Commissioners Eligible for reappointment? No
1	Terry Campbell Roanoke Rapids	ETJ Member Black Male	6/1/2016 through 5/31/2019 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment? No
3	Robert Moore, Jr. (Vacant) Roanoke Rapids	ETJ Member Black Male	6/1/2017 through 5/31/2020 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
4	Greg Browning Roanoke Rapids	ETJ Member Black Male	6/1/2018 through 5/31/2021 Term Number: 6	Appointed by: Halifax County Commissioners Eligible for reappointment? No

Solid Waste Advisory Board

5	Bill <i>Enfield</i>	Dickens (vacant)	Enfield <i>White Male</i>	2/1/2011 through 1/31/2014 <i>Term Number: 4</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
11	John <i>Halifax</i>	Lovett (vacant)	Member <i>White Male</i>	2/1/2011 through 1/31/2014 <i>Term Number: 3</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
2	Danny <i>Roanoke Rapids</i>	Acree	Roanoke Rapids <i>White Male</i>	2/1/2017 through 1/31/2020 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
6	Jeffrey <i>Weldon</i>	Elks	Weldon <i>White Male</i>	2/1/2017 through 1/31/2020 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
8	Gregory <i>Enfield</i>	Griffin	Ex-Officio <i>White Male</i>	2/1/2017 through 1/31/2020 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
3	James <i>Scotland Neck</i>	Gunnells	Scotland Neck <i>White Male</i>	2/1/2017 through 1/31/2020 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
7	Al <i>Littleton</i>	Haskins	At-Large Member <i>White Male</i>	2/1/2017 through 1/31/2020 <i>Term Number: 4</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
1	Ann <i>Littleton</i>	Jackson	At-Large Member <i>White Female</i>	2/1/2017 through 1/31/2020 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
9	John <i>Scotland Neck</i>	Smith	At-Large Member <i>Black Male</i>	2/1/2017 through 1/31/2020 <i>Term Number: 7</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
4	Robert <i>Hobgood</i>	Sykes, Jr.	Hobgood <i>White Male</i>	2/1/2017 through 1/31/2020 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
10	Betty <i>Littleton</i>	Willis	Littleton <i>White Female</i>	2/1/2017 through 1/31/2020 <i>Term Number: 5</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>

MEMORANDUM

TO: HALIFAX COUNTY COMMISSIONERS

FROM: ANDREA H. WIGGINS, CLERK TO THE BOARD

SUBJECT: MARCH 2019 BOARD APPOINTMENTS

For Information Only – No Action Required

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

According to our records, the Choanoke Public Transportation Authority has one member that is appointed by the Board of Commissioners with a term that will expire on March 31, 2019:

Chris Rountree

According to our records, the Halifax County Joseph Montfort Amphitheater Advisory Board has three members that are appointed by the Board of Commissioners with terms that will expire on March 31, 2019:

George Daniel, Lori Medlin, and Richard Woodruff

Choanoke Public Transportation Authority

3	Chris <i>Halifax</i>	Rountree	Member <i>White Male</i>	4/3/2017 through 3/31/2019 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
2	Caleb <i>Littleton</i>	Eller	Member <i>White Male</i>	4/1/2018 through 3/31/2020 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
1	Patricia <i>Roanoke Rapids</i>	Whalen	Member <i>White Female</i>	4/1/2018 through 3/31/2020 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>

Amphitheater Advisory Board

9	Christopher Mayo (Vacant) <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	George Daniel <i>Scotland Neck</i>	Member <i>White Male</i>	7/10/2017 through 3/31/2019 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
5	Lori Medlin <i>Roanoke Rapids</i>	Member <i>White Female</i>	4/1/2016 through 3/31/2019 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
7	Richard Woodruff <i>Roanoke Rapids</i>	Member <i>White Male</i>	4/1/2016 through 3/31/2019 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
8	William Cox <i>Roanoke Rapids</i>	Member <i>White Male</i>	4/1/2017 through 3/31/2020 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
2	Jeff Dickens <i>Littleton</i>	Member <i>White Male</i>	4/1/2017 through 3/31/2020 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
1	Judy Evans-Barbee <i>Roanoke Rapids</i>	Member <i>White Female</i>	4/1/2017 through 3/31/2020 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
10	Curtis Strickland <i>Roanoke Rapids</i>	Member <i>White Male</i>	4/1/2017 through 3/31/2020 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
3	Frances King <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	J. Rives Manning, Jr. <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	W. Turner Stephenson III <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>



AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

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

PRESENTER: County Commissioners

SUBJECT: Approval of Closed Session Minutes

DATE: February 4, 2019 Regular Meeting

SUPPORTING INFORMATION:

The draft minutes of the August 6, 2018, September 4, 2018, September 17, 2018, October 2, 2018, and October 15, 2018 Closed Session Meetings have been previously provided for your review. A copy of these minutes will also be provided during the meeting.

ATTACHMENTS:

Description

No Attachments Available

TOTAL COST:

COUNTY COST:

REQUEST: Approve the minutes of the Closed Session Meetings.