

# Halifax County Board of Commissioners

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



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

## Monday April 1, 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](http://www.halifaxnc.com)

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

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### Call to Order

**Chairman Vernon J. Bryant**

### Invocation and Pledge of Allegiance

### Adoption of the Agenda

### Conflict of Interest

**Chairman Vernon J. Bryant**

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

### 1. Consent Agenda

**County Commissioners**

- A. Approval of Minutes
- B. Budget Amendments
- C. Property Tax Refunds and Releases - March 2019
- D. FY 2019 - 2020 Juvenile Crime Prevention Council Grant

### 2. Special Recognition

- A. National Public Safety Telecommunicator Week Proclamation

**Heather Joyner, Communications  
Manager**

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

- A. Public Comment Period

### 4. Public Hearing

- A. I-95 Exit 171 Development Study - Appropriation of Funding

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

### 5. Agenda Item

- A. North Carolina Department of Transportation Program

**Kristin W. Barnes, P.E., District  
Engineer**

### 6. Action on Public Hearing

- A. I-95 Exit 171 Development Study - Appropriation of Funding

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

**7. Agenda Items**

- A. Halifax County Voluntary Agricultural District Ordinance Amendment **M. Glynn Rollins, Jr., County Attorney**  
B. Resolution to Increase the Alcoholic Beverage Control Board to Five Members **M. Glynn Rollins, Jr., County Attorney**

**8. Board Appointments**

- A. Board Appointments **County Commissioners**

**9. Economic Development Report**

**10. County Manager's Report**

- A. Fiscal Year 2019-2020 Fee Schedule **Mary W. Duncan, Finance Director**

**11. County Attorney's Report**

**12. Other Business**

**County Commissioners**

- A. Eastern Carolina Christian College and Seminary - Letter of Support **Vernon J. Bryant, Chairman**

**13. Closed Session**

**County Commissioners**

- A. Approval of Closed Session Minutes

**14. Adjourn Until The Tuesday, April 16, 2019 Regular Meeting**

**County Commissioners**

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

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

**TO:** Halifax County Board of Commissioners

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

**SUBJECT:** Approval of Minutes

**DATE:** April 1, 2019 Regular Meeting

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**SUPPORTING INFORMATION:**

Attached, please find draft minutes for your review.

**ATTACHMENTS:**

Description

- ▯ February 4, 2019 Regular Meeting
- ▯ February 18, 2019 Regular Meeting

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**TOTAL COST:**

**COUNTY COST:**

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**REQUEST:** Approve the draft minutes.

**MINUTES  
HALIFAX COUNTY  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
FEBRUARY 4, 2019**

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

The Halifax County Board of Commissioners held a Regular Meeting on Monday, February 4, 2019, 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  
Renee Perry, 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 Brewer provided the invocation and the Pledge of Allegiance was then recited.

**Adoption of the Agenda**



Chairman Bryant requested that Medoc Mountain State Park Community Building Project be added to the agenda as the first item of business under Item 3. Agenda Items and that all other agenda items subsequently follow.

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

**Conflict of Interest**

Commissioner Manning stated that he was a member of the Horse Council in reference to Item 1. E. Equine Education Programs for Local Horse Owners Grant. There was no conflict of interest noted by any other member of the Board.

**1. Consent Agenda**

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

A. Approval of Minutes

Andrea H. Wiggins, Clerk to the Board/Assistant to the County Manager, requested that the Board approve the draft minutes of the 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, and December 3, 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 Releases - January 2019

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

D. 2018 Property Tax Liens and Advertising

Doris B. Hawkins, Halifax County Tax Coordinator and Collector, requested that the Board approve advertising the tax liens during the month of April in accordance with N. C. G. S. §105-369(a).

E. Equine Education Programs for Local Horse Owners Grant

Beth Burchell, Livestock Agent, requested that the Board approve the submission of the Equine Education Programs for Local Horse Owners Grant application, the receipt of funds if awarded, and to authorize the appropriate staff to execute the documents.

### **Announcement**

Chairman Bryant announced that February 4, 2019 was World Cancer Day; an international day marked to raise awareness of cancer and to encourage its prevention, detection, and treatment. Bruce Robistow, Health Director, stated that cancer was one of the top causes of death in Halifax County and throughout the country. He strongly encouraged preventive care and treatment when needed.

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

Moiria Underwood, Lake Gaston Association, Littleton, read and presented a letter from Moirine Lowe, Lake Gaston Association President, which requested input and consideration regarding the upcoming FY 2019-2020 Halifax County Budget from the residents, property owners and business owners in the Lake Gaston area.

### **3. Agenda Items**

#### **A. Medoc Mountain State Park Community Building Project**

Joel Jakubowski, Medoc Mountain State Park Superintendent, Department of Natural and Cultural Resources, addressed the Board and provided an overview of the proposed Community Center Project funded by the 2016 Statewide Bond Referendum for State parks in the amount of \$1,383,750. Since that time, the Community Center Project had been delayed for the second time until FY 2020-2021 and would be one of the last projects to be completed using bond funds. Mr. Jakubowski requested a letter in support of the timely completion of the Medoc Mountain State Park Community Building Project.

Commissioner Qualls moved to authorize that the County Attorney and the County Manager draft a resolution in support of the Medoc Mountain State Park Community Building Project and authorize the Chairman to execute the document. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

#### **B. FY 2019-2020 Community Services Block Grant**

Gail Walker, Choanoke Area Development Association, Inc., addressed the Board regarding the FY 2019-2020 Community Services Block Grant and requested that the Board certify that it had reviewed the proposed FY 2019-2020 Community Services Block Grant Refunding Application.

Commissioner Johnson moved to approve that the Board reviewed the proposed FY 2019-2020 Community Services Block Grant. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

C. Solid Waste Fee Refunds

Greg Griffin, Public Utilities Director, addressed the Board regarding the Solid Waste section of the Halifax County Code of Ordinances that permitted the refund of solid waste fees that were charged incorrectly due to clerical error by the County and must be approved by the Board of Commissioners or its agent as follows: Gregory A. Richardson was incorrectly charged solid waste fees from 2014 through 2018 on parcel 0106568 that was unimproved and should not have been charged in the amount of \$1,067.11. Jimmy L. Richardson had 2018 solid waste fees assessed in error on property identified as 10276948 in the amount of \$221.13 and 2018 solid waste fees for a mobile home park on parcel 0102602 and was charged for thirteen sites on this parcel when there were only twelve sites in the amount of \$221.13. It was requested that the Board approve the refund of solid waste fees and authorize the Public Utilities Director to serve as its agent to approve solid waste fee refunds, with the concurrence of the County Manager, in the future for instances of clerical error by the County.

Commissioner Qualls moved to approve the refund of solid waste fees. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

Commissioner Qualls moved to authorize the Public Utilities Director to serve as its agent to approve solid waste fee refunds, with the concurrence of the County Manager, in the future for instances of clerical error by the County. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

D. Jail Expansion Project Budget Ordinance

Ian M. Bumgarner, Senior Management Analyst, addressed the Board and requested that the Board approve the renegotiated contract with Moseley Architects regarding the Halifax County Sheriff's Office and Jail Rebid, Design Amendment 1 in accordance with the original contract dated May 4, 2012. It was also requested that the Board approve the Jail Expansion Project Budget Ordinance, which is attached to these minutes as Attachment B.

Commissioner Smith moved to approve the renegotiated contract with Moseley Architects and to adopt the Jail Expansion Project Budget Ordinance; but not to proceed to bid phase work until the construction documents were presented by Moseley Architects and approved by the Board. Commissioner Qualls seconded the motion, which passed unanimously by voice vote.

E. Exception to Tax Collector's Certification on Deeds

M. Glynn Rollins, Jr., County Attorney, addressed the Board and reported that a resolution adopted during the October 19, 2015 Regular Meeting required that all deeds offered for recording have a certification from the tax collector that no delinquent property taxes were charged as a lien on the property being transferred. An exception to the tax certification was allowed only for the following reasons: (1) the deed was being submitted for registration under the supervision of a closing attorney, (2) the closing attorney would be responsible for the disbursement of proceeds of sale, and (3) the closing attorney would be paying delinquent

property taxes, if any, from the proceeds of sale. The closing attorney information must be provided on the face of the deed by an attorney's statement in order to benefit from the exception; however, it had been discovered that some attorneys had placed the exception statement on deeds when, in fact, there was no closing attorney responsible for the disbursement of proceeds of sale which frustrated the intent and purpose of the adopted resolution. It was requested that the Board adopt a resolution to prevent this practice that would require the identity and contact information of the purported closing attorney, which is attached to these minutes as Attachment C.

Commissioner Qualls moved to approve the resolution regarding the collection of delinquent property taxes upon the transfer of property. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

#### **4. Board Appointments**

##### Enfield Board of Adjustment

Commissioner Manning moved to reappoint Balfour Keeter, Jr., Lester Shields, and Tony Silver to serve on the Enfield Board of Adjustment, terms expiring February 28, 2021. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

##### Enfield Planning Board

Commissioner Qualls moved to reappoint Tony Silver to serve on the Enfield Planning Board, term expiring February 28, 2021. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

Commissioner Qualls moved to waive the term limit and reappoint Calvin Pittman to serve on the Enfield Planning Board, term expiring February 28, 2021. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

##### Halifax County Board of Adjustment

Commissioner Manning moved to appoint Jason Myrick to fill the unexpired term of Ashley Mohorn on the Halifax County Board of Adjustment, term expiring February 28, 2020. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

##### Halifax County Planning Board

Commissioner Qualls moved to reappoint Thomas Wrenn to serve on the Halifax County Planning Board, term expiring February 28, 2022. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

Commissioner Brewer moved to waive the term limits and reappoint Greg Browning and Thomas Hedgepeth to serve on the Halifax County Planning Board, terms expiring February 28, 2022. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

Industrial Facilities and Pollution Control

Commissioner Johnson moved to reappoint Kenny Deloatch, Carl Ferebee, and G. Wayne Long to serve on the Industrial Facilities and Pollution Control, terms expiring January 31, 2025. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

Lake Gaston Weed Control Council

Commissioner Manning moved to waive the term limit and reappoint Robert Etheridge to serve on the Lake Gaston Weed Control Council, term expiring February 28, 2022. Commissioner Smith seconded the motion, which passed unanimously by voice vote.

Voluntary Agriculture District Board

It was the consensus of the Board to defer action on the Voluntary Agriculture District Board.

**5. 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.

**6. County Manager's Report**

A. Rural Forward North Carolina Grant

Phil L. Ricks, Jr., Emergency Services Director, addressed the Board regarding the Rural Forward North Carolina Grant. The grant in the amount of \$4,000 would start a Suboxone distribution program which would include the Suboxone, educational literature, and some Narcan kits from the Community Paramedics for a three to seven day trial. Targeted patients would be those who overdosed, required resuscitation by EMS, and refused transport to the hospital. The Community Paramedics would engage the patient within 48 hours of the event and start the Suboxone. In the following days, the Community Paramedic would see the patient, dispense the medication, and encourage the patient to seek additional help or a program. There was no County match required for this grant. It was requested that the Board approve the submission of the Rural Forward North Carolina Grant application, the receipt of funds if awarded, and to authorize the appropriate staff to execute the documents.

Commissioner Johnson moved to approve the submission of the Rural Forward North Carolina Grant application, the receipt of funds if awarded, and to authorize the appropriate staff to execute the documents. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

B. Boards and Commissions

Tony N. Brown, County Manager, addressed the Board and provided an update regarding the Halifax County Boards and Commissions that had been discussed during the recent retreat. A copy of mandated boards and commissions and a copy of boards and commissions that were recommended to be dissolved such as the Halifax County Human Relations Commission, EMS Advisory Committee, Grievance Committee, and Solid Waste Advisory Board were provided for the Board's review. After a brief discussion was held regarding the importance of the boards and commission recommended for dissolution, it was recommended that the County Manager review the mission of each Board and Commission and consider whether the mission needed to be revamped.

**7. County Attorney's Report**

M. Glynn Rollins, Jr., County Attorney, addressed the Board regarding a letter that had been received from H. Lawrence Armstrong, Jr., Halifax County Board of Education Attorney, regarding whether the Board had any interest in purchasing the Bakers School property or would like to waive its right of first refusal. The Halifax County Board of Education had received and accepted a proposal for the purchase of the Bakers School property in the amount of \$40,000. It was requested that if the Board had no interest in obtaining the Bakers School property that the Chairman be authorized to execute the Waiver of Right of First Refusal as to Certain School Property.

Commissioner Qualls moved to authorize that the Chairman execute the Waiver of Right of First Refusal as to Certain School Property regarding the Bakers School property. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

**8. Other Business**

There was no other business for discussion.

**9. Closed Session**

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

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

**A. Approval of Closed Session Minutes**

Commissioner Smith moved to approve the August 6, 2018, September 4, 2018, September 17, 2018, October 2, 2018, and October 15, 2018 Closed Session Meeting minutes that would remain sealed until allowed to be released. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

**10. Adjourn until February 18, 2019 Regular Meeting**

With there being no further matters to come before the Board, Commissioner Brewer moved to adjourn the meeting until the February 18, 2019 Regular Meeting at 5:30 P. M. in the Historic Courthouse. Commissioner Smith seconded the motion, which passed unanimously by voice vote.

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Vernon J. Bryant, Chairman  
Halifax County Board of Commissioners

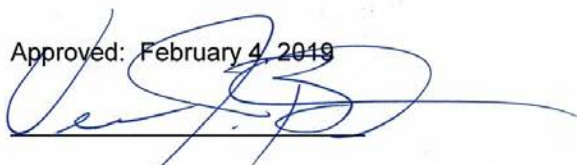
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Andrea H. Wiggins, MMC, Clerk to the Board  
Halifax County Board of Commissioners

Attachment A

Budget Amendments	Fiscal Year 18 - 19	February 4, 2019
1	<b>Sheriff</b> - Budget insurance claim proceeds from an at-fault motor vehicle accident	\$ 3,045.15
2	<b>DSS</b> - Budget additional funds for SHIFT NC program	10,000.00
3	<b>Cooperative Extension - 4H Program</b> - Budget additional funds from Fees & Donations to Livestock Program	525.00

Approved: February 4, 2019



Vernon J. Bryant  
Chairman



Attachment B

**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	<b>\$340,000</b>

**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
<b>Grand Total</b>	<b>\$340,000</b>

**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.

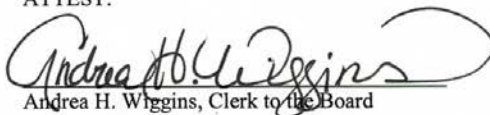
**Section 8:** Copies of this Project Ordinance shall be entered into the minutes of the governing board within five (5) days after adoption and be filed with the Finance Director, Budget Officer, County Manager, and the Clerk to the Board.

Adopted this 4<sup>th</sup> day of February 2019.



Vernon J. Bryant, Chairman

ATTEST:



Andrea H. Wiggins, Clerk to the Board

Attachment C

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

**MINUTES  
HALIFAX COUNTY  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
FEBRUARY 18, 2019**

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

The Halifax County Board of Commissioners held a Regular Meeting on Monday, February 18, 2019 at 5:30 P. M. in the Historic Courthouse, Halifax, North Carolina.

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

**OTHERS:** Tony N. Brown, County Manager  
Andrea H. Wiggins, MMC, Clerk to the Board/Assistant to the County Manager  
M. Glynn Rollins, Jr., County Attorney  
Cathy A. Scott, Economic Development Director  
Dia H. Denton, Deputy County Manager  
Mary W. Duncan, Finance Director  
Renee Perry, 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**

After a moment of silence was held in memory of Drewery Beale, former Roanoke Rapids Mayor and Police Chief, Chairman Bryant provided the invocation and the Pledge of Allegiance was then recited.

**Adoption of the Agenda**

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

### **Conflict of Interest**

Commissioner Manning stated that he may have a perceived conflict of interest regarding Item 1.A. Proclamation in support of the Sons of the American Revolution Observance of the Adoption of the Halifax Resolves and Item 1.B. Charters of Freedom Project Update. There was no conflict of interest noted by any other member of the Board.

### **1. Agenda Items**

- A. Proclamation in support of the Sons of the American Revolution Observance of the Adoption of the Halifax Resolves

Ken Wilson, President of the Halifax Resolves Chapter of the Sons of the American Revolution, read and presented a proclamation in support of the Sons of the American Revolution observance of the adoption of the Halifax Resolves, which is attached to these minutes as Attachment A.

Commissioner Manning moved to approve the proclamation in support of the Sons of the American Revolution observance of the adoption of the Halifax Resolves. Commissioner Qualls seconded the motion, which passed unanimously by voice vote.

- B. Charters of Freedom Project Update

Ken Wilson, Charters of Freedom Champion, provided a brief PowerPoint presentation which included a description and diagram of the Charters of Freedom Project that would be located adjacent to the Old Commissioners Building. He reported that he was in the process of collecting the last pledges and once received would send the last of the funds to Foundation Forward, Inc. He stated that he would keep the Board abreast of the project as it progressed forward.

### **2. Public Hearings**

- A. One North Carolina Fund Grants for AirBoss Rubber Solutions, Reser's Fine Foods, Inc., and JBB Packaging, LLC

Prior to a public hearing pursuant to N. C. G. S. 158-7.1(c), M. Glynn Rollins, Jr., County Attorney, requested that all three public hearings be conducted as one public hearing. He presented information regarding the One North Carolina Fund Grants for AirBoss Rubber Solutions, Reser's Fine Foods, Inc., and JBB Packaging, LLC. The North Carolina Department of Commerce had approved the One North Carolina Fund grants as follows: \$125,000 for AirBoss Rubber Solutions to assist in the expansion of its company located in Scotland Neck, \$250,000 for Reser's Fine Foods, Inc., to assist in the expansion of the company, and \$150,000 to JBB Packaging, LLC, to assist in the location of their company. The grant funds were to be paid

to the County, then disbursed to the companies under the terms and conditions of the Local Government Grant Agreements and Company Performance Agreements. Even though these were not County funds, a public hearing must be held pursuant to N. C. G. S. 158-7.1(c) regarding the appropriation and expenditure of grant funds. The County's previously approved Economic Development Incentive Grants constituted the local match required for the State grants. Among other conditions, payments to the companies were contingent upon the creation and maintenance of new jobs and capital investments in the County. The Board believes that these projects would stimulate the local economy, promote business, and result in the creation of a substantial number of new, permanent jobs in the County that pay at or above the median average wage. The Local Government Grant Agreements and the Company Performance Agreements associated with these grants was provided for the Board's review. It was requested that the Board adopt the proposed resolutions authorizing the appropriation and expenditure of grant funds from the North Carolina Department of Commerce, One North Carolina Fund, which are attached to these minutes as Attachment B.

With there being no questions from the Board to Attorney Rollins, Commissioner Johnson 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 One North Carolina Fund Grants for AirBoss Rubber Solutions, Reser's Fine Foods, Inc., and JBB Packaging, LLC.

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. Halifax County Community Development Block Grant, Economic Development Project Closeout

Cathy A. Scott, Economic Development Director, addressed the Board regarding the Halifax County Community Development Block Grant, Economic Development Project Closeout. The purpose of the public hearing was to review the budget and activities that had been accomplished through a Community Development Block Grant, Economic Development Project, in the amount of \$1,000,000. The total project cost was in the amount of \$3,003,298.15 as follows: Construction of Rail Spur \$2,620,491.90; Engineering \$124,335; Construction Administration and Inspection \$182,809.50; EDA Administration \$25,000; and Geotechnical \$50,661.75. The County had completed all the project activities and was in the process of closing out the grant as all of the funds were spent in the construction of a rail spur owned by the County and leased to Klausner Lumber Two which resulted in the creation of 112 jobs and a low-to-moderate income benefit of 60%.

After a brief discussion was held, 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 Halifax County Community Development Block Grant, Economic Development Project Closeout.

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

### **3. Agenda Item**

#### **A. Roanoke Connect Broadband Initiative**

Curtis Wynn, Roanoke Electric Cooperative President and CEO, addressed the Board and provided a brief PowerPoint presentation regarding the Roanoke Connect Broadband Initiative, which consisted of the following phases: Phase One consisted of fiber backbone connecting 12 substations to Roanoke Electric Cooperative's offices. ECC Technologies was chosen to support efforts initiated in 2014. Phase One was completed in May 2017. Phase Two consisted of deploying last-mile broadband and energy savings devices to all Roanoke Electric Cooperative member-owners, which was estimated to be complete in December 2021. Phase Three consisted of out-of-market expansion and deployment. Roanoke Electric Cooperative was currently evaluating and having preliminary discussions with municipal-owned systems to replicate the Roanoke Electric Cooperative model. The cost savings and load-growth initiatives consisted of 58% power cost, 15% Administration and consumer, 12% plant operations and maintenance, 8% depreciation, 5% interest, and 2% taxes. Roanoke Connect broadband deployment was the primary enabler of energy efficiency, Smart Energy devices, AMI and System Automation, distributed generation of solar and battery; creating cost savings for Roanoke Electric Cooperative and member-consumers while reducing carbon emissions. The primary focus consisted of distribution reliability and resiliency; lower cost through efficiency; member-owner satisfaction; and converging telecommunications into a utility business model. Providing internet service, creating a new telecommunications revenue stream, and creating new competition for incumbent telecom providers was secondary. The Roanoke Electric Cooperative triple savings offer consisted of participating in the Smart Energy Savings Thermostat Program and/or Smart Energy Savings Water Heater Control Program and pre-registering for broadband services with Roanoke Connect. Installation and equipment charges would be waived and customers would receive a \$5 per month discount for internet service in the amount of \$39.99.

Jeff Brooks, ECC Technologies, addressed the Board stating that in January 2017, Roanoke Electric Cooperative identified member-owners who wanted Smart Grid and/or internet and identified community and economic development needs. In May 2017, the pilot was initiated and in May 2018 the first live segment was conducted. As of January 31, 2019, Roanoke Electric Cooperative had passed over more than 600 homes in the territory. By December 31, 2019, Roanoke Electric Cooperative would pass over 4,000 homes in the territory. The County had the highest percentage of SmartGrid adoption. As a last mile company, Roanoke Electric Cooperative was uniquely positioned to design, deploy, and deliver advanced services in its service territory, and adjacent areas. Unlike most last mile services, the Roanoke SmartGrid initiative offered services and savings for its customers. As of February 2019, there were 206

internet users, 653 Smart Energy Thermostat and Smart Energy Water Heaters. The Phase One network deployment in the County would begin in mid-2019 consisting of 18 poles, 15 fiber miles, with an investment in the amount of \$150,000. Phase Two design would be underway during the last of 2019 and 2020 and would consist of 50 fiber miles with an investment in the amount of \$800,000. In 2021, there would be 2,503 total member-owners with an investment in excess of \$2 Million. Roanoke Electric Cooperative was building a SmartGrid system that would utilize broadband connections to attach SmartGrid devices in the home and to the house which would save member-owners money along with other devices that would be allowed for improved efficiency. The Roanoke Electric Cooperative initiative was to provide broadband access in areas that were unserved and underserved.

**4. Action on Public Hearings**

- A. One North Carolina Fund Grants for AirBoss Rubber Solutions, Reser's Fine Foods, Inc., and JBB Packaging, LLC

Commissioner Smith moved to adopt the resolution authorizing the appropriation and expenditure of grant funds from the North Carolina Department of Commerce, One North Carolina Fund, for AirBoss Rubber Solutions. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

Commissioner Brewer moved to adopt the resolution authorizing the appropriation and expenditure of grant funds from the North Carolina Department of Commerce, One North Carolina Fund, for Reser's Fine Foods, Inc. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

Commissioner Manning moved to adopt the resolution authorizing the appropriation and expenditure of grant funds from the North Carolina Department of Commerce, One North Carolina Fund, for JBB Packaging, LLC. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

- B. Halifax County Community Development Block Grant, Economic Development Project Closeout

Commissioner Brewer moved to approve the Halifax County Community Development Block Grant, Economic Development Project Closeout. Commissioner Manning seconded the motion, which passed unanimously by voice vote.

**5. Agenda Item**

- A. Carry Forward of Animal Control Fees

Bruce Robistow, Health Director, addressed the Board and requested that the Health Department be authorized to carry forward funds in the amount of \$10,529 in revenue for animal control fees from the FY 2017-2018 Budget to the FY 2018-2019 Budget to perform rabies and spay and neuter clinics.

Commissioner Qualls moved to approve the request to carry forward funds in the amount of \$10,529 in revenue for animal control fees from the FY 2017-2018 Budget to the FY 2018-2019 Budget to perform rabies and spay and neuter clinics. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

**6. Other Business**

**A. Resolution in Honor of Mariah Watson Bullock**

Chairman Bryant requested that the Board adopt a resolution in honor of Mariah Watson Bullock, which is attached to these minutes as Attachment C.

Commissioner Smith moved to adopt the resolution in honor of Mariah Watson Bullock. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

**B. Sheriff's Department Request**

Sheriff S. Wes Tripp, Sheriff's Office, addressed the Board regarding a FY 2018-2019 Budget deficit. The cost of inmates in other jails had escalated as well as the transportation expenses of moving inmates to and from remote locations for court dates resulted in a request for additional funding to support the cost of housing inmates in other jails in the amount of \$100,000. The funding request for fuel costs was in the amount of \$100,000; however, would be offset by additional security revenues in the amount of \$40,000, which would reduce the request in the amount of \$60,000.

Mary W. Duncan, Finance Director, stated that according to budget projections the Sheriff would need additional funds and recommended that the Board approve the budget amendment in the amount of \$115,000 for inmates in other jails, which is attached to these minutes as Attachment D.

Commissioner Qualls moved to approve a budget amendment in the amount of \$175,000, to be appropriated from Fund Balance. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

Chairman Bryant requested that the County Manager coordinate a meeting regarding the Jail to include the Judges, District Attorney, County Attorney, Commissioner Johnson, and Commissioner Brewer and himself.

Mary W. Duncan, Finance Director, requested that the Board approve two budget amendments, which are attached to these minutes as Attachment E, as follows: Budget additional revenue earned by security staff in the amount of 40,000. The final closeout invoice had been received by the Jail for services exceeding the cost pool for claims in the amount of \$28,321 which would be appropriated from the Contingency Fund, as there were no internal funds available.



Commissioner Smith moved to approve the budget amendments as presented. Commissioner Qualls seconded the motion, which pass unanimously by voice vote.

**7. Closed Session**

Commissioner Brewer moved that Closed Session be entered under N. C. G. S. §143-318.11(a) to discuss (3) Legal Matters. Commissioner Qualls seconded the motion, which passed unanimously by voice vote.

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

**8. Adjourn until the March 11, 2019 Regular Meeting**

Commissioner Smith moved to adjourn the meeting until the March 11, 2019 Regular Meeting. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

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

**9. Other Business**

Commissioner Bryant requested that the Board amend the Halifax County Board of Commissioners 2019 Meeting Schedule to change the April 15, 2019 Regular Meeting at 5:30 P. M. to April 16, 2019 Regular Meeting at 5:30 P. M.

Commissioner Brewer moved to amend the Halifax County Board of Commissioners 2019 Meeting Schedule to change the April 15, 2019 Regular Meeting at 5:30 P. M. to April 16, 2019 Regular Meeting at 5:30 P. M. Commissioner Qualls seconded the motion, which passed unanimously by voice vote.

**10. Adjourn until the March 11, 2019 Regular Meeting**

Commissioner Brewer moved to adjourn the meeting until the March 11, 2019 Regular Meeting. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

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Vernon J. Bryant, Chairman  
Halifax County Board of Commissioners

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



*Proclamation*

*In Support of The Sons of The American Revolution  
Observance of The Adoption of The Halifax Resolves*

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

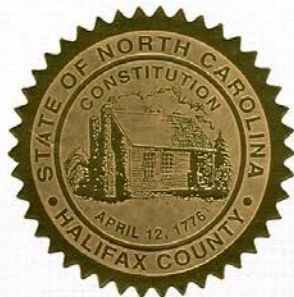
*Whereas*, the fourth North Carolina Provincial Congress convened on April 4, 1776 in Halifax to determine the direction the colony would take concerning independence; and

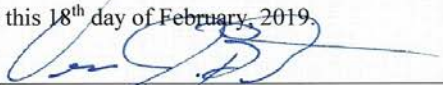
*Whereas*, on April 12, 1776, the appointed committee, under the leadership of Cornelius Harnett, crafted a document that determined not only the direction the colony of North Carolina would take, but also that of all the thirteen colonies; and

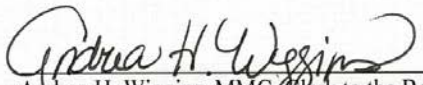
*Whereas*, this document, known as the Halifax Resolves, read in part "*Resolved, that the delegates for this Colony in the Continental Congress be empowered to concur with the delegates of the other Colonies in declaring independency, and forming foreign alliances, reserving to this Colony the sole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

*Now, Therefore, Be It Proclaimed*, that the Halifax County Board of Commissioners, in the State of North Carolina, is fully in support of the Halifax Resolves Chapter, North Carolina Society, Sons of the American Revolution's efforts to commemorate the adoption of this historic document on April 12, 2019.

*Be It Further Proclaimed*, that a copy of this proclamation be spread upon the minutes of the Halifax County Board of Commissioners this 18<sup>th</sup> day of February, 2019.



  
Vernon J. Bryant, Chairman  
Halifax County Board of Commissioners

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

Attachment B

RESOLUTION AUTHORIZING THE  
APPROPRIATION AND EXPENDITURE OF GRANT FUNDS  
FROM THE N.C. DEPARTMENT OF COMMERCE - ONE NORTH CAROLINA FUND  
(AirBoss Rubber Solutions)

WHEREAS, AirBoss Rubber Solutions (the Company) intends to expand 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 "by the allocation of other revenues whose use is not otherwise restricted by law"; and

WHEREAS, the N. C. Department of Commerce has approved a grant from the One North Carolina Fund in the total amount of \$125,000 in support of the Company's expansion plans (the Grant); and

WHEREAS, the Grant funds will be paid over to Halifax County for disbursement to the Company, subject to the terms and conditions set forth in the One North Carolina Fund Local Government Grant Agreement between Halifax County and the N.C. Dept. of Commerce, and the One North Carolina Fund Company Performance Agreement between Halifax County and the Company (collectively, the Grant Documents), including provisions related to job creation and capital investment; and

WHEREAS, the award of the Grant is also contingent upon certain local incentives from the County to the Company, the appropriation and expenditure of which have already been authorized following a public hearing; and

WHEREAS, the Halifax County Board of Commissioners held a public hearing pursuant to G.S. 158-7.1(c) regarding the appropriation and expenditure of the Grant funds; and

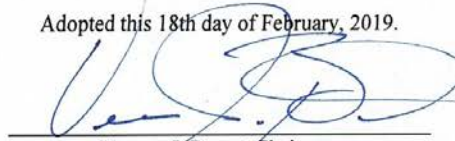
WHEREAS, the expansion of the Company's operations in Halifax County will stimulate, diversify, and stabilize the local economy, promote business in Halifax County, increase the population and taxable property in Halifax County, and result in the creation of a substantial number of good paying jobs in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

Attachment B

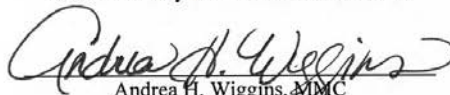
WHEREAS, the funding for this incentive will be appropriated from the N.C. Dept. of Commerce  
One North Carolina Fund; and

NOW, THEREFORE, BE IT RESOLVED THAT, authorization is given for the appropriate  
county officials to execute the Grant Documents, and to appropriate and expend the grant funds in  
accordance with the Grant Documents.

Adopted this 18th day of February, 2019.



Vernon J. Bryant Chairman  
Halifax County Board of Commissioners



Andrea H. Wiggins, MMC  
Clerk to the Board



Attachment B

RESOLUTION AUTHORIZING THE  
APPROPRIATION AND EXPENDITURE OF GRANT FUNDS  
FROM THE N.C. DEPARTMENT OF COMMERCE - ONE NORTH CAROLINA FUND  
(Reser's Fine Foods, Inc.)

WHEREAS, Reser's Fine Foods, Inc. (the Company) intends to expand 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 "by the allocation of other revenues whose use is not otherwise restricted by law"; and

WHEREAS, the N. C. Department of Commerce has approved a grant from the One North Carolina Fund in the total amount of \$250,000 in support of the Company's expansion plans (the Grant); and

WHEREAS, the Grant funds will be paid over to Halifax County for disbursement to the Company, subject to the terms and conditions set forth in the One North Carolina Fund Local Government Grant Agreement between Halifax County and the N.C. Dept. of Commerce, and the One North Carolina Fund Company Performance Agreement between Halifax County and the Company (collectively, the Grant Documents), including provisions related to job creation and capital investment; and

WHEREAS, the award of the Grant is also contingent upon certain local incentives from the County to the Company, the appropriation and expenditure of which have already been authorized following a public hearing; and

WHEREAS, the Halifax County Board of Commissioners held a public hearing pursuant to G.S. 158-7.1(c) regarding the appropriation and expenditure of the Grant funds; and

WHEREAS, the expansion of the Company's operations 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



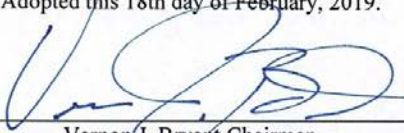
Attachment B

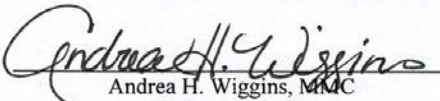
WHEREAS, the funding for this incentive will be appropriated from the N.C. Dept. of Commerce  
One North Carolina Fund; and

NOW, THEREFORE, BE IT RESOLVED THAT, authorization is given for the appropriate  
county officials to execute the Grant Documents, and to appropriate and expend the grant funds in  
accordance with the Grant Documents.

Adopted this 18th day of February, 2019.



  
Vernon J. Bryant Chairman  
Halifax County Board of Commissioners

  
Andrea H. Wiggins, MMC  
Clerk to the Board

Attachment B

RESOLUTION AUTHORIZING THE  
APPROPRIATION AND EXPENDITURE OF GRANT FUNDS  
FROM THE N.C. DEPARTMENT OF COMMERCE - ONE NORTH CAROLINA FUND  
(JBB Packaging LLC)

WHEREAS, JBB Packaging LLC (the Company) intends to locate 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 "by the allocation of other revenues whose use is not otherwise restricted by law"; and

WHEREAS, the N. C. Department of Commerce has approved a grant from the One North Carolina Fund in the total amount of \$150,000 in support of the Company's expansion plans (the Grant); and

WHEREAS, the Grant funds will be paid over to Halifax County for disbursement to the Company, subject to the terms and conditions set forth in the One North Carolina Fund Local Government Grant Agreement between Halifax County and the N.C. Dept. of Commerce, and the One North Carolina Fund Company Performance Agreement between Halifax County and the Company (collectively, the Grant Documents), including provisions related to job creation and capital investment; and

WHEREAS, the award of the Grant is also contingent upon certain local incentives from the County to the Company, the appropriation and expenditure of which have already been authorized following a public hearing; and

WHEREAS, the Halifax County Board of Commissioners held a public hearing pursuant to G.S. 158-7.1(c) regarding the appropriation and expenditure of the Grant funds; and

WHEREAS, the expansion of the Company's operations 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

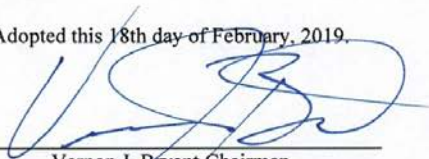
Attachment B

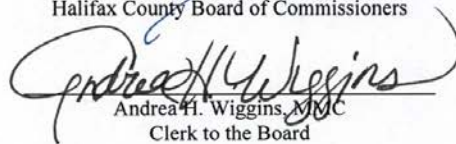
WHEREAS, the funding for this incentive will be appropriated from the N.C. Dept. of Commerce  
One North Carolina Fund; and

NOW, THEREFORE, BE IT RESOLVED THAT, authorization is given for the appropriate  
county officials to execute the Grant Documents, and to appropriate and expend the grant funds in  
accordance with the Grant Documents.

Adopted this 18th day of February, 2019.



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

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



Attachment C



*Resolution  
In Honor Of  
Mariah Watson Bullock*

*Whereas*, Mariah Watson Bullock was born on February 28, 1926 in Oconeechee Neck, Jackson, North Carolina and currently reside in Weldon, North Carolina, with family; and

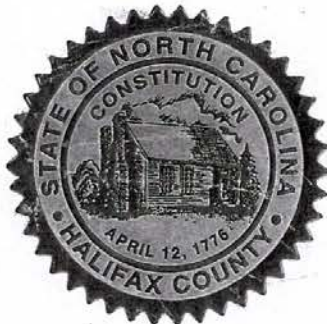
*Whereas*, Mariah serves as Mother of the Twilight Missionary Baptist Church located in Halifax, North Carolina; and

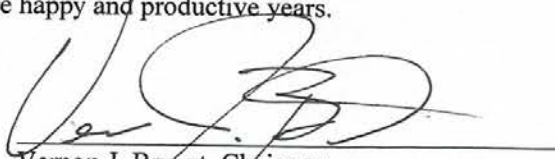
*Whereas*, Mariah married the late Wilbert Bullock, Sr., and was blessed with five beautiful children, Wilbert Bullock, Jr., Peggy Bullock Barnes, Anna Bullock Bryant, Essie Mae Bullock, and Rose Bullock Claridy. She is the proud grandmother of ten grandchildren and the proud great-grandmother of seven great-grandchildren; and

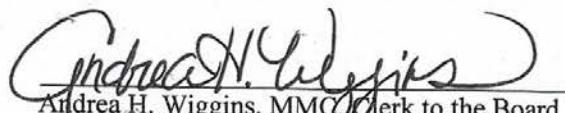
*Whereas*, Mariah loves reading her Bible, listening to gospel music, cooking, praying for her family, and talking on the phone with friends, grandchildren, and great-grandchildren.

*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 and does hereby deem it an honor and a pleasure to extend to Mariah Watson Bullock our sincere congratulations and best wishes for many more happy and productive years.

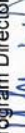

This the 18<sup>th</sup> day of February, 2019.



  
Vernon J. Bryant, Chairman  
Halifax County Board of Commissioners

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

[illegible]

 Program Director	Date
 County Manager/Deputy Co. Manager or County Commissioner Chairman	Date 2/15/19

### Approval for Performance Compensation

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

Account Number / Name	Debit	Credit	Explanation
110-5310-5250-00 Vehicle Fuel	40,000.00		<b>Sheriff</b>
110-4410-4838-03 Miscellaneous Rev		40,000.00	Budget additional revenue earned by Security Staff thru February
<b>TOTALS</b>	<b>40,000.00</b>	<b>40,000.00</b>	

### Approval for Performance Compensation

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

Program Director <i>Walter W. Bulcal</i>	Date <i>2-15-19</i>
Department / Agency Head <i>[Signature]</i>	Date <i>2/18/19</i>
County Manager of Deputy Co. Manager or County Commissioner Chairman	Date

Attachment E

BUDGET AMENDMENT

Account Number / Name	Debit	Credit	Explanation
110-5320-5693-95 Con. Svs - Jail Health	28,321.00		<b>Transfer &amp; Support Services</b>
110-5128-5991-00 Contingency		28,321.00	Transfer additional Jail Health Contract expenses from Contingency
<b>TOTALS</b>	<b>28,321.00</b>	<b>28,321.00</b>	

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

Approval for Performance Compensation

Human Resources Director Date

Program Director Date  
2-15-19  
Department / Agency Head  
County Manager or  
Deputy Co. Manager or  
County Commissioner Chairman  
2-18-19



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

**TO:** Halifax County Board of Commissioners

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

**SUBJECT:** Budget amendments

**DATE:** April 1, 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 4-1-19
- ▢ BA list 4-1-19

---

**TOTAL COST:**\$0

**COUNTY COST:**\$0

---

**REQUEST:** Approve presented Budget Amendments

**Budget Amendments****Fiscal Year 18 - 19****April 1, 2019**

<b>1</b>	<b>Operations - Maintenance &amp; Repair to Buildings - Budget</b> insurance claim proceeds - Health HVAC unit	\$ 5,950.00
<b>2</b>	<b>Cooperative Extension - Extension Agent Program - Budget</b> donated funds for the Cotton program	400.00
<b>3</b>	<b>Cooperative Extension - County Extension Program - Budget</b> donated funds for 4H programs	1,000.00
<b>4</b>	<b>Cooperative Extension - 4H Account - Budget</b> donated funds for the Livestock program	300.00
<b>5</b>	<b>Public Utilities - Solid Waste Electronic Management - Budget</b> additional revenue for recycling	3,249.96

Approved: April 1, 2019

---

Vernon J. Bryant  
Chairman

## BUDGET AMENDMENT

Account Number / Name	Debit	Credit	Explanation
110-9170-5550-00 / Inv Equipment-CA	5,950.00		<b>Capital Outlay - Maint &amp; Rep to Bldgs</b>
110-4410-4839-97 / Insurance Claims Reimb		5,950.00	To budget insurance claims reimbursement (Health Dept HVAC)
<b>TOTALS</b>	<b>5,950.00</b>	<b>5,950.00</b>	

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

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

Approval for Performance Compensation

Human Resources Director

Date

Program Director

Date

*Mary W. Duran*  
Department / Agency Head

*3-12-19*  
Date

*we*  
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
127-5955-5220-05 - Cotton	400.00		Cooperative Extension - Extension Agent Programs
127-4500-4320-10 - Donations		400.00	Budget additional funds
<b>TOTALS</b>	400.00	400.00	

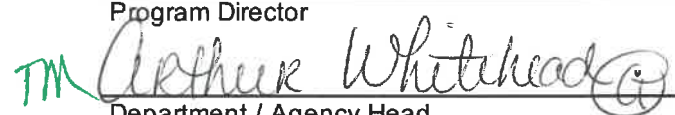

- \* To **increase** a **revenue** line item, you credit - to decrease, you debit  
 \* To **increase** an **expense** line item, you debit - to decrease, you credit

Approval for Performance Compensation

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

revised 9/16/14

	Date
	
Department / Agency Head	Date

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

\_\_\_\_\_  
 Date



## BUDGET AMENDMENT

Account Number / Name	Debit (Expense Increase) (Revenue Decrease)	Credit (Expense Decrease) (Revenue Increase)	Explanation
128-5956-5399-75 - 4H Projects	1,000.00		Cooperative Extension - County Extension Programs
128-4501-4320-10 - Donaions		1,000.00	Budget additional funds
<b>TOTALS</b>	1,000.00	1,000.00	

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

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

Approval for Performance Compensation

Human Resources Director

Date

Program Director

Date

*Arthur Whitehead*  
Department / Agency Head

*3/13/19*  
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
129-5957-5290-36 - OS&M Hrs Lvst Arnea	300.00		<b>Cooperative Extension - 4H Acct</b>
129-4502-4490-11 - Fees/Don/Hrs Lvst Arena		300.00	Budget additional funds
<b>TOTALS</b>	300.00	300.00	

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

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

Approval for Performance Compensation

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

revised 9/16/14

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

\_\_\_\_\_  
Date

*TM* *Arthur Whitehead* *3/13/19*  
\_\_\_\_\_  
Department / Agency Head                      Date

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

\_\_\_\_\_  
Date



FIN BA 01

## BUDGET AMENDMENT

Account Number / Name	Debit	Credit	Explanation
661-8100-5498-15 Recycling Disposal Fee	3,249.96		<b>SW ELECTRONIC MGMT FUND GRANT</b>
661-4714-4742-18 SW Electronic Mgmt Fund Grt		3,249.96	APPROPRIATE ADDITIONAL REVENUES TO PAY INVOICES FOR REMAINDER OF FY
	3,249.96	3,249.96	

- \* 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
 Mary W. Duncan	3/5/19
Department / Agency Head	Date
 [Signature]	
County Manager or Deputy County Manager or County Commissioner Chairman	Date



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

**TO:** Halifax County Board of Commissioners

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

**SUBJECT:** Property Tax Refunds and Releases - March 2019

**DATE:** April 1, 2019 Regular Meeting

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**SUPPORTING INFORMATION:**

**Paula K. Mallory; 66 Reagan Dr, Roanoke Rapids, NC 27870**

*Property 10279648: Value error corrected on double-wide*

Return refund to Tax Department to apply to 2013 and 2014 tax bills

2016	FWD	\$27.18
	G01	\$237.16
	SWL	\$60.81
	<b>TOTAL</b>	<b>\$325.15</b>

**Zander Whitaker; 209 N Dennis St, Enfield, NC 27823**

*Parcel 0401986: Dwelling burned in 2015*

2016	ENC	\$318.44
	G01	\$296.40
	<b>TOTAL</b>	<b>\$614.84</b>

**ATTACHMENTS:**

Description

No Attachments Available

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**TOTAL COST:**

**COUNTY COST:**

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**REQUEST:** Approve the March 2019 property tax refunds and releases. The releases report will be provided after the month-end process is completed on the last business day of the month.



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

**TO:** Halifax County Board of Commissioners

**FROM:** Michael Pittman, Operation Restart Director

**SUBJECT:** FY 2019 - 2020 Juvenile Crime Prevention Council Grant

**DATE:** April 1, 2019 Regular Meeting

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**SUPPORTING INFORMATION:**

The Halifax County JCPC will be requesting grant applications for program funding for fiscal year 2019-2020. Operation Restart has been in existence for 28 years here in Halifax County funded by JCPC. These funds will be used to support community service and interpersonal skill programs for at risk students and referred youth. Michael Pittman of Operation Restart will be available to answer questions.

\* In Kind 10% match covered by office space

**ATTACHMENTS:**

Description

▢ Grant Application

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**TOTAL COST:**\$206,631

**COUNTY COST:**0

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**REQUEST:** Approve the submission of the grant applications, receipt and budgeting of funds if awarded and to authorize the County Manager, Finance Director, and County Attorney to execute any necessary documents.



# North Carolina Department of Public Safety

## JCPC Program - Program Application

SECTION I A		SPONSORING AGENCY AND PROGRAM INFORMATION	
<b>FUNDING PERIOD:</b>	FY 19-20	<b>DPS/JCPC FUNDING # (cont only)</b>	842-XXXX
<b>COUNTY:</b>	Halifax	<b>AREA:</b>	Eastern Area
<b>Multi-County:</b>	No	<b>Multi-Components</b>	Yes
<b>NAME OF PROGRAM:</b>		Operation Restart	

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

COMPONENT ID #	NAME OF PROGRAM COMPONENT	PROGRAM TYPE	TOTAL COST OF EACH COMPONENT
24633	Operation Restart/Restitution/Community Service	Restitution/Community Service	\$ 88,193
24634	Operation Restart/Interpersonal Skill	Interpersonal Skill Building	\$ 118,438
<b>Total cost of components:</b>			\$ 206,631

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

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

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

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

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

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

SECTION I B	PROGRAM COMPONENT DESCRIPTION
COMPONENT ID #	COMPONENT INFORMATION
24633	<p><b>NAME OF COMPONENT:</b> Operation Restart/Restitution/Community Service</p> <p><b>BRIEF DESCRIPTION:</b> Operation Restart Restitution Program is designed to provide opportunities for juveniles to be held accountable for their actions to the community and their victims through performing supervised community service work and or monetary payment within the timeline stipulated in the court orders or diversion contracts.</p>

COMPONENT ID #	COMPONENT INFORMATION
24634	<p><b>NAME OF COMPONENT:</b> Operation Restart/Interpersonal Skill</p> <p><b>BRIEF DESCRIPTION:</b> Operation Restart Program is designed to provide interpersonal skill building. Through the Cooperative Learning Model, Operation Restart will help teach positive human relationships, multiple intelligent systems, positive independence, and individual accountability. Through the model, the program will provide structured activities that teach positive working relationships, how to set and reach clear learning and behavioral goals, and strategies to help youth complete tasks.</p>

<b>SECTION II</b>		<b>COMPONENT STATISTICAL INFORMATION</b>			
Multi-Components Yes					
<b>Component Service Statistics</b>		<b>PROGRAM COMPONENT INFORMATION - APPLICATION YEAR</b>			
<b>Component Name:</b> Operation Restart/Restitution/Community Service					<b>Component ID #</b> 24633
<b>What is this component's maximum client capacity at any given time?</b>					37
Frequency of client contact per month:	8		Anticipated Average Length of Stay:	180	Days
Total Component Cost:	\$88,193	÷ by	Estimated # to be served during funding period:	65	
<b>Estimated Average Cost Per Youth:</b>			<b>\$1,357</b>		
Applies to continuation programs only.	Actual number of youth admitted FY 17-18:			49	
	49	Number of admissions Juvenile Justice Referred		100% of total admissions	
	0	Number of admissions Law Enforcement Referred		0% of total admissions	
	0	Number of admissions District Court Referred		0% of total admissions	



SECTION III	COMPONENT SUMMARY
<b>NAME OF COMPONENT:</b>	Operation Restart/Restitution/Community Service
<p><b>1. Statement of the Problem:</b> <i>In concise terminology, describe how the program will address continuum need(s) in the county.</i></p> <p>Operation Restart had 54 youth involved in the Community Service/Restitution Program. Operation Restart/Community Service/Restitution programs proposes to introduce and equip our youth with the ability to make responsible decisions, manage their anger and develop social skills that society demands. As they work to pay back restitution through community service, they will develop a positive attitude, develop self control and respect for themselves and authority. Absence of positive role models, lack of positive self-esteem, lack of respect for authority and the inability to accept discipline, lack of self control, need for instant gratification and negative influence of peers are just a few of the elements that plague our youth.</p>	
<p><b>2. Target Population:</b> <i>Describe the target population, including age, and the steps taken to insure that the target population is served.</i></p> <p>1) Youth from 9 - 17 years of age  2) Adjudicated delinquent-insured by court order and Juvenile Court Counselor  3) Diverted at intake - insured by referral from Juvenile Services Intake Counselor</p>	
<p><b>3. Program Goal(s):</b> <i>Provide a brief statement to describe the overall purpose of the program.</i></p> <p>Volunteer work supervisors will provide positive role models, clear and concise instructions, support and positive feedback, and evaluation for those involved in Restitution/Community Service. As a result, the youth will gain a sense of responsibility for wrong doing, a sense of contribution to the community, an understanding of the victim's perspective and a better image of self and self-control. The client will make a significant contribution to the community and if ordered, repay the victim for losses impacted from their negative involvement in criminal activity.</p>	
<p><b>4. Measurable Objective(s):</b> <i>State in measurable terms (%) the intended effect of the program on specific undisciplined and/or delinquent behaviors. Example: anticipated reductions in court referrals, runaway behavior, disruptive behavior at school, anticipated improved school attendance and academic achievement. These objectives must include impact on participants.</i></p> <p>70% Clients successfully/satisfactorily completing the program will have no new adjudications in the 12 months following completion.  70% Clients will have no new adjudications for a complaint with an offense date after the admission date.  80% Clients will demonstrate accountability by actively participating in restitution/community service activities.  70% Clients successfully/satisfactorily completing the program will have no new complaints in the 12 months following completion.  70% Clients will have no new complaints with an offense date after the admission date.  70% Clients will successfully or satisfactorily complete services as intended by the program design/service plan.  70% Clients will complete restitution or community service within the timeframe permitted by JCPC policy.</p>	
<p><b>5. Elevated Risks and Needs:</b> <i>Describe how you will address one or more of the Elevated Risk and Needs of adjudicated juveniles listed in the local JCPC Request for Proposal.</i></p> <p>There are significant peer pressure problems with youth in general and even more significant problems of adjudicated</p>	

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

SECTION IV	COMPONENT NARRATIVE (attach for each component)
<b>NAME OF COMPONENT:</b>	Operation Restart/Restitution/Community Service
<p><b>1. Location:</b> <i>List physical address(es) and describe where program services are delivered.</i></p> <p>The main location for the Operation Restart/Community Service/Restitution Program will be in the Halifax County Agricultural Center - Cooperative Extension, (359 Ferrell Lane, Halifax, NC 27839). The various activities will be performed throughout the communities of Halifax County. The youth will be given the opportunity to service public or nonprofit organizations that are age appropriate for restitution/community service referrals.</p>	
<p><b>2. Operation:</b> <i>Describe the daily/weekly schedule of program operation.</i></p> <p>The various activities will be performed throughout the communities of Halifax County. The youth will be given the opportunity to service public and nonprofit organizations that are age appropriate for restitution/community service referrals. Work sites that are established and willing to accept our at-risk population will be the venue to place the youth back in his/her community. During the summer the youth will work Monday through Thursday 8am - 4pm. During the school semester the youth will work Tuesday through Thursday 3pm - 6pm and 2 Saturdays out of each month 8am - 3pm.</p>	
<p><b>3. Staff Positions:</b> <i>Describe paid or volunteer position qualifications, (certifications, degrees, work experience) and position(s) responsibilities relative to this component.</i></p> <p>The program employs:</p> <p>Director (BA Degree) who is responsible for not only direct services to the clients and families, but also supervising program assistants, and the Program Coordinator. This is a full time position working 40 hours weekly.</p> <p>Program Coordinator (full-time BA Degree; responsibilities include but are not limited to: overseeing client files, providing transportation assistance, schedule work sites for clients, recruit new work sites and volunteer supervisors for group activities, and any other specifics given by the direction of the Program Director.</p> <p>Part time assistant (13 - 15 hrs) work experience and high school graduate. Part-time Program Assistant responsibilities include but are not limited to assisting Program Coordinator with supervision, monitoring and transportation of juvenile referrals.</p>	
<p><b>4. Service Type SPEP:</b> <i>Describe implementation to include:</i></p> <p>Primary Service: Restitution / Community Service; Secondary Service: None</p>	
<p><b>5. Admission Process:</b> <i>Describe the specific referral, screening, admission process (including timeline), the staff responsible for making decisions about admissions and reasons why a referral may not be accepted.</i></p> <p>All referrals shall be screened by our Juvenile Chief Court Counselor and Juveniles Intake Counselor then processed to the program as a written referral. The family will be given in-depth information on program guidelines and the structure that will be available to help complete the ordered obligations from the court through an individual service plan. The youth will be given an opportunity to pick from a list of work sites available to them in their community and receive a calendar of scheduled group activities available fro the month. The staff will be available on the 1st and 3rd Thursdays of the month in an effort to expedite screening.</p>	

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

<b>SECTION II</b>		<b>COMPONENT STATISTICAL INFORMATION</b>			
Multi-Components Yes					
<b>Component Service Statistics</b>		<b>PROGRAM COMPONENT INFORMATION - APPLICATION YEAR</b>			
<b>Component Name:</b> Operation Restart/Interpersonal Skill					<b>Component ID #</b> 24634
<b>What is this component's maximum client capacity at any given time?</b>					65
Frequency of client contact per month:	12		Anticipated Average Length of Stay:	365	Days
Total Component Cost:	\$118,438	÷ by	Estimated # to be served during funding period:	65	
<b>Estimated Average Cost Per Youth:</b>			<b>\$1,822</b>		
Applies to continuation programs only.	Actual number of youth admitted FY 17-18:			42	
	42	Number of admissions Juvenile Justice Referred		100% of total admissions	
	0	Number of admissions Law Enforcement Referred		0% of total admissions	
	0	Number of admissions District Court Referred		0% of total admissions	

SECTION III	COMPONENT SUMMARY
<b>NAME OF COMPONENT:</b>	Operation Restart/Interpersonal Skill
<p><b>1. Statement of the Problem:</b> <i>In concise terminology, describe how the program will address continuum need(s) in the county.</i></p> <p>Operation Restart had 85 youth involved in the Interpersonal Skills program. Operation Restart proposes to introduce and equip our youth to make responsible decisions, manage their anger and develop social skills that society demands. Absence of positive role models, lack of positive self-esteem, lack of respect for authority and the inability to accept discipline, lack of self control, need for instant gratification and negative influence of peers.</p>	
<p><b>2. Target Population:</b> <i>Describe the target population, including age, and the steps taken to insure that the target population is served.</i></p> <p>The populations we are supposed to serve are Halifax County youth ages 7 - 17 referred by North Carolina Department of Public Safety Adult Correction and Juvenile Justice. They include juveniles on probation, juveniles that have completed their probation period, undisciplined or delinquent youth diverted at intake, or at the discretion of the Intake Counselor, youth on post release supervision (PRS) from the Youth Development Center (YDC); and returnees from out of home placement, ex: Therapeutic Foster Care, Multipurpose Group Home, DSS, school</p>	
<p><b>3. Program Goal(s):</b> <i>Provide a brief statement to describe the overall purpose of the program.</i></p> <p>In order to reduce court involvement and reduce youth recidivism, we propose to offer the following interpersonal skills curriculum offered through a variety of classes on a weekly basis: critical thinking skills, decision making, getting along with peers, personal conflict management, employability skills, addressing the challenges of life, family management and family conflict, including to but not limited to the following: building self-esteem in children, nutrition and exercise, health and hygiene, and successful transition into the community.</p>	
<p><b>4. Measurable Objective(s):</b> <i>State in measurable terms (%) the intended effect of the program on specific undisciplined and/or delinquent behaviors. Example: anticipated reductions in court referrals, runaway behavior, disruptive behavior at school, anticipated improved school attendance and academic achievement. These objectives must include impact on participants.</i></p> <p>70% Clients will successfully or satisfactorily complete services as intended by the program design/service plan.  70% Clients will have no new adjudications for a complaint with an offense date after the admission date.  70% Clients will reduce specific problem behaviors presented at referral and targeted in the individual service plan.  70% Clients successfully/satisfactorily completing the program will have no new adjudications in the 12 months following completion.  70% Clients will have no new complaints with an offense date after the admission date.  70% Clients will demonstrate improvement in targeted skills identified in the individual service plan.  70% Clients successfully/satisfactorily completing the program will have no new complaints in the 12 months following completion.</p>	
<p><b>5. Elevated Risks and Needs:</b> <i>Describe how you will address one or more of the Elevated Risk and Needs of adjudicated juveniles listed in the local JCPC Request for Proposal.</i></p> <p>There are significant peer problems with youth in general and even more significant problems of adjudicated youth. One of the programs developed to address peer pressure is weekly youth rap sessions which allow youth to discuss</p>	

SECTION III	COMPONENT SUMMARY
<b>NAME OF COMPONENT:</b>	Operation Restart/Interpersonal Skill
<p>openly among peers the pressures to conform regarding substance abuse, teen pregnancy, and criminal behavior. By allowing the youth to express their concerns in a safe environment we find that they have the ability, with the support of adult leaders, to determine their own productive solutions.</p>	

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



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

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

**SECTION V****Terms of Agreement**

**This section of the JCPC Program Application will ONLY be completed if approved for funding and will be included in the required JCPC Program Agreement document for completion.**

This Agreement is entered into by and between Department of Public Safety, (*hereinafter referred to as the DPS*), and County, (*hereinafter referred to as the County*), the County's Juvenile Crime Prevention Council (*hereinafter referred to as the JCPC*) and (*hereinafter referred to as the Sponsoring Agency*).

The DPS, the County, the JCPC and the Sponsoring Agency do mutually agree as follows:

**Term of Agreement**

This Agreement shall become effective \_\_\_\_\_ and shall terminate \_\_\_\_\_.

**Payment to Sponsoring Agency**

All parties agree that services will be delivered as described in the approved JCPC Program Agreement and that JCPC funds will be disbursed in an amount not to exceed the amount \$ \_\_\_\_\_ for the term of this agreement, unless amended by an approved JCPC Program Agreement Revision.

**Availability of Funds:**

All parties to this Agreement agree and understand that the payment of the sums specified in this JCPC Program Agreement budget is dependent and contingent upon and subject to the appropriation, allocation, and availability of funds for this purpose to the DPS.

**Responsibilities of the Parties**

DPS shall:

1. Disburse funds monthly to County Governments, for payment to the Sponsoring Agency, from the Juvenile Crime Prevention Council (JCPC) fund appropriation by the General Assembly;
2. Reserve the right to suspend payment to the County for any non-compliance by the Sponsoring Agency with any reporting requirements set forth in the JCPC Policy and Procedures;
3. Notify in writing the County and Sponsoring Agency immediately if payments are suspended and again once payments resume;
4. Pay only for work as described in the JCPC Program Agreement provided by the Sponsoring Agency and approved subcontractors;
5. Provide technical assistance, orientation and training to the Sponsoring Agency, the County and the JCPC;
6. Monitor Sponsoring Agency's JCPC funded program(s) in accordance with JCPC Policy 3. Operations: Program Oversight and Monitoring; and
7. Notify parties entering into this Agreement of all due dates in a timely manner in order for reports to be submitted by the established due date.

The Sponsoring Agency shall:

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

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

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

☐ Yes, subcontractors are included in the JCPC Program Agreement budget.

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

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

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

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

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

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

The JCPC shall:

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

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

The County shall:

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

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

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

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

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

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

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

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

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

**Beneficiaries:** Except as herein specifically provided otherwise, this Program Agreement shall inure to the benefit of

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

#### **Property Rights**

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

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

*Reference: 14B NCAC 11B.0110; JCPC Policy 9. Fiscal Accounting and Budgeting: Final Accounting Process*

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

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

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

#### **Accountability for Funds**

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

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

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

#### **Oversight**

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

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

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

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

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

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

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

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

**Severability:** In the event that a court of competent jurisdiction holds that a provision or requirement of this Program



Agreement violates any applicable law, each such provision or requirement shall continue to be enforced to the extent it is not in violation of law or is not otherwise unenforceable and all other provisions and requirements of this Program Agreement shall remain in full force and effect.

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

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

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

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

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

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

SECTION VI: BUDGET NARRATIVE			
Operation Restart		Fiscal Year	FY 19-20
Item #	Justification	Expense	In Kind Expense
120	Salaries Community Service Coord. (F/T) (2,913.75 x 12 months) (40 hours/week)	\$34,965	
120	Community Service Assistant (P/T) (21 hrs/wk x 9.00 x 52)	\$8,736	
120	Program Assistant (F/T) (2317.25 x 12 months)	\$27,807	
120	Salaries Operation Restart Director (F/T) 3,483.33 x 12 months (40 hours/week)	\$41,800	
180	Workmans Comp 0.354% x 113,308	\$401	
180	Retirement 8.95% x 104,572	\$9,359	
180	Medical and Dental Insurance 740 x 12 (2 F/T)	\$17,760	
180	Performance Evaluation for 3 (F/T)	\$2,526	
180	Fringe Benefits (FICA) (0.0765 x 113,308)	\$8,668	
180	Employee Assistance Program 1.30x 12 (3 F/T)	\$47	
180	Life Insurance @ 3.00 x 3 F/T x 12 months/life insurance	\$108	
180	Longevity @3% for 2 (F/T) at \$76,765	\$2,303	
180	Unemployment Insurance 2% x 113,308	\$2,266	
220	After School Snacks	\$3,200	
230	Educational Materials & Training for Clients and Volunteers	\$2,400	
250	Vehicle Supply (Gas) \$608.33 per month x 12 months)	\$7,300	
260	Office Supplies (Paper, Pens, Ink Cartridges, stamps x 2 rolls)	\$1,000	
290	Other Supplies and Materials	\$750	
310	Administrative Travel 6,818 miles @ .44 per mile (\$3000), hotel fees (\$1200)	\$4,700	
350	Vehicle Repair, Maintenance (Oil Changes, Tires, Tune-ups)	\$3,000	
390	SAT and College Application fees (\$1000); Field Trips and Athletic Events (\$1000)	\$2,000	
390	Restitution Bank 10 youth @ \$500; 5 youth @ \$250	\$6,250	
410	Office Space at 1,565.42 per month X 12 months		\$18,785
450	Participant Insurance @ 160 youth X 3.125	\$500	
<b>TOTAL</b>		<b>\$187,846</b>	<b>\$18,785</b>

Job Title	Annual Expense Wages	Annual In Kind Wages
Restitution Assistant (P/T) 21 hrs/wk @ 9.00/hr	\$8,736	
Operation Restart Assistant (F/T) 2,317.25 x 12 months	\$27,807	
Restitution Coordinator (F/T) (2,913.75 x 12 months) (40 hours/week)	\$34,965	
Operation Restart Director (F/T) 3,483.33 x 12 months (40 hours/week)	\$41,800	

<b>TOTAL</b>	<b>\$113,308</b>	
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**SECTION VII****Program:** Operation Restart**Fiscal Year:** FY 19-20**Number of Months:** 12

	Cash	In Kind	Total
<b>I. Personnel Services</b>	<b>\$156,746</b>		<b>\$156,746</b>
120 Salaries & Wages	\$113,308		\$113,308
180 Fringe Benefits	\$43,438		\$43,438
190 Professional Services*			\$0
*Contracts MUST be attached			
<b>II. Supplies &amp; Materials</b>	<b>\$14,650</b>		<b>\$14,650</b>
210 Household & Cleaning			\$0
220 Food & Provisions	\$3,200		\$3,200
230 Education & Medical	\$2,400		\$2,400
240 Construction & Repair			\$0
250 Vehicle Supplies & Materials	\$7,300		\$7,300
260 Office Supplies and Materials	\$1,000		\$1,000
280 Heating & Utility Supplies			\$0
290 Other Supplies and Materials	\$750		\$750
<b>III. Current Obligations &amp; Services</b>	<b>\$15,950</b>		<b>\$15,950</b>
310 Travel & Transportation	\$4,700		\$4,700
320 Communications			\$0
330 Utilities			\$0
340 Printing & Binding			\$0
350 Repairs & Maintenance	\$3,000		\$3,000
370 Advertising			\$0
380 Data Processing			\$0
390 Other Services	\$8,250		\$8,250
<b>IV. Fixed Charges &amp; Other Expenses</b>	<b>\$500</b>	<b>\$18,785</b>	<b>\$19,285</b>
410 Rental or Real Property		\$18,785	\$18,785
430 Equipment Rental			\$0
440 Service and Maint. Contracts			\$0
450 Insurance & Bonding	\$500		\$500
490 Other Fixed Charges			\$0
<b>V. Capital Outlay</b>			<b>\$0</b>
<b>[This Section Requires Cash Match]</b>			
510 Office Furniture & Equipment			\$0
530 Educational Equipment			\$0
540 Motor Vehicle			\$0
550 Other Equipment			\$0
580 Buildings, Structure & Improv.			\$0
<b>Total</b>	<b>\$187,846</b>	<b>\$18,785</b>	<b>\$206,631</b>

SECTION VIII		SOURCES OF PROGRAM REVENUE (ALL SOURCES)	
FY 19-20   Halifax County   Funding ID: 842-XXXX			
Sponsoring Agency: Halifax County Cooperative Extension   Program: Operation Restart			
\$187,846	<b>DPS/JCPC Funds</b>	* This is the amount of your request on your application	
10%	<b>Local Match Rate</b>	Is the Local Match Rate 10%, 20% or 30%?	
	<b>County Cash</b>		<i>(Specify Source)</i>
	<b>Local Cash</b>		<i>(Specify Source)</i>
	<b>Local Cash</b>		<i>(Specify Source)</i>
\$18,785	<b>Local In-Kind</b>	Office Space	<i>(Specify Source)</i>
	<b>Other</b>		<i>(Specify Source)</i>
	<b>Other</b>		<i>(Specify Source)</i>
	<b>Other</b>		<i>(Specify Source)</i>
	<b>Other</b>		<i>(Specify Source)</i>
\$206,631	<b>TOTAL</b>	\$18,785	\$18,785
		Required Local Match	Match Provided

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

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

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

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

**Date**

**Chair, Juvenile Crime Prevention Council**

**Date**

Michael Pittman

2/27/19

**Program Manager**

**Date**



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

**TO:** Halifax County Board of Commissioners

**FROM:** Heather Joyner, Communications Manager

**PRESENTER:** Heather Joyner, Communications Manager

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

**DATE:** April 1, 2019 Regular Meeting

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**SUPPORTING INFORMATION:**

I will present the National Public Safety Telecommunicator's Week Proclamation for your review and approval.

**ATTACHMENTS:**

Description

- ▯ NPSTW 2019 Cover Letter
- ▯ NPSTW Proclamation

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**TOTAL COST:**0.00

**COUNTY COST:**0.00

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**REQUEST:** Approve the proclamation to declare the week of April 14-20, 2019 as National Public Safety Telecommunicator's Week.



*County of Halifax*  
*State of North Carolina*

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

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

March 25, 2019

Halifax County Board of Commissioners  
County of Halifax, NC

Dear Chairman Bryant,

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

Halifax County E-911 Central Communications is celebrating the second full week of April (April 14-20, 2019) as National Public Safety Telecommunicators Week. This week, sponsored by the Association of Public-Safety Communications Officials (APCO) International and celebrated annually, honors the thousands of men and women who respond to emergency calls, dispatch emergency professionals and equipment, and render life-saving assistance to the citizens of the United States. We are enlisting your support in the form of a Proclamation to honor the men and women in our area for the work that they do every day to protect the citizens of Halifax County, North Carolina.

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

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

Respectfully,

Heather Joyner  
Communications Manager  
Halifax County E-911 Central Communications



**PROCLAMATION**  
**“National Public Safety Telecommunicator’s Week”**  
**April 14-20, 2019**

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

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

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

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

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

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

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

**NOW, THEREFORE, BE IT RESOLVED**, that the County of Halifax declares the week of April 14 through 20, 2019 to be National Public Safety Telecommunicators Week, in honor of the men and women whose diligence and professionalism keep our county residents safe.

**BE IT FURTHER RESOLVED**, that the original of this proclamation be presented to the Halifax County E-911 Communications Center and orders that a copy of this proclamation be spread upon the minutes of the Halifax County Board of Commissioners this 1<sup>st</sup> day of April 2019.

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Vernon J. Bryant, Chairman  
Halifax Board of Commissioners

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





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

**TO:** Halifax County Board of Commissioners

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

**SUBJECT:** Public Comment Period

**DATE:** April 1, 2019 Regular Meeting

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**SUPPORTING INFORMATION:**

Attached, please find the Public Comment Period Statement.

**ATTACHMENTS:**

Description

▢ Public Comment Period Statement

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**TOTAL COST:**

**COUNTY COST:**

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**REQUEST:**



## **OPENING STATEMENT PUBLIC COMMENT PERIOD**

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

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

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

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

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

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



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

**TO:** Halifax County Board of Commissioners

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

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

**SUBJECT:** I-95 Exit 171 Development Study - Appropriation of Funding

**DATE:** April 1, 2019 Regular Meeting

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**SUPPORTING INFORMATION:**

In light of the transportation corridor improvements now underway in the area around I-95 Exit 71, it is proposed that Halifax County join the City of Roanoke Rapids, Halifax County Business Horizons, Inc., and the Halifax County Convention and Visitors Bureau in procuring a study of the commercial and industrial development potential of this area. The study would also aid in the development of a strategy to advance regional competitiveness and accelerate private investment and job creation opportunities in the area. The appropriation of public funding for this study is authorized under G.S. 158-7.1(a). Please see the memo from the County Attorney attached to this agenda item. It is proposed that the county appropriate an amount not to exceed \$10,000.00 as its share of the cost of the study.

**ATTACHMENTS:**

Description

- ▢ Public Hearing Statement
- ▢ Notice of Public Hearing
- ▢ Memo of County Attorney

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**TOTAL COST:** To Be Determined

**COUNTY COST:** NTE \$10,000.00

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**REQUEST:** Conduct a public hearing on the proposed economic development appropriation and expenditure pursuant to G.S. 158-7.1(c).



## **OPENING STATEMENT PUBLIC HEARING**

**Public hearings are held for the purpose of receiving comments from the public regarding a specific subject. Those persons desiring to speak will give their name, their physical address, their phone number and the name of the organization they are speaking for, if applicable. We request that each speaker limit their comments solely to the issue at hand and not direct comments toward specific individuals. In the interest of time, please do not repeat facts or issues covered by previous speakers.**

**If you wish to comment, you should express your opinion on the subject matter and give the Board an understanding of whether you favor, or oppose, the issue being discussed.**

**The Board of Commissioners values and appreciates the opportunity to listen to the citizens of Halifax County and respectfully requests that the above guidelines be followed.**

COUNTY OF HALIFAX  
NOTICE OF PUBLIC HEARING  
Proposed Economic Development Expenditure

Pursuant to GS 158-7.1 (c), notice is hereby given that the Halifax County Board of Commissioners will hold a public hearing during the regular meeting of the Board, which begins at 9:30 a.m., April 1, 2019, in the Commissioners' Meeting Room located on the second floor of the Historic Courthouse, 10 N. King St., Halifax, NC.

Pursuant to GS 158-7.1(a), the commissioners intend to appropriate and expend county funds in the amount of \$10,000.00 to assist with the funding of a study of the commercial and industrial development potential of the vicinity of Exit 171 at Interstate 95 as a result of transportation corridor improvements now underway, as well as the development of a strategy to advance regional competitiveness and accelerate private investment and job creation opportunities in that area. Additional funding for the study is anticipated from the City of Roanoke Rapids, Halifax County Business Horizons, Inc., and the Halifax County Convention and Visitors Bureau.

The commissioners believe this study will enhance an increase in the population, taxable property, employment and business prospects of the county.

All persons interested in this public hearing are encouraged to attend and express their views. Reasonable accommodation and service will be provided for any qualified disabled person who desires to attend the public hearing. To request accommodation please contact Andrea H. Wiggins, Clerk to the Board, at (252) 583-1131 three (3) days prior to the public hearing.

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

March 22, 2019



*Office of the County Attorney*

MEMO TO: Economic Development Team members

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

C: Michelle Moseley

DATE: March 15, 2019

RE: Authority of the County to appropriate funds for an I-95 Exit 171 development study in collaboration with other units of government or entities;  
Authority of the Halifax County Economic Development Commission to receive appropriations and procure the study

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Relevant NCGS provisions:

As to county appropriations:

**GS 158-7.1. Local development.**

Subsection (a). Economic Development.

Subsection (c). Public Hearing.

**GS 158-7.2. Accounting for expenditures.**

As to the authority of the Economic Development Commission:

**GS 158-12. Fiscal affairs; appropriations.**

**GS 158-13. Powers and duties.**

---

It is proposed that Halifax County, the City of Roanoke Rapids, Halifax Horizons, and perhaps other interested "partners" make funds available for a comprehensive study for planning and development of the area around the Exit 171 interchange on I-95. It is also proposed that the Halifax County Economic Development Commission, created under Article 3, Chapter 158, North Carolina General Statutes, would be best positioned to receive the appropriated funds and procure the study.

The first question is whether the County may make such appropriations. The answer is "yes". Pursuant to **GS 158-7.1(a)**, counties and cities are authorized to make appropriations for "economic development purposes". That is, such appropriations must be in furtherance of efforts to *increase the population, taxable property, agricultural industries, employment, industrial output, or business prospects* of the city or county. The appropriations may be funded by the levy

of property taxes or other revenues whose use is not otherwise restricted by law. A comprehensive study regarding the best way to develop a major highway interchange for business prospects are within those statutory purposes.

However, before such appropriations can be made, a public hearing must be held by the county commissioners pursuant to **GS 158-7.1(c)**, which reads: *"Any appropriation or expenditure pursuant to this section must be approved by the county or city governing body after a public hearing. The county or city shall publish notice of the public hearing at least 10 days before the hearing is held."*

The next question is whether the county may appropriate the funds for the study to the Halifax County Economic Development Commission (the "EDC") with the directive that the EDC procure, supervise and otherwise facilitate the study. Again the answer is "yes". Pursuant to GS 158-12, the EDC is authorized to receive accept, receive and disburse any funds made available by any municipality or county, or by any private and civic sources, in furtherance of its functions. Those "functions" are delineated in GS 158-13 ("Powers and duties") and include activities that are consistent with the contemplated study. The procurement of the study is also consistent with the bylaws of the EDC. Therefore, the EDC may receive funds from Halifax County, the City of Roanoke Rapids, Halifax Horizons, or any other private or civic entity that desires to assist financially with the procurement of the study.

However, note that if the County makes appropriations to the EDC, **GS 158-7.2** provides "[i]n the event funds appropriated for the purposes of this Article are turned over to any agency or organization other than the county or city for expenditure, no such expenditure shall be made until the county or city has approved the same, and all such expenditures shall be accounted for by the agency or organization at the end of the fiscal year for which they were appropriated."

Finally, if several governments and organizations are going to make appropriations to the EDC for this study, a fairly detailed agreement needs to be drafted concerning the amount each organization will provide and what the EDC will be expected to do with the funds. It might even be appropriate to establish a committee of representatives from each funding entity to provide guidance to the EDC in the procurement of this study.



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

**TO:** Halifax County Board of Commissioners

**FROM:** Kristin W. Barnes, P.E., District Engineer

**PRESENTER:** Kristin W. Barnes, P.E., District Engineer

**SUBJECT:** North Carolina Department of Transportation Program

**DATE:** April 1, 2019 Regular Meeting

---

**SUPPORTING INFORMATION:**

A brief presentation will be held regarding the North Carolina Department of Transportation Program.

**ATTACHMENTS:**

Description

- ▢ Powerpoint Presentation
- ▢ Halifax Current Projects
- ▢ Halifax Upcoming Projects

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**TOTAL COST:**

**COUNTY COST:**

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**REQUEST:**





## **NORTH CAROLINA** Department of Transportation



# NCDOT Program Overview

Kristin Barnes, PE

NCDOT Division Four

District One, Halifax/Edgecombe

April 1, 2019



# Outline

NCDOT Leadership and Vision

Division Four Overview

Capital Program – Construction

Maintenance Program

District Opportunities & Challenges

Summary – Keys to Success



# NCDOT Leadership



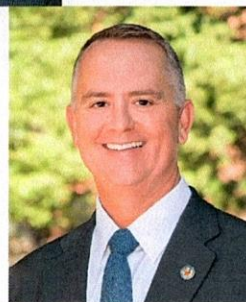
Secretary: James H. Trogon III

Appointed secretary of the N.C. Department of Transportation in January 2017. A registered professional engineer with more than 30 years of experience in transportation, Trogon began his career with the Department in 1985 as a highway engineer.



Chief Operating Officer: Bobby Lewis, PE

Oversees the high-level operations of Information Technology, the Division of Highways, Planning and Programming, Fiscal as well as Legislative and Government Affairs.



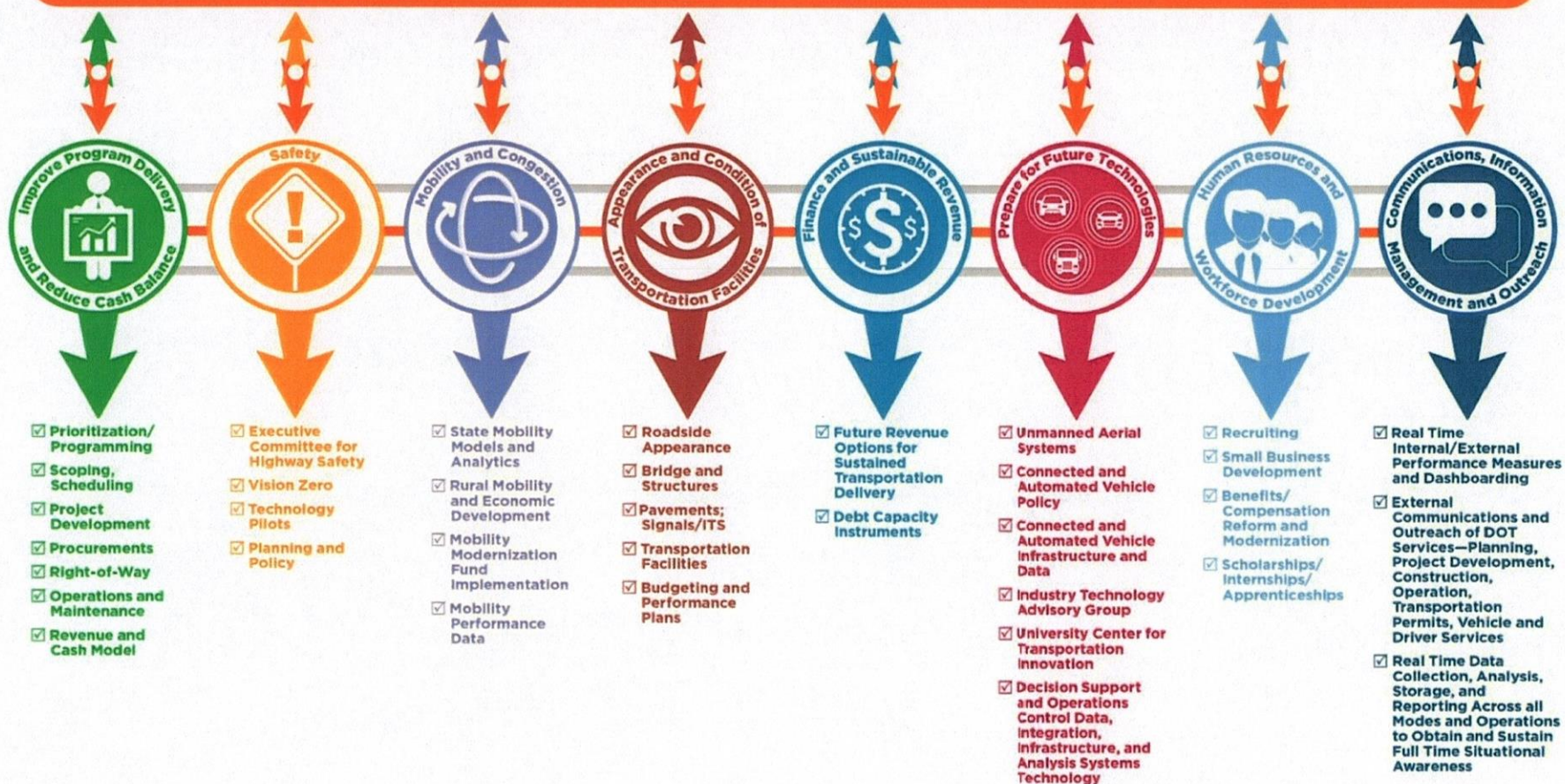
Chief Engineer: Tim Little, PE

Oversees and directs the engineering and program activities of the N.C. Department of Transportation's 14 highway divisions, Transportation Safety & Mobility Division, the Central Units and the Technical Services Division.



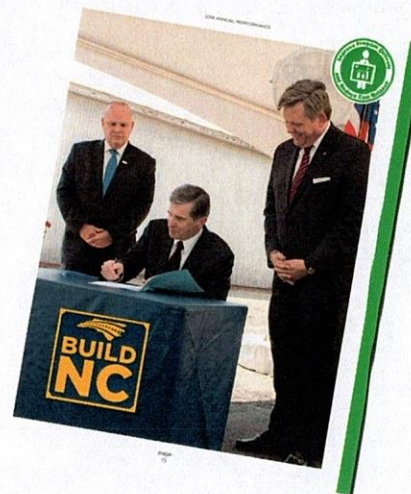
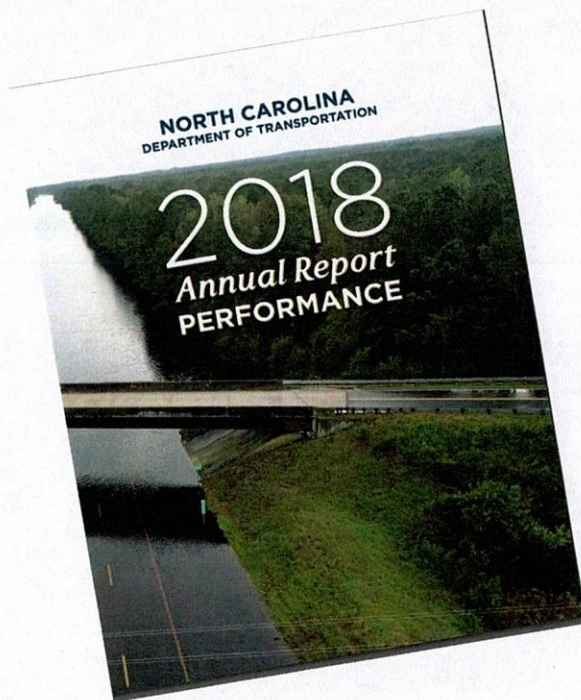
# Better Transportation Service for North Carolina

*Our Mission: Connecting people, products and places safely and efficiently with customer focus, accountability and environmental sensitivity to enhance the economy and vitality of North Carolina.*

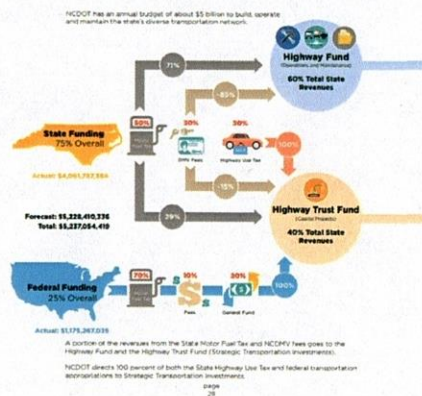




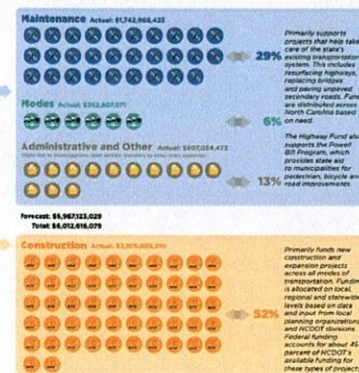
# 2018 Annual Report



## Funding Sources and Allocation



## Expenses



<https://www.ncdot.gov/about-us/our-mission/Documents/2018-annual-report.pdf>

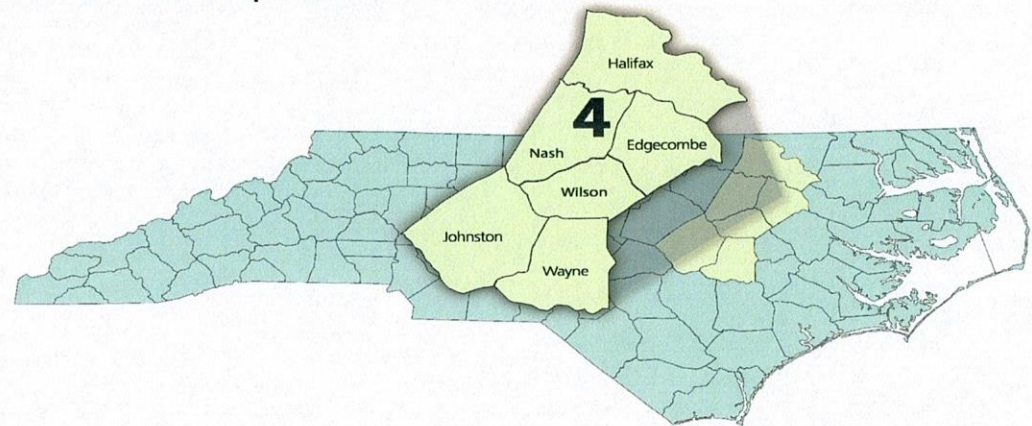


## Division 4 Overview



Division Four Engineer: Ronnie Keeter, PE

Oversees Preconstruction, Construction and Maintenance in the 6 counties which make up Division Four.



- Population: 596,109
- Six Counties: 6,838 Road Miles  
1,305 Bridges
- 430 Permanent and Temporary Employees
- 75 Contract Engineer/Inspectors (Construction/Maintenance)



## Capital Program – Construction

- District Projects Underway: 25
  - Edgecombe Total Projects: 12
    - Resurfacing/Preservation 5
    - Roadway 2
    - Bridge/Pipes 5
  - Halifax Total Projects: 12
    - Resurfacing/Preservation 5
    - Roadway 2
    - Bridge/Pipes 4
    - Welcome Center 1
- ADA Curb Ramps (both): 1
- District/Resident Personnel:
  - NCDOT: Engineers – 2    Technicians – 8
  - CEI:        Engineers – 3    Technicians – 10





## Significant Projects under Construction:

R-3822

SR-1627 (THREE BRIDGE RD) FROM NC-125 TO PREMIER BLVD. (NEW LOCATION)

Start Date: 12/7/2018

Completion Date: 3/22/2022

Contractor: WC English

Bid Amount: \$16,791,786.95  
(R-3822 & U-5725)



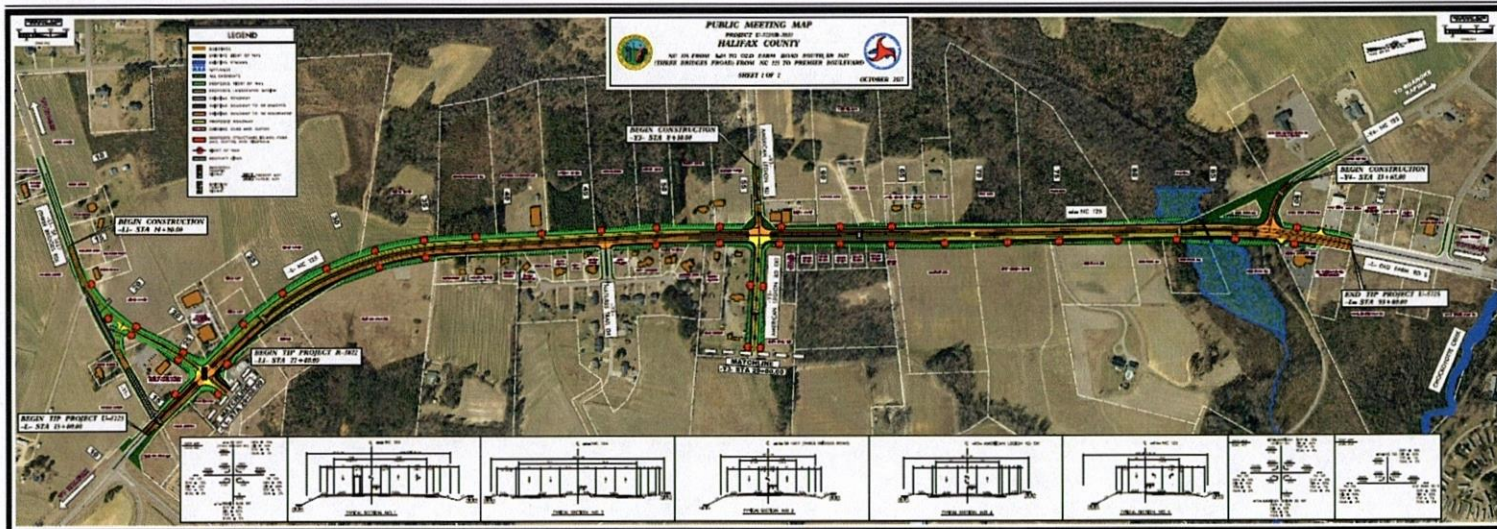


## Significant Projects under Construction:

U-5725 NC-125 FROM I-95 TO OLD FARM RD SOUTH

Start Date: June 2019 (ROW underway)  
Completion Date: 3/30/2022

Contractor: WC English  
Bid Amount: \$16,791,786.95  
(R-3822 &U-5725)



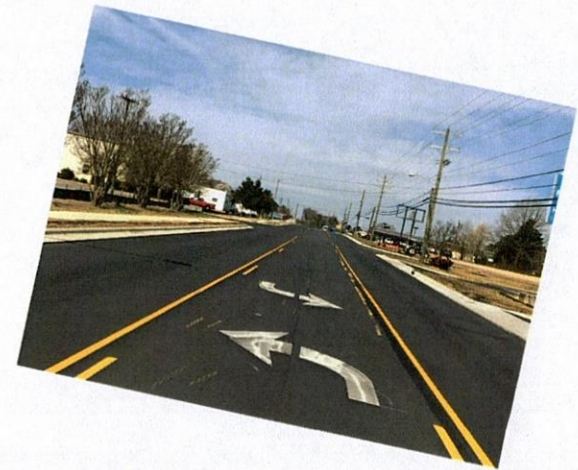


## Significant Projects under Construction:

SR1629 Widening (Julian R Allsbrook Hwy)  
FROM VIRGINIA AVE. TO SOUTH ST.

Start Date: 2/5/2018  
Completion Date: April 2019

Contractor: Barnhill Contracting  
Bid Amount: \$2,647,121.00  
Supplemental Work: ~\$500,000





## Significant Projects under Construction:

- I-95 Interstate Maintenance (Open Graded/Bridge Joints)
  - Landscaping (MM172-Virginia Line)
- Resurfacing NC 48, US 258, US 158
- ADA Curb Ramp Improvements
- Welcome Center Renovations
- Guardrail Upgrades on I-95 and US-64





## Maintenance Program Delivery

Halifax County

(Maintain ~1,000 Road Miles)

- **HMIP Underway 2019** (April Start)
  - Routes Resurfaced 56 road miles
  - Routes AST 29 road miles
  - Routes Crack Sealed 35 road miles
- **RMIP Underway 2018-2019** (40% complete)
  - Shoulder Work 231 shoulder miles
  - Culverts Replaced 3,095 linear feet
  - Signs Replaced 1,250 signs
  - Pavement Markings 118 road miles
- **Personnel:**
  - Halifax Maint.: 35
  - Halifax Bridge: 7
  - No. of Contractors: 15+

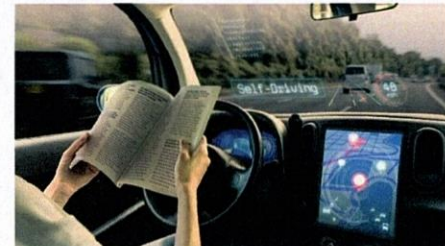




## District Opportunities and Challenges

# Local Maintenance and Construction

- Qualified Personnel and Contractor availability
- Coordinating multiple programs along the same routes on the same system
- Emergency/Disaster Response can delay Routine Maintenance activities
- Rapidly developing technology; i.e. autonomous vehicles





## District Opportunities and Challenges

### I-95 Corridor



- I-95 is an aging interstate that is reaching capacity with National Significance
- I-95 is known as the Main Street of the East Coast
- I-95 is identified as the National Highway Freight Network (most critical portions of US freight system)
- Most Maintenance and Construction activities must be done as night work, to avoid major backups
- Adding lanes and rebuilding does not score well in STI (Strategic Transportation Investments)

[https://www.ncleg.net/EnactedLegislation/Statutes/PDF/ByArticle/Chapter\\_136/Article\\_14B.pdf](https://www.ncleg.net/EnactedLegislation/Statutes/PDF/ByArticle/Chapter_136/Article_14B.pdf)



## District Opportunities and Challenges

# Subdivisions

**G.S. 136-102.6. Compliance of subdivision streets with minimum standards of the Board of Transportation required of developers.**

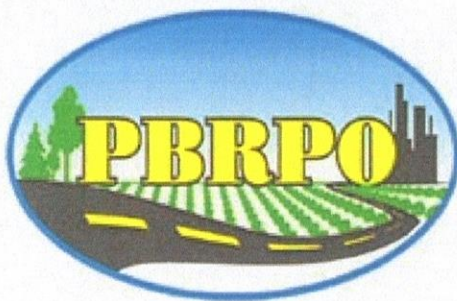
- Subdivisions that do not meet current standards cannot be added to the state system
- The Board of Transportation will consider, for addition to the State system, any road with a right of way recorded or construction started prior to October 1, 1975, for state maintenance without the property owners bearing any cost.
  - There is no current alternative to assist
  - Emergency crews have been forced to walk to rescue people because poor roads made vehicle travel impossible
- Property owners must dedicate, free of charge, a right of way sufficient for maintenance and safety purposes.





# Keys to Success

- Safety: Increased Work Zones
- Local Coordination & Communication
- Overall County Improvements





## Questions?

### District One Office

Kristin Barnes, PE

Jason Morris

Scott Emory, PE

Brian Leggett

(District/Resident Engineer)

(NCDOT Senior Assistant Engineer)

(Contract Senior Engineer)

(Contract Senior Assistant Engineer)

Office: 252 583 4230

14194 HWY 903

Halifax, NC 27839

### Halifax Maintenance

Franz Enders, PE

(Maintenance Engineer)

Office: 252 583 4240

14245 Hwy 903

Halifax, NC 27839



THANK  
YOU



HOME

CONTACT



## Users Guide

[New Search](#)

Click on a contract number to see the detailed report and [Additional Information](#).

<b>Contract Number:</b> <a href="#">C203924</a> <b>Division:</b> 4 <b>TIP Number:</b> B-5660, B-5665 <b>Length:</b> 0.631 miles <b>NCDOT Contact:</b> Kristin W. Barnes, PE <b>Location Description:</b> REPLACEMENT OF SIX BRIDGES IN HALIFAX COUNTY AND ONE BRIDGE IN NASH COUNTY. <b>Contractor Name:</b> S T WOOTEN CORPORATION	<b>Route:</b> SR-1001, SR-1100, SR-1309 SR-1310 <b>County:</b> Halifax <b>Federal Aid Number:</b> BRZ-1100(036) <b>NCDOT Contact No:</b> (252)459-2129
<b>Contract Number:</b> <a href="#">C203931</a> <b>Division:</b> 4 <b>TIP Number:</b> I-5839 <b>Length:</b> 9.419 miles <b>NCDOT Contact:</b> Kristin W. Barnes, PE <b>Location Description:</b> I-95 FROM MM 172 (CHOCKOYOTTE CREEK) TO MM 182 (VIRGINIA STATE LINE). <b>Contractor Name:</b> ADAMS CONSTRUCTION COMPANY	<b>Route:</b> I-95 <b>County:</b> Halifax <b>Federal Aid Number:</b> NHPIM-0095(036) <b>NCDOT Contact No:</b> (252)459-2129
<b>Contract Number:</b> <a href="#">C204149</a> <b>Division:</b> 4 <b>TIP Number:</b> R-3822, U-5725 <b>Length:</b> 3.141 miles <b>NCDOT Contact:</b> Kristin W. Barnes, PE <b>Location Description:</b> NC-125 FROM I-95 TO OLD FARM RD SOUTH; SR-1627 (THREE BRIDGE RD) FROM NC-125 TO PREMIER BLVD. <b>Contractor Name:</b> W C ENGLISH INCORPORATED	<b>Route:</b> NC-125 <b>County:</b> Halifax <b>Federal Aid Number:</b> STATE FUNDED <b>NCDOT Contact No:</b> (252)459-2129
<b>Contract Number:</b> <a href="#">DD00252</a> <b>Division:</b> 4 <b>TIP Number:</b> <b>Length:</b> 26.95 miles <b>NCDOT Contact:</b> Kristin W. Barnes, PE <b>Location Description:</b> VARIOUS ROUTES IN HALIFAX COUNTY <b>Contractor Name:</b> ROSE BROTHERS PAVING CO INC	<b>Route:</b> SR-VARI <b>County:</b> Halifax <b>Federal Aid Number:</b> <b>NCDOT Contact No:</b> (252)459-2129
<b>Contract Number:</b> <a href="#">DD00259</a> <b>Division:</b> 4 <b>TIP Number:</b> N/A <b>Length:</b> 0.158 miles <b>NCDOT Contact:</b> Kristin W. Barnes, PE <b>Location Description:</b> BRIDGE NO. 83 OVER QUANKEY CREEK AND BRIDGE NO. 185 OVER MARSH SWAMP <b>Contractor Name:</b> S T WOOTEN CORPORATION	<b>Route:</b> SR-1600 <b>County:</b> Halifax <b>Federal Aid Number:</b> STATE FUNDED <b>NCDOT Contact No:</b> (252)459-2129
<b>Contract Number:</b> <a href="#">DD00274</a> <b>Division:</b> 4 <b>TIP Number:</b> N/A <b>Length:</b> 25.086 miles <b>NCDOT Contact:</b> Kristin W. Barnes, PE <b>Location Description:</b> FROM NC 125 TO SR 1641 (COUNTRY CLUB RD) <b>Contractor Name:</b> ROSE BROTHERS PAVING CO INC	<b>Route:</b> US-158 <b>County:</b> Halifax <b>Federal Aid Number:</b> N/A <b>NCDOT Contact No:</b> (252)459-2129

<b>Contract Number:</b> <a href="#">DD00277</a> <b>Division:</b> 4 <b>TIP Number:</b> N/A <b>Length:</b> 0.1 miles <b>NCDOT Contact:</b> Kristin W. Barnes, PE <b>Location Description:</b> JUSTICE BRANCH RD OVER BUTTERWOOD CREEK <b>Contractor Name:</b> RALPH HODGE CONSTRUCTION COMPANY	<b>Route:</b> SR-1001 <b>County:</b> Halifax  <b>Federal Aid Number:</b> STATE FUNDED <b>NCDOT Contact No:</b> (252)459-2129
<b>Contract Number:</b> <a href="#">DD00283</a> <b>Division:</b> 4 <b>TIP Number:</b> N/A <b>Length:</b> 63.59 miles <b>NCDOT Contact:</b> Kristin W. Barnes, PE <b>Location Description:</b> VARIOUS ROUTES IN DISTRICT 1 <b>Contractor Name:</b> EAST COAST SEAL COATING & STRIPING II LLC	<b>Route:</b> - <b>County:</b> Halifax  <b>Federal Aid Number:</b> STATE FUNDED <b>NCDOT Contact No:</b> (252)459-2129
<b>Contract Number:</b> <a href="#">DD00287</a> <b>Division:</b> 4 <b>TIP Number:</b> N/A <b>Length:</b> 27.84 miles <b>NCDOT Contact:</b> Kristin W. Barnes, PE <b>Location Description:</b> VARIOUS PRIMARY AND SECONDARY ROUTES <b>Contractor Name:</b> ROSE BROTHERS PAVING CO INC	<b>Route:</b> US-258 <b>County:</b> Halifax  <b>Federal Aid Number:</b> N/A <b>NCDOT Contact No:</b> (252)459-2129



The North Carolina  
[Department of](#)  
[Transportation](#)



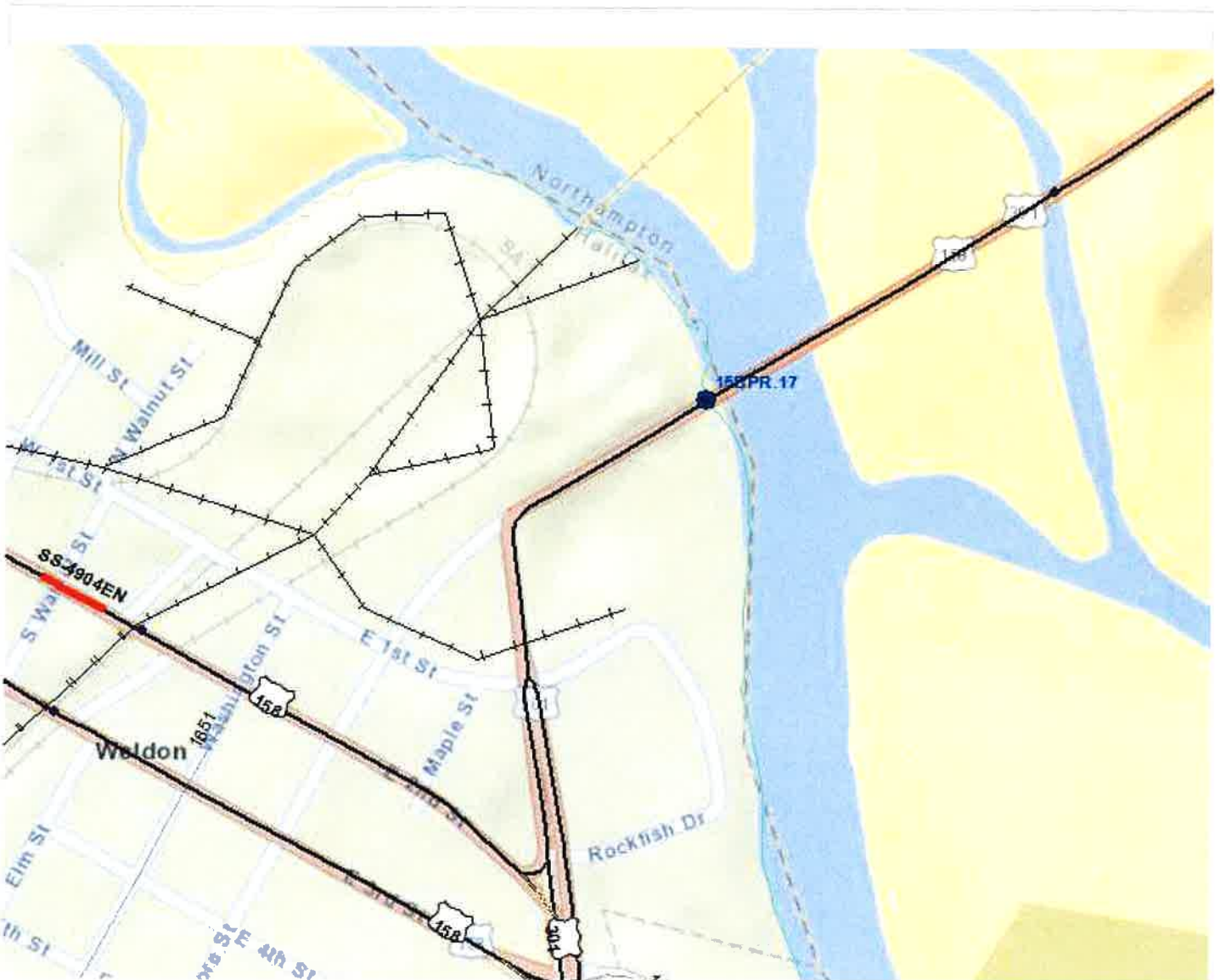
# Division Project List

County	Halifax	Route	US 301	R/W Date	
TIP	15BPR.17			Let Date	5/1/2019
Description	Bridge #63 on US 301 over Roanoke River in Weldon. Bridge Rehabilitation.				

Project Lead	SMU	Consultant	
Contract Type	Central Managed Central Let (CMCL)		

TIP R/W Estimate	
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TIP Construction Estimate	
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County	Halifax	Route		R/W Date	
TIP	R-5784DB			Let Date	3/1/2019
Description	Town of Weldon - Upgrade Curb Ramps.				

Project Lead	Clarke	Consultant	
Contract Type	Division Managed Division Let (DMDL)		

TIP R/W Estimate	
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TIP Construction Estimate	
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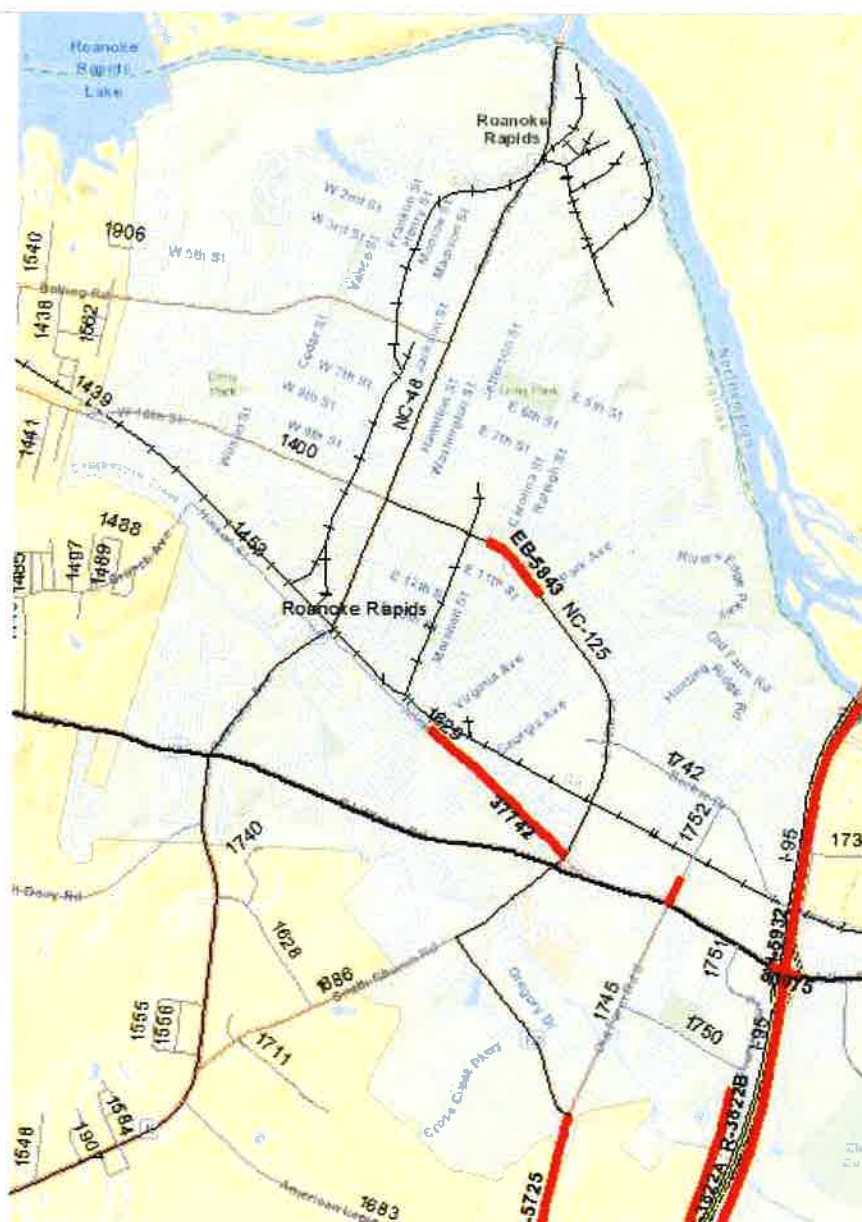
County	Halifax	Route		R/W Date	
TIP	R-5784BA			Let Date	3/1/2019

Description	Roanoke Rapids - Curb Ramp Upgrade; Construct ADA Ramps at Various Locations(Americans With Disabilities Act).
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Project Lead	Barnes	Consultant	
Contract Type	Division Managed Division Let (DMDL)		

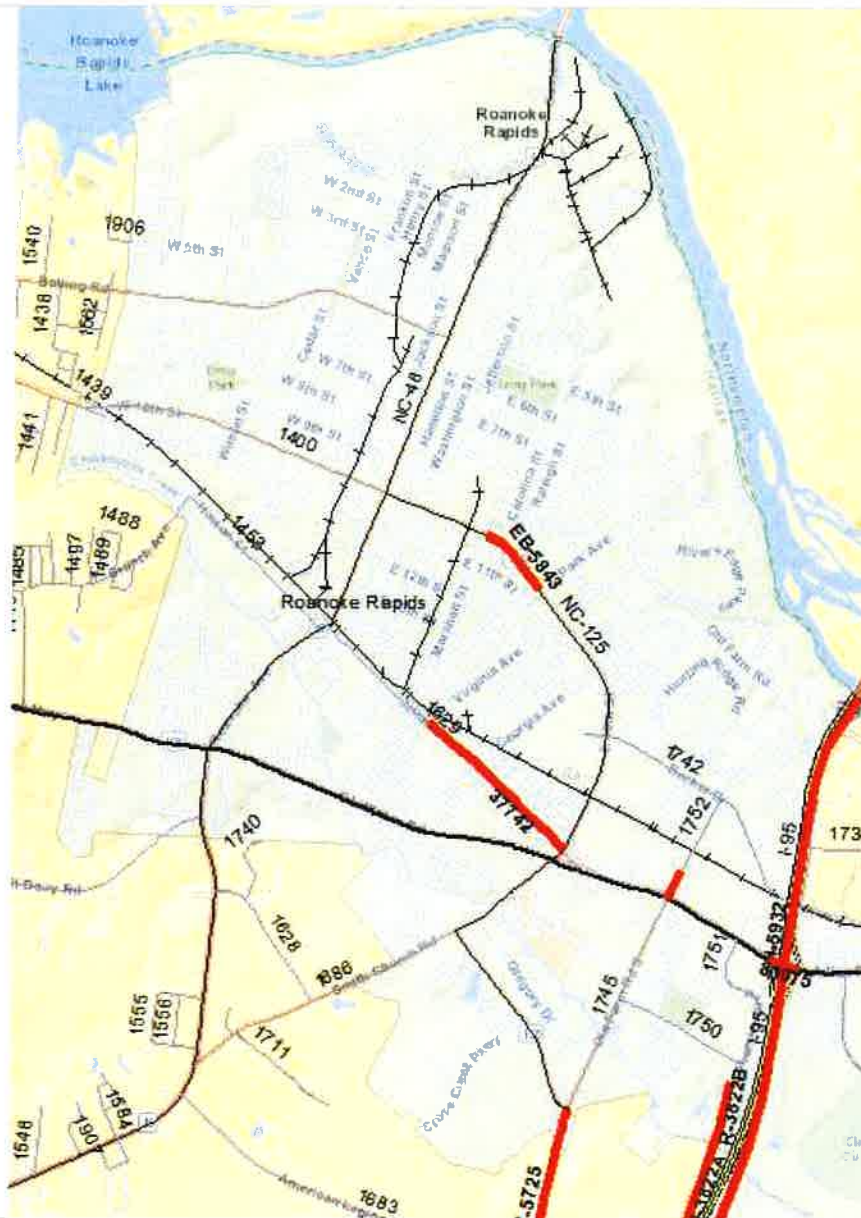
TIP R/W Estimate	
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TIP Construction Estimate	
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TIP R/W Estimate	
TIP Construction Estimate	



County	Halifax	Route	US 158	R/W Date	
TIP	SS-4904EN	Let Date	3/1/2019		
Description	US 158 westbound couplet (Second St.) at S. Walnut St. Install median island and flexible delineator posts.				

Project Lead	Barnes	Consultant	
Contract Type	On Call Contract		

TIP R/W Estimate

TIP Construction Estimate





County	Halifax	Route	US 158	R/W Date	
TIP	80075			Let Date	10/1/2018
Description	US 158 at I-95 construct turn lanes between ramps, sidewalks.				

Project Lead	Gainey	Consultant	
Contract Type	Supplemental Agreement		

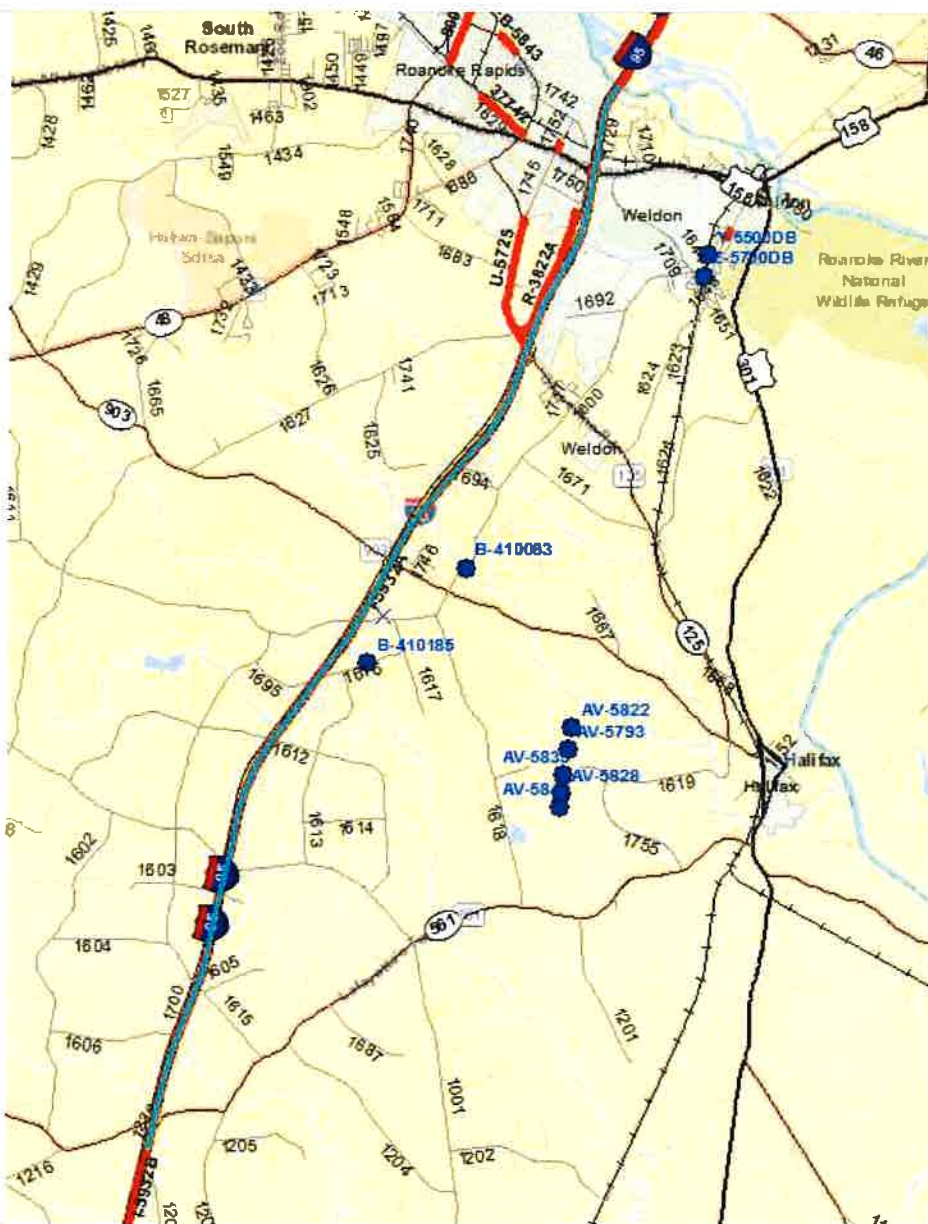
TIP R/W Estimate	
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TIP Construction Estimate	
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TIP Construction Estimate





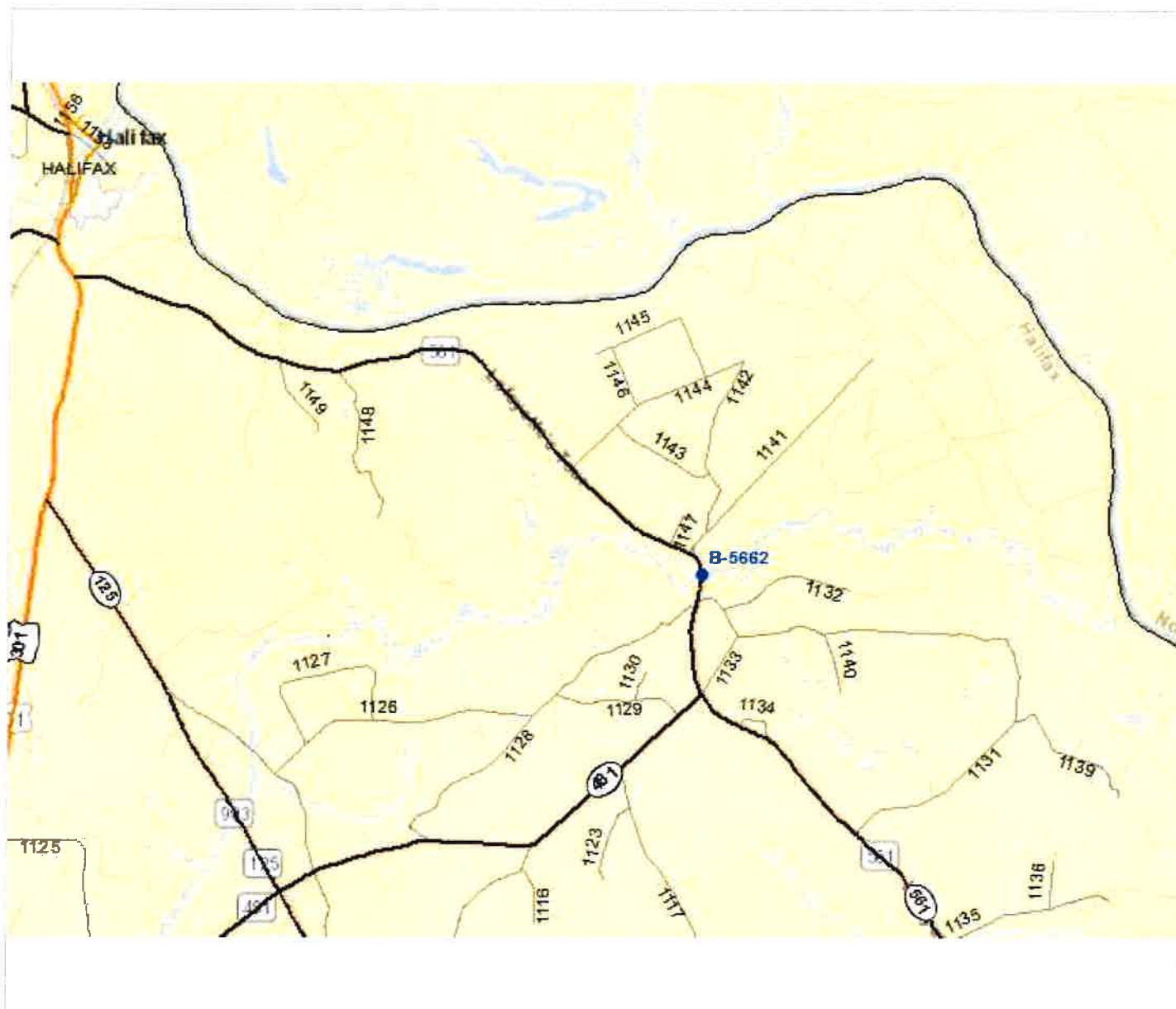


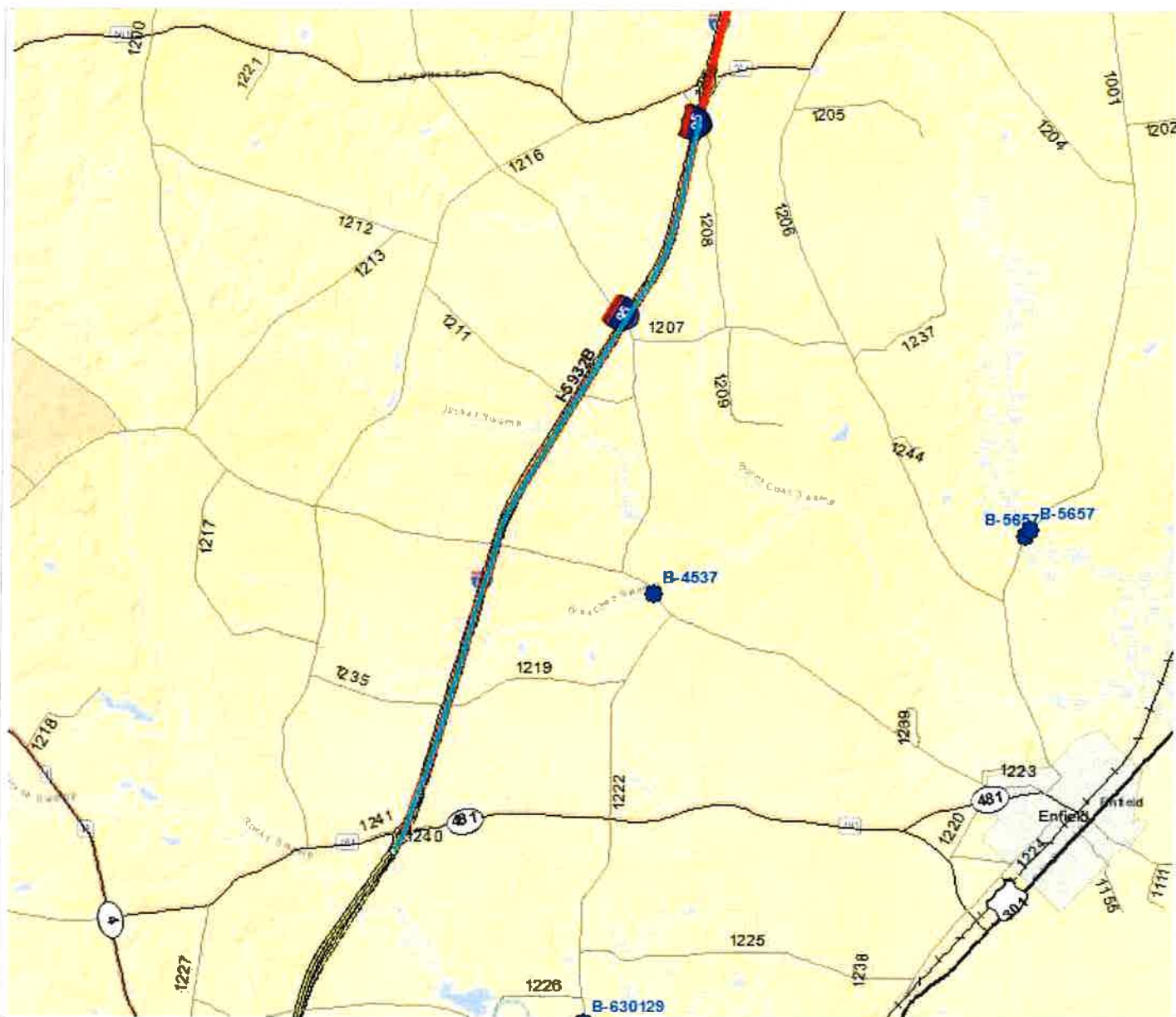
County	Halifax	Route	NC 561	R/W Date	6/1/2019
TIP	B-5662			Let Date	6/1/2020
Description	Replace Bridge 93 over Conoconnara Swamp on NC 561.				

Project Lead	RDU	Consultant	
Contract Type	Central Managed Central Let (CMCL)		

TIP R/W Estimate

TIP Construction Estimate \$2,300,000





County	Halifax	Route	NC 48	R/W Date	1/1/2021
TIP	BR-0021			Let Date	1/1/2022
Description	Replace Bridge 410051 on NC 48 over Roanoke River (Paper Mill Bridge).				

Project Lead	SMU	Consultant	
Contract Type	Division Design Raleigh Let (DDRL)		

TIP R/W Estimate	
TIP Construction Estimate	\$33,600,000

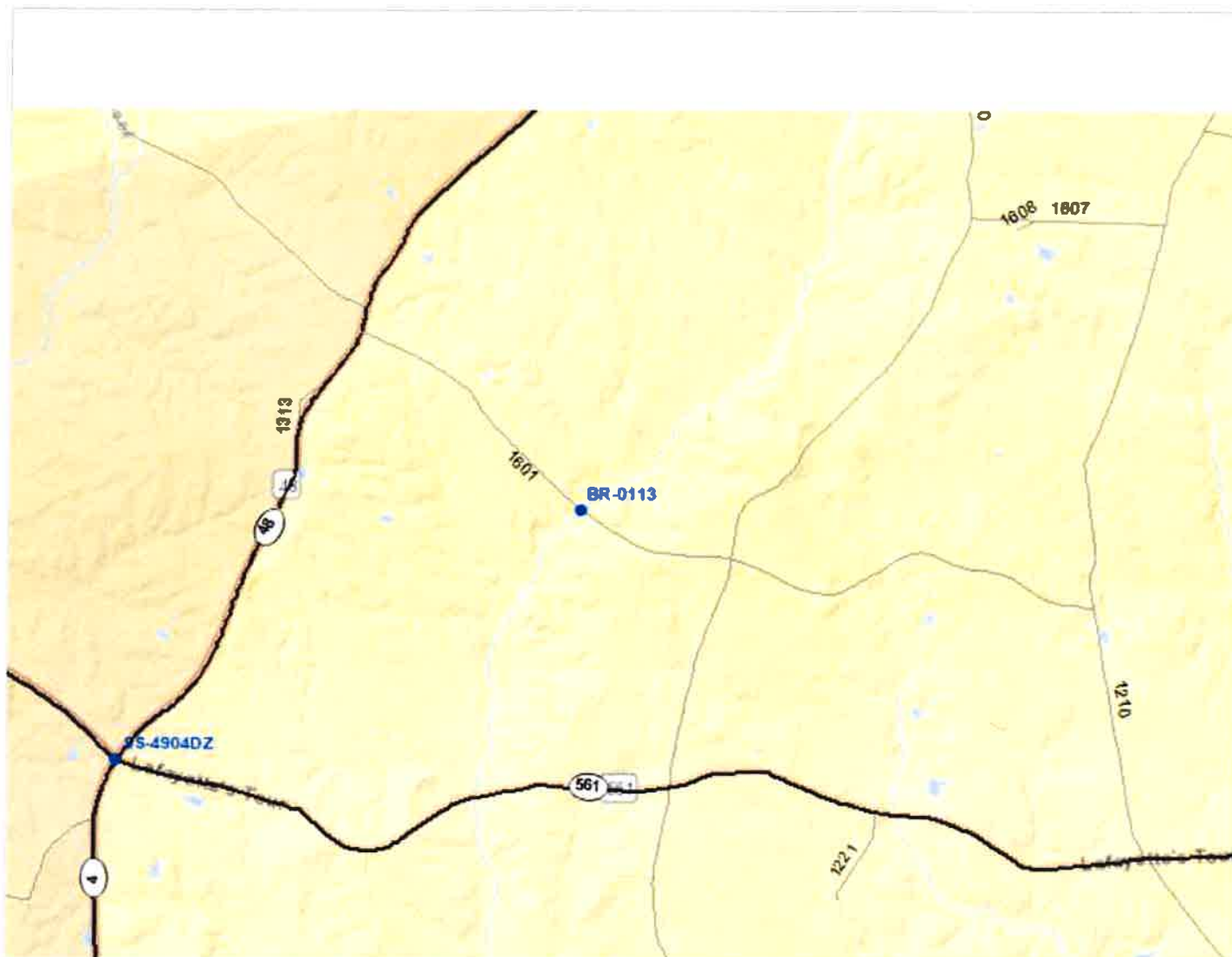


County	Halifax	Route	SR 1601	R/W Date	1/1/2022
TIP	BR-0113			Let Date	1/1/2023
Description	Replace Bridge 410115 on SR 1601 over Rocky Swamp.				

Project Lead	SMU	Consultant	
Contract Type	Central Managed Central Let (CMCL)		

TIP R/W Estimate	\$130,000
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TIP Construction Estimate	\$1,000,000
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**AGENDA**  
**Halifax County Board of Commissioners**  
**Regular Meeting**

**TO:** Halifax County Board of Commissioners

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

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

**SUBJECT:** I-95 Exit 171 Development Study - Appropriation of Funding

**DATE:** April 1, 2019 Regular Meeting

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**SUPPORTING INFORMATION:**

In light of the transportation corridor improvements now underway in the area around I-95 Exit 71, it is proposed that Halifax County join the City of Roanoke Rapids, Halifax County Business Horizons, Inc., and the Halifax County Convention and Visitors Bureau in procuring a study of the commercial and industrial development potential of this area. The study would also aid in the development of a strategy to advance regional competitiveness and accelerate private investment and job creation opportunities in the area. The appropriation of public funding for this study is authorized under G.S. 158-7.1(a). It is proposed that the county appropriate an amount not to exceed \$10,000.00 as its share of the cost of the study.

**ATTACHMENTS:**

Description

▣ Resolution

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**TOTAL COST:** To Be Determined

**COUNTY COST:** NTE \$10,000.00

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**REQUEST:** Adoption of the attached Resolution authorizing the appropriation and expenditure of an amount not to exceed \$10,000.00 for the county's share of cost of the proposed Exit 171 development study.



RESOLUTION AUTHORIZING  
EXPENDITURE FOR A DEVELOPMENT STUDY  
OF AREA AROUND EXIT 171, INTERSTATE HIGHWAY 95

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 (the Board) held a public hearing to consider whether to appropriate and expend county funds in the amount of \$10,000.00 to assist in the funding of a development study for the area around Exit 171, Interstate Highway 95; and

WHEREAS, the purpose of the study is to determine the commercial and industrial development potential of the Exit 171 area in light of transportation corridor improvements now underway, and to develop a strategy to advance regional competitiveness and accelerate private investment and job creation opportunities in the Exit 171 area; and

WHEREAS, additional funding for the study is anticipated from the City of Roanoke Rapids, Halifax County Business Horizons, Inc., and the Halifax County Convention and Visitors Bureau; and

WHEREAS, the Board has determined that this study will enhance an increase in the population, taxable property, employment and business prospects of the county; and

WHEREAS, the funding for the study will be appropriated from county revenues whose use is not otherwise restricted by law; and

WHEREAS, it is anticipated that the other funding agencies will enter into an agreement with the county concerning the procurement, administration and oversight of the study;

NOW, THEREFORE, BE IT RESOLVED THAT authorization is given to appropriate and expend up to \$10,000.00 of county funds to assist in the funding of a development study for

the area around Exit 171 at Interstate Highway 95, for the purposes stated herein, subject to the development of an agreement between the county and the other funding agencies for the procurement, administration and oversight of the study, which agreement shall be subject to review and approval of the County Manager.

Adopted this 1st day of April, 2019.

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Vernon J. Bryant Chairman  
Halifax County Board of Commissioners

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Andrea H. Wiggins, MMC  
Clerk to the Board



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

**TO:** Halifax County Board of Commissioners

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

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

**SUBJECT:** Halifax County Voluntary Agricultural District Ordinance Amendment

**DATE:** April 1, 2019 Regular Meeting

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**SUPPORTING INFORMATION:**

On November 1, 2010, the board of commissioners adopted an ordinance entitled "Halifax County Voluntary Agricultural District & Enhanced Voluntary Agricultural District Ordinance" pursuant to Article 61, Chapter 106, of the N. C. General Statutes. According to this enabling statute, a county ordinance **may** provide that a State or local public agency or governmental unit cannot initiate an action to condemn any interest in qualifying farmland until the agency seeking condemnation has appeared before the local agricultural advisory board at a public hearing on the proposed condemnation. This pre-condemnation public hearing procedure is NOT required by statute. Our current ordinance requires a public hearing before a State or local public agency or unit of government can commence condemnation proceedings against qualifying farmland. However, the public hearing procedures and time frames stated in our ordinance exceed the procedures and time frames actually authorized by the enabling statute.

The proposed amendments to the ordinance would comply with the public hearing procedures and time frames set forth in the enabling statute, and would also remove any requirement that a State public agency or unit of state government comply with the public hearing provisions of the ordinance before commencing condemnation proceedings. Local public agencies or units of government would still be required to appear before the county agricultural district board before proceeding with condemnation.

**ATTACHMENTS:**

Description

- ☐ Resolution to Amend VAD Ordinance
- ☐ Current VAD Ordinance

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**TOTAL COST:**n/a

**COUNTY COST:**n/a

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**REQUEST:** Consider the adoption of the proposed amendments to the Voluntary Agricultural District Ordinance as set forth in the attached resolution. If the resolution receives a majority, but not unanimous vote, a second vote will be required at a subsequent meeting by majority vote before adoption.

A RESOLUTION TO AMEND CERTAIN PROVISIONS  
OF THE HALIFAX COUNTY  
VOLUNTARY AGRICULTURAL DISTRICT &  
ENHANCED VOLUNTARY AGRICULTURAL DISTRICT ORDINANCE

WHEREAS, on November 1, 2010, the Board of County Commissioners of Halifax County (the Board) adopted an ordinance entitled "Halifax County Voluntary Agricultural District & Enhanced Voluntary Agricultural District Ordinance" (the VAD Ordinance) pursuant to Article 61, Chapter 106, of the N. C. General Statutes (also known as "The Agricultural Development and Farmland Preservation Enabling Act" and hereinafter referred to as "the Act"); and

WHEREAS, G.S. 106-740 provides that an ordinance adopted under the Act may provide that no State or local public agency or governmental unit may formally initiate any action to condemn any interest in qualifying farmland within a voluntary agricultural district until the agency seeking condemnation has requested the local agricultural advisory board to hold a public hearing on the proposed condemnation; and

WHEREAS, Article XII of the VAD Ordinance provides for a public hearing before the local agricultural advisory board before a State or local public agency or unit of government can commence condemnation proceedings against qualifying farmland; and

WHEREAS, the procedures and time frames set forth in Article XII of the of the VAD Ordinance are not consistent with the procedures and time frames authorized by the Act; and

WHEREAS, the Board desires to amend Article XII of the VAD Ordinance to comply with the procedures and time frames set forth in the Act, and to remove any requirement that a State public agency or unit of state government comply with the public hearing provisions of the VAD Ordinance before commencing condemnation proceedings;

IT IS HEREBY RESOLVED

1. That Article V (entitled "Agricultural Advisory Board"), Section I (entitled "Duties"), subsection 3, is hereby amended to read as follows:

*3. Conduct public hearings pursuant to Article XII of this ordinance.*

2. That Article XII of the Halifax County Voluntary Agricultural District & Enhanced Voluntary Agricultural District Ordinance is hereby repealed in its entirety, and in its place is substituted a new Article XII entitled "Public Hearings on Condemnation of Farmland", and which shall read as follows:

*ARTICLE XII  
Public Hearings on Condemnation of Farmland*

*No local public agency or local governmental unit may formally initiate any action to condemn any interest in qualifying farmland within a District or an Enhanced District*

*until such agency or unit has requested the Advisory Board to hold a public hearing on the proposed condemnation. Not less than 10 calendar days before the public hearing, the Advisory Board shall publish notice of the date, time and place for the public hearing on the Halifax County website. Following public hearing, the Advisory Board shall prepare and submit written findings and recommendations to the decision-making body of the agency or unit proposing condemnation. The Advisory Board shall have no more than 30 days after receiving a request under this Article to hold the public hearing and submit its findings and recommendations to the requesting agency or unit. The agency or unit proposing condemnation may not formally initiate a condemnation action while the proposed condemnation is properly before the Advisory Board within this 30 day time limitation, but no longer.*

This ordinance amendment shall become effective immediately upon adoption of this resolution.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

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Vernon J. Bryant, Chairman  
Halifax County Board of Commissioners

ATTEST:

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Andrea H. Wiggins, Clerk to the Board

**HALIFAX COUNTY  
VOLUNTARY AGRICULTURAL DISTRICT &  
ENHANCED VOLUNTARY AGRICULTURAL DISTRICT ORDINANCE**

**ARTICLE I  
TITLE**

An ordinance of the Board of County Commissioners of HALIFAX COUNTY, NORTH CAROLINA, entitled, **"VOLUNTARY AGRICULTURAL DISTRICT & ENHANCED VOLUNTARY DISTRICT ORDINANCE."**

**ARTICLE II  
AUTHORITY**

The articles and sections of this Ordinance are adopted pursuant to authority conferred by the North Carolina General Statutes sections 106-735 through 106-744 and Chapter 153A.

**ARTICLE III  
PURPOSE**

The purpose of this Ordinance is to promote agricultural values and the general welfare of the county and more specifically, increase identity and pride in the agricultural community and its way of life; encourage the economic and financial health of agriculture, horticulture and forestry; and increase protection from non-farm development and other negative impacts on properly managed farms.

**ARTICLE IV  
DEFINITIONS**

The following are defined for purposes of this Ordinance:

Advisory Board: Halifax County Agricultural Advisory Board.

Chairperson: Chairperson of the Halifax County Agricultural Advisory Board.

District: Voluntary Agricultural District as established by this ordinance.

Enhanced District: Enhanced Voluntary Agricultural District as established by this ordinance.

Board of Commissioners: Halifax County Board of Commissioners.



## ARTICLE V AGRICULTURAL ADVISORY BOARD

### A. Creation

The Board of Commissioners shall establish an Agricultural Advisory Board to implement the provisions of this program.

### B. Membership

The Advisory Board shall consist of no less than seven (7) members appointed by the Board of Commissioners with an effort to seek the broadest geographic and agricultural commodity representation as possible.

### C. Membership Requirements

1. Each Advisory Board member shall be a Halifax County resident and landowner.
2. A majority of the members shall be actively engaged in farming, horticulture and/or forestry.
3. The members may be selected for appointment by the Board of Commissioners from the names of individuals submitted to the Board of Commissioners by the Soil and Water Conservation District Board of Supervisors, the County Office of North Carolina Cooperative Extension, the U.S. Farm Service Agency County Committee, nonprofit agricultural organizations, conservation organizations, agribusiness, horticultural businesses, forestry businesses, and the public at large.
4. Additional members may be appointed to the Board in an *ex officio* capacity from the Halifax County Office of North Carolina Cooperative Extension, the U.S.D.A. Farm Service Agency, the Halifax County Office of the Natural Resource Conservation Service or other agencies, as deemed necessary by the Board of Commissioners. Members serving in an *ex officio* capacity shall neither vote nor count toward quorum requirements.

### D. Tenure

The initial board is to consist of two appointees for terms of one year; two appointees for terms of two years; and three appointees for terms of three years. Thereafter, all appointments are to be for terms of three years, with reappointment permitted up to three terms.

E. Vacancies

Any vacancy on the Advisory Board is to be filled by the Board of Commissioners for the remainder of the unexpired term.

F. Removal

Any member of the Advisory Board may be removed by the Board of Commissioners upon a majority vote of the Commissioners. No cause for removal shall be required.

G. Funding

The *per diem* compensation, if any, of the members of the Advisory Board may be fixed by the Board of Commissioners and funds may be appropriated to the Advisory Board to perform its duties.

H. Advisory Board Procedure

1. Chairperson

The Advisory Board may elect a chairperson and vice-chairperson each year at its first meeting of the fiscal year. The chairperson shall preside over all regular or special meetings of the Advisory Board. In the absence or disability of the chairperson, the vice-chairperson shall preside and shall exercise all the powers of the chairperson. Additional officers may be elected as needed.

2. Determination of Procedure

The Advisory Board may adopt rules of procedure not inconsistent with this Ordinance or with other provisions of State law.

3. Advisory Board Year

The Advisory Board shall use the Halifax County fiscal year as its meeting year.

4. Meetings

Meetings of the Advisory Board shall be held at the call of the chairperson and at such other times as the Advisory Board may specify in its rules of procedure or upon the request of at least a majority of the Advisory Board Membership. A meeting shall be held at least annually and notice of any

meetings to the members shall be in writing, unless otherwise agreed to by all Advisory Board members. Meeting dates and times shall be posted as far in advance as possible on the door of the meeting site and by posting on the Halifax County website or by other means of public dissemination of the meeting dates as may be agreed upon by at least a majority of the Advisory Board Membership. All meetings shall be open to the public.

5. Majority Vote and Quorum Requirements

All issues shall be decided by a majority vote of the members of the Advisory Board present. A quorum is defined as at least a majority of the appointed members. No business may be conducted by the Advisory Board without a quorum present.

6. Records

The Advisory Board shall keep minutes of the proceedings showing the vote of each member upon each question, or if absent or failing to vote, indicating such fact, and shall keep records of its examinations and other official actions, all of which shall be filed in the office of the Advisory Board, or its designee, and shall be a public record.

7. Administrative

The Advisory Board shall be staffed by the Halifax County Cooperative Extension Agency and serve the Board for record keeping, correspondence, application procedures under this ordinance, and whatever services the Board needs to complete its duties.

I. Duties

The Advisory Board shall:

1. Review and approve or disapprove applications of landowners for enrollment of qualified farmland, horticultural land, or forestland in either voluntary agricultural districts or enhanced voluntary agricultural districts;
2. Make recommendations concerning the establishment and modification of agricultural districts;
3. Conduct public hearings;

4. Advise the Board of Commissioners on projects, programs, or issues affecting the agricultural economy and agricultural, horticultural or forestry activities within the county that will affect agricultural districts;
5. Review and make recommendations concerning proposed amendments to this ordinance;
6. Develop a draft countywide farmland protection plan as defined in N.C.G.S. §106-744 (e) for presentation to the Board of Commissioners if requested;
7. Study additional methods of protection for farming, horticulture, forestry, and the attendant land base, and make recommendations to the Board of Commissioners; and
8. Perform other agricultural, horticultural, and forestry-related tasks or duties assigned by the Board of Commissioners.

**ARTICLE VI  
CREATION OF VOLUNTARY AGRICULTURAL DISTRICTS  
AND ENHANCED VOLUNTARY AGRICULTURAL DISTRICTS**

**A. Implementation**

In order to implement the purposes stated in Article III, this program provides for the creation of voluntary agricultural districts which meet the following standards:

1. The District or Enhanced District shall contain a minimum of qualifying contiguous acres of agricultural land; forestland or horticultural lands; or
2. Consist of at least two or more certified qualifying tracts which are one mile or less from each other and containing not less than the minimum acreage in the aggregate.

Land shall be treated as a single district whether enrolled in the District or the Enhanced District.

B. Education

The county may take such action as it deems appropriate through the Advisory Board or other entities or individuals to encourage the formation of the Districts and Enhanced Districts and to further their purposes and objectives, including the implementation of a public information program to reasonably inform landowners of the agricultural district program.

C. Addition and Withdrawal

1. Qualifying farmland in a region with an existing district shall be added to the district as herein provided.
2. In the event that one or more tracts in the District or Enhanced District withdraw and the acreage in the District or Enhanced District becomes less than the minimum acreage required or results in the remaining land being noncontiguous, a voluntary agricultural district will continue to exist so long as there is one qualifying farm in accordance with Article VII of this ordinance.
3. Requests for additions shall be accompanied by applicable application and recording fees. Requests for withdrawals may be subject to applicable recording fees, if any.

**ARTICLE VII  
CERTIFICATION AND QUALIFICATION OF FARMLAND**

Requirements

To secure county certification as qualifying farmland in either a Voluntary Agricultural District or Enhanced Voluntary Agricultural District, a farm must:

1. Be participating in the farm present-use-value taxation program established by N.C.G.S. §105-277.2 through §105-277.7, or is otherwise determined by the county to meet all the qualifications of this program set forth in G.S. 105-277.3;
2. Be managed, if highly erodible land exists on the farm, in accordance with the Natural Resources Conservation Service defined erosion-control practices that are addressed to said highly-erodible land; and



3. Be the subject of a conservation agreement, as defined in N.C.G.S. §121-35, between the county and the owner of such land that prohibits non-farm use or development of such land for a period of at least ten years, except for the creation of not more than three lots that meet applicable county zoning and subdivision regulations. These lots are no longer part of agricultural district and therefore are ineligible for benefits of the program.
4. Be located in the unincorporated area of Halifax County or within a municipal Extraterritorial Jurisdiction (ETJ).

## **ARTICLE VIII**

### **APPLICATION, APPROVAL, AND APPEAL PROCEDURE**

#### **A. Application Procedure**

1. A landowner may apply to participate in either the Agricultural District or the Enhanced Agricultural District program by making application to the chairperson of the Advisory Board or a designated staff person, and must designate the application as for either Voluntary Agricultural District status or Enhanced District status. The application shall be on forms provided by the Advisory Board and accompanied by application and recording fees as set forth by the Halifax County Board of Commissioners.
2. A conservation agreement (required by N.C.G.S. §106-737 and defined in N.C.G.S. §121-35) suited to district type (Voluntary Agricultural District or Enhanced Voluntary Agricultural District) designated by the landowner to sustain, encourage, and promote agriculture must be executed by the landowner and recorded with the Advisory Board, which shall record a certified copy of such with the Halifax County Registrar of Deeds. Permitted uses include agriculture, horticulture, forestry, and outdoor recreation. Conservation agreements for the Enhanced Agricultural District program may, at the election of the parties, include provisions requiring that any disputes between the county and the landowner be resolved through arbitration or mediation, and, in the event of litigation, that the prevailing party be awarded costs, including reasonable attorney fees. The Conservation Agreement for the Enhanced Voluntary Agricultural District shall be binding upon all successors in interest to the landowner, except for successors in interest resulting from the exercise of rights under a security interest or lien that preceded the Conservation Agreement.

#### **B. Approval Process**

1. The deadline for submission of applications to the Advisory Board shall be the fifth day of each quarter (January 5, April 5, July 5, and October 5). The Advisory Board shall meet within ninety (90) days to approve or disapprove the application. The chairperson shall notify the applicant by first class mail of approval or disapproval of participation in the district.
2. Upon receipt of an application, the chairperson will forward copies immediately to the following offices, which shall be asked to provide comments, if any, to the Advisory Board prior to the date set for the Advisory Board vote on the application:
  - a. The Halifax County Tax Administrator;
  - b. The Halifax Soil and Water Conservation District office;
  - c. The Halifax County Office of N.C. Cooperative Extension;
  - d. The Natural Resources Conservation Service;
  - e. The Halifax County Planning Department.

C. Appeal

If an application is denied by the Advisory Board, the landowner may, within ten (10) days of the receipt of notification of disapproval of the application, request in writing that the Advisory Board reconsider its decision. The request for reconsideration shall state the reason(s) therefore. Upon either an initial denial, if no request for reconsideration was made, or denial after reconsideration, the landowner shall have thirty (30) days from the date of notification to appeal the decision to the Board of Commissioners. Such appeal shall be presented in writing. The decision of the Board of Commissioners is final.

**ARTICLE IX  
REVOCATION, ENFORCEMENT AND RENEWAL OF CONSERVATION  
AGREEMENTS**

**A. Revocation and Enforcement**

1. District. By providing written notice to the Advisory Board, a landowner of qualifying farmland within a Voluntary Agricultural District may revoke the Conservation Agreement or the Advisory Board may revoke the same Conservation Agreement based on noncompliance by the landowner, subject to the same provisions as contained in Article VIII(C) for appeal of denials. Such revocation shall result in loss of qualifying farm status and loss of eligibility to participate in a district. Absent noncompliance by the landowner, neither the Advisory Board nor the Board of Commissioners shall revoke any Conservation Agreement prior to its expiration. If the Advisory Board shall revoke this Conservation Agreement for cause, the landowner shall have the appeal rights set forth in Article VIII(C). Transfers of land in a Voluntary Agricultural District due to death of the landowner, sale or gift shall not revoke the Conservation Agreement unless the land no longer qualifies for the present-use-value taxation program and/or the land is withdrawn either voluntarily or involuntarily from the district. Enforcement of the terms of a Conservation Agreement for land enrolled in a Voluntary Agricultural District shall be limited to revocation of the Conservation Agreement and the benefits derived there from.
2. Enhanced District. Conservation Agreements for land within Enhanced Districts are IRREVOCABLE for a period of 10 years. Enforcement of the terms of the Conservation Agreement may be through an action for injunctive relief and/or damages in any court of competent jurisdiction. The County may also terminate any benefits to the owner under this program either permanently or during the period of violation, as appropriate. If the Advisory Board shall revoke this Conservation Agreement for cause, the landowner shall have the appeal rights set forth in Article VIII(C). The right to terminate program benefits is in addition to any legal rights that the County may have under either this Ordinance or the terms of the applicable Conservation Agreement. The County may seek costs of the action including reasonable attorney fees if such a provision is incorporated into the Conservation Agreement.

**B. Renewal**

1. District. A Conservation Agreement for land within a Voluntary Agricultural District shall be automatically renewed unless the landowner provides 30 day written notice to the Advisory Board of intent not to renew. Absent noncompliance by the landowner, neither the Advisory Board nor the Board

of Commissioners shall fail to renew any Conservation Agreement unless this Ordinance or its authorizing legislation has been repealed.

2. Enhanced District. A Conservation Agreement for the Enhanced Voluntary Agricultural District shall be deemed automatically renewed for an additional term of 3 years, unless either the Advisory Board or the landowner gives written notice to the contrary prior to the termination date of the Conservation Agreement. At the end of each 3 year term the Conservation Agreement shall automatically renew for an additional 3 year term unless a 30-day notice of termination is given.

## **ARTICLE X**

### **WAIVER OF WATER AND SEWER OR ALL UTILITY ASSESSMENTS**

#### **A. No Connection Required**

1. A landowner belonging to the District shall not be required to connect to Halifax County water and/or sewer systems.
2. A landowner belonging to an Enhanced District shall not be required to connect to Halifax County utility systems.

#### **B. Abeyance**

1. Water and sewer assessments shall be held in abeyance, without interest, for farms in a District, until improvements on such property are connected to the water or sewer system for which the assessment was made.
2. Utility assessments shall be held in abeyance, without interest, for farms in an Enhanced District, until improvements on such property are connected to the utility system for which the assessment was made.

#### **C. Termination of Abeyance**

When the period of abeyance ends, the assessment is payable in accordance with the terms set out in the assessment resolution.

#### **D. Suspension of Statute of Limitations**

Statutes of limitations are suspended during the time that any assessment is held in abeyance without interest. The landowner may be required to sign an acknowledgement (that may be incorporated into the Conservation Agreement) of

the abeyance of the statute of limitations upon collecting water and sewer assessments, or other utility assessments.

E. Other Statutory Abeyance Procedures

Nothing in this section is intended to diminish the authority of the County to hold assessments in abeyance under N.C.G.S. §153A-201, or other applicable law.

F. Conflict with Water and/or Sewer System Construction and Improvements Grants

To the extent that this section conflicts with the terms of federal, state, or other grants under which county utility systems are constructed this section shall not apply. This section shall not apply to utilities that are not owned by the County unless the County has entered into an agreement with the entity(ies) owning the utilities and that agreement provides that this Ordinance shall apply.

## **ARTICLE XI ADDITIONAL ENHANCED AGRICULTURAL DISTRICT BENEFITS**

Land enrolled in the Enhanced Voluntary Agricultural District program is entitled to all of the benefits available under the Voluntary Agricultural District program, and to the following additional benefits:

A. Sale of Non-farm Products

Landowners participating in Enhanced Districts may receive up to twenty-five percent of gross sales from the sale of nonfarm products and still qualify as a bona fide farm that is exempt from county zoning regulations under N.C.G.S. §153A-340(b). A farmer seeking to benefit from this subsection shall have the burden of establishing that the property's sale of nonfarm products did not exceed twenty-five percent of its gross sales. The standards necessary for proof of compliance shall be set forth in the Nash County Unified Development Ordinance.

B. Agricultural Cost Share Program

Landowners participating in Enhanced Districts are eligible under N.C.G.S. §143-215.74(b) to receive the higher percentage of cost-share funds for the benefit of that farmland under the Agriculture Cost Share Program established pursuant to Part 9 of Article 21 of Chapter 143 of the General Statutes for funds to benefit that farmland.

C. Priority Consideration



State departments, institutions, or agencies that award grants to farmers are encouraged to give priority consideration to landowners participating in Enhanced Districts.

## **ARTICLE XII PUBLIC HEARINGS**

### **A. Purpose**

Pursuant to N.C.G.S. §106-740, no state or local public agency or governmental unit may formally initiate any action to condemn any interest in qualifying farmland within a District until such agency or unit has requested the Advisory Board to hold a public hearing on the proposed condemnation.

### **B. Procedure**

1. Upon receiving a request, the Advisory Board shall publish notice describing the proposed action on the Halifax County website within ten (10) business days of the request, and will in the same notice notify the public of a public hearing on the proposed condemnation, to be held within fifteen (15) days of receipt of the request.
2. The Advisory Board shall meet to review:
  - a. Whether the need for the project has been satisfactorily established by the agency or unit of government involved, including a review of any fiscal impact analysis conducted by the agency involved; and
  - b. Whether there are alternatives to the proposed action that have less impact and are less disruptive to the agricultural activities of the District within which the proposed action is to take place.
3. The Advisory Board shall consult with the County Agricultural Extension Agent, the Natural Resources Conservation Service District Conservationist, and any other individuals, agencies, or organizations deemed by the Advisory Board to be necessary for its review of the proposed action.
4. Within five (5) days after the hearing, the Advisory Board shall make a report containing its findings and recommendations regarding the proposed action. The report shall be made available to the public via the Halifax County website prior to its being conveyed to the decision-making body of the agency proposing the acquisition.

5. There will be a period of ten (10) days allowed for public comment on the report of the Advisory Board.
6. After the ten (10) day period for public comment has expired, the Advisory Board shall submit a final report containing all of its findings and recommendations regarding the proposed action to the decision-making body of the agency proposing the acquisition.
7. The total time period, from the day that a request for a hearing has been received to the day that a final report is issued to the decision making body of the agency proposing the acquisition, shall not exceed forty-five (45) days. If the agency agrees to an extension, the agency and the Advisory Board shall mutually agree upon a schedule to be set forth in writing and made available to the public.
8. Pursuant to N.C.G.S. §106-740, the Board of Commissioners shall not permit any formal initiation of condemnation by local agencies while the proposed condemnation is properly before the Advisory Board.

### **ARTICLE XIII NOTIFICATION**

#### **A     Record Notice of Proximity to Voluntary Agricultural District**

##### **1.     Procedure**

##### **A. Mapping**

Halifax County shall provide locations of all approved and current Voluntary Agricultural Districts and Enhanced Voluntary Agricultural Districts on the Halifax County GIS (Geographic Information System) website. A separate layer indicating the location of the districts, ownership information, properties within ½ mile and other pertinent data will be available for public view. In addition, maps indicating the Voluntary and Enhanced Voluntary Ag Districts shall be posted in the Halifax County Register of Deeds, Cooperative Extension Agency, Soil and Water Department and Planning Department. The postings shall also contain a statement explaining potential agricultural activities as provided in Article XIV – Section B.

## B. Signage

Approved signs identifying agricultural district membership may be placed along major roads that pass through or are next to those districts. Members of the Agricultural District may place approved signs on their individual farms denoting their Agricultural District membership. Placement of signage shall be coordinated with the North Carolina Department of Transportation and the Halifax County Planning Department.

## ARTICLE XIV COUNTY LAND-USE PLANNING

### A. Duty of the Advisory Board

It shall be the duty of the Advisory Board to advise the Board of Commissioners or the agency or office to which the Board of Commissioners delegate authority to oversee county land use planning, on the status, progress, and activities of the county's agricultural district program and to also coordinate the formation and maintenance of agricultural districts with the county's land use planning activities and the county's land use plan if one currently exists at the time this is enacted or when one is formed.

### B. Posting of Notice

The following notice along with a map of the Voluntary Agricultural Districts and properties within ½ mile of those districts; shall be posted in the office of the Register of Deeds and other Halifax County farm or land-development related offices:

*Halifax County is proud of its agricultural heritage and has established Agricultural Districts to encourage the sustainability and growth of its agricultural and forestry industries. Please be aware that agricultural activities continue to occur in and near agricultural districts. Agricultural activities sometimes produce noise, dust, odors, and require the movement of slow-moving farm vehicles on public roads. The locations of Halifax County's agricultural districts may be viewed by visiting the Halifax County GIS (Geographic Information System) website at <http://gis.co.halifax.nc.us/connectgis/halifax/>.*

C. Growth Corridors

At such time as the county might establish designated growth corridors, agricultural districts shall not be permitted in the designated growth corridors, as delineated on the official county planning map without the approval of the Board of Commissioners. Districts located in growth corridors designated after the effective date of this program may remain, but shall not be expanded within the growth corridor area without the approval of the Board of Commissioners.

**ARTICLE XV  
CONSULTATION AUTHORITY**

The Advisory Board may consult with North Carolina Cooperative Extension, the Natural Resources Conservation Service, the North Carolina Department of Agriculture and Consumer Services, and with any other individual, agency, or organization the Advisory Board deems necessary to properly conduct its business.

**ARTICLE XVI  
NORTH CAROLINA AGENCY NOTIFICATION**

Annual Report to the North Carolina Department of Agriculture and Consumer Services . Upon adoption, a copy of this ordinance shall be sent to the Office of the North Carolina Commissioner of Agriculture and Consumer Services, the Board of Commissioners, the County Office of North Carolina Cooperative Extension, and the Soil and Water Conservation District office. At least annually the county shall submit a written report to the Commissioner of Agriculture and Consumer Services on the county's agricultural district program, including the following information:

1. Number of landowners enrolled;
2. Number of acres enrolled;
3. Number of acres certified during the reporting period;
4. Number of acres denied during the reporting period;
5. Number of acres for which applications are pending;
6. Copies of any amendments to the this Ordinance; and
7. Any other information the Advisory Board deems useful.

## ARTICLE XVII LEGAL PROVISIONS

- A. Severability If any article, section, subsection, clause, phrase, or portion of this ordinance is for any reason found invalid or unconstitutional by any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance.

- B. Conflict with other ordinances and statutes

Whenever the provisions of this Ordinance conflict with other ordinances of Halifax County, the most restrictive Ordinance shall govern. Whenever the provisions of any federal or state statute require more restrictive provisions than are required by this Ordinance, the provisions of such statute shall govern.

- C. Amendments

This Ordinance may be amended from time to time by the Board of Commissioners.



**ARTICLE XVIII  
ENACTMENT**


The Halifax County Board of Commissioners hereby adopts and enacts the preceding articles and sections of this Ordinance.

Adopted this the   1   day of November, 2010, with an effective  
date of November 1,, 2010. Upon motion for adoption by  
Commissioner Minton seconded by Commissioner Smith.

HALIFAX COUNTY BOARD OF COMMISSIONERS

  
James Pierce, Chairman

ATTEST:

  
Andrea H. Wiggins, Clerk to Board of Commissioners

Approved as to form:

\_\_\_\_\_  
William McBlief, County Attorney





**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 to Increase the Alcoholic Beverage Control Board to Five Members

**DATE:** April 1, 2019 Regular Meeting

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**SUPPORTING INFORMATION:**

The Halifax County ABC Board currently consist of three members. Although there have been numerous local acts concerning the membership of the Halifax County ABC Board (formerly the "Board of Alcoholic Control"), appointment and organization of the board is now controlled by general law, specifically G.S. 18B-700. Under that statue, the board of county commissioners is the "appointing authority". As the appointing authority you may increase the number of board members to five if you determine that to be preferable. If you decide make this increase, the terms of both new members will be three years from the date of appointment. Compensation of local ABC board members is set at a statutory rate of \$150.00 per meeting, unless the board of commissioners have approved a different level of compensation. Board compensation is paid from gross alcohol sales proceeds. You are also responsible for appointing the chairman of the local board.

Attached is a memo detailing your legal authority to take this action, including a copy of G.S. 18B-700. Also attached is a resolution for your consideration.

**ATTACHMENTS:**

Description

- ▢ Memo Regarding Authority to Increase ABC Board Membership
- ▢ Resolution to Increase ABC Board Membership

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**TOTAL COST:**n/a

**COUNTY COST:**n/a

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**REQUEST:** Consider adoption of the attached resolution to increase the membership of the local ABC board to five members.



*Office of the County Attorney*

MEMO TO: Board of County Commissioners; Management Team

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

*MR* 3-22-19

C: Michelle Moseley

DATE: March 22, 2019

QUESTION: Does the Halifax County Board of Commissioners have statutory authority to increase the number of local ABC Board members from three to five members pursuant to G.S. 18B-700(a)?

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Relevant General Statutes and Local Laws:

S.L. 1959-1257 (June 20, 1959) entitled "An Act to Allow the Qualified Electors of Halifax County to Determine in a Special Election Which of Two Proposed Methods of Selecting Members of the Board of Alcoholic Control Shall Be Adopted in Halifax County"

G.S. 18A-16 (repealed January 1, 1982) entitled "County boards of alcoholic control."

G.S. 18B-700 (as first adopted per S.L. 1981-412) entitled "Appointment and organization of local ABC boards."

S.L. 1995-45 (April 19, 1995) entitled "An Act to Modify the Appointment of the Halifax ABC Board and to Provide That Distribution Shall Be According to General Statute"

G.S. 18B-700(a) (as modified by S.L. 2010-122) entitled "appointment and organization of local ABC boards."

Other:

Minutes of the Halifax County Board of Commissioners meeting dated December 5, 1994, Minute Book 23A, Pages 272-273.

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The history of the appointment of the local ABC board (formerly "board of alcoholic control") in Halifax County has a long, winding and confusing history.

On June 20, 1959, the legislature adopted S.L. 1959-1257, to allow the voters of Halifax County to determine how local board of alcoholic control members would be appointed. Under this local law, the voters had two choices: the "Murphrey Proposal" and the "Crew Proposal". The election was held during the primary of 1960, and the "Crew Proposal" prevailed.

Under the Crew Proposal, all prior local laws related to the appointment of the local board of alcoholic control were entirely repealed and appointment of the Halifax County "board of alcoholic control" was to be governed by the state-wide general laws related to local board appointment (at that time, G.S. 18-41). Under general law, a three-person board was appointed by the members of the county board of commissioners, the county board of health, and the county board of education. *(Note: the Crew Proposal also provided for a complicated formula for the distribution of local alcohol sales revenues - a fascinating topic, but not germane to this discussion.)*

In 1971, Chapter 18 of the NC General Statutes was repealed and replaced with an entirely new Chapter 18A. (Refer to S.L. 1971-872.) Under G.S. 18A-16, county boards of alcoholic control (including the Halifax County board) would consist of a chairman and two other members, all of whom would still be appointed the county board of commissioners, the county board of health and the county board of education.

In 1981, Chapter 18A was completely repealed and replaced with Chapter 18B. (Refer to S.L. 1981-412.) Under G.S. 18B-700 a new board referred to as a "local ABC board" (no longer a "board of alcoholic control") would be appointed by an "appointing authority". County ABC board members would be appointed only by the county board of commissioners. The county board of health and the county board of education were removed from the appointment process. The number of local ABC board members remained at three. Keep in mind, Halifax County was still subject to this new general law with respect to the appointment of ABC board members.

Now things get a bit strange. Well, really strange. On December 9, 1994, the Halifax County Board of Commissioners directed the county manager to [verbatim] "contact members of the General Assembly and request that the 1959 Session Law pertaining to the Halifax County ABC Board be repealed and that the Halifax County procedures be the same as the other counties in North Carolina with a five-member board and that the Halifax County Board of Commissioners alone, make appointments to the ABC Board and set compensations, etc." This is strange because the Halifax County Board of Commissioners were already under general law with respect to the sole appointment of county ABC board members. This is also strange because in 1994, general law only provided for a three member local ABC board. Five member boards were not yet allowed under general law. Clearly the commissioners did not understand the then current general law, nor did they understand that they were subject to the general law with regard to the appointment of local ABC board members.

Nonetheless, at the request of the Halifax County Board of Commissioners described above, S.L. 1995-45 was adopted on April 19, 1995. That local act did two significant things. First, in Section 1, it modified *G.S. 18B-700(a)* to read as follows:



*"The Halifax County Board of Alcoholic Control [sic] shall consist of three members appointed for three-year terms. The three members appointed prior to the effective date of this act shall complete their terms as appointed."*

Second, in Section 2, it repealed entirely the 1959 local law related to the distribution of local ABC revenues and provided:

*"Commencing July 1, 1995, the distribution of revenues and fiscal operations of the Halifax County Board of Alcoholic Control shall be conducted pursuant to the general law."*

Aside from the fact that an antiquated name was used (remember, there were no "boards of alcoholic control" as of the 1981 adoption of Chapter 18B when the name of local boards was changed to "ABC boards"), the modification of G.S. 18B-700(a) as it relates to Halifax County was entirely and utterly unnecessary.

Now comes the complicated part. Remember, up until 2010, the general law, even as modified as to Halifax County (S.L. 1995-45), only allowed for a three member ABC board. In 2010, the legislature adopted S.L. 2010-122. Under that legislation, the general law G.S. 18B-700(a) was modified to allow for either a three member local ABC board or a five member local board. It also allows the appointing authority to change from a three member board to a five member board or vice-versa.

But the critical question is this: did this change in the *general* law apply to the Halifax County *local* law that was adopted in 1995? Remember, in 1995, as to Halifax County alone, G.S. 18B-700(a) was modified to allow for a three member board only. Fortunately, for Halifax County the 2010 amendments also included this additional language for G.S. 18B-700 as subsection (l):

*"Notwithstanding the provisions of any local acts, this section [G.S.18B-700] applies to all local boards."*

This means that the Halifax County Board of Commissioners can increase the number of local ABC board members from three to five if it so chooses, as a matter of general law.

A copy of G.S. 18B-700 is attached. Copies of the session laws and other materials referenced in this memo are available upon request.

## Article 7.

### Local ABC Boards.

#### **§ 18B-700. Appointment and organization of local ABC boards.**

(a) Membership. – A local ABC board shall consist of three or five members appointed for three-year terms unless the board is a board for a merged ABC system under G.S. 18B-703 and a different size membership has been provided for as part of the negotiated merger. If the board is a three-member board, one member of the initial board of a newly created ABC system shall be appointed for a three-year term, one member for a two-year term, and one member for a one-year term. If the board is a five-member board, one member of the initial board of a newly created ABC system shall be appointed for a three-year term, two members for two-year terms, and two members for one-year terms. As the terms of initial board members expire, their successors shall each be appointed for three-year terms. If a board is initially a three-member board and the appointing authority determines a five-member board is preferable, the terms of the two new members shall be for three years. If a local board has five members and the appointing authority determines a three-member board is preferable, the appointing authority shall not reduce the size of the board except upon the expiration of a member's term and only with the approval of the Commission. The appointing authority shall designate one member of the local board as chairman.

(a1) Mission. – The mission of local ABC boards and their employees shall be to serve their localities responsibly by controlling the sale of spirituous liquor and promoting customer-friendly, modern, and efficient stores.

(b) City Boards. – City ABC board members shall be appointed by the city governing body, unless a different method of appointment is provided in a local act enacted before the effective date of this Chapter.

(c) County Boards. – County ABC board members shall be appointed by the board of county commissioners, unless a different method of appointment is provided in a local act enacted before the effective date of this Chapter.

(d) Qualifications. – The appointing authority shall appoint members of a local board on the basis of the appointees' interest in public affairs, good judgment, knowledge, ability, and good moral character.

(e) Vacancy. – A vacancy on a local board shall be filled by the appointing authority for the remainder of the unexpired term. If the chairman's seat becomes vacant, the appointing authority may designate either the new member or an existing member of the local board to complete the chairman's term.

(f) Removal. – A member of a local board may be removed for cause at any time by the appointing authority. Local board members are subject to the removal provisions of G.S. 18B-202.

(g) Compensation of Board Members. – A local board member shall receive compensation in an amount not to exceed one hundred fifty dollars (\$150.00) per board meeting unless a different level of monetary compensation is approved by the appointing authority. If a different level is approved by the appointing authority, the appointing authority shall notify the Commission of the approved level of compensation in writing. Any change in compensation approved by the appointing authority shall be reported to the Commission in writing within 30 days of the effective date of the change. No local board member shall receive any nonmonetary compensation or benefits unless specifically authorized by this section.

(g1) Compensation of General Managers of Local Boards. – The salary authorized for the general manager, as defined in G.S. 18B-101, of a local board shall not exceed the salary authorized by the General Assembly for the clerk of superior court of the county in which the

appointing authority was originally incorporated unless such compensation is otherwise approved by the appointing authority. The local board shall provide the appointing authority's written confirmation of such approval to the Commission. Any change in compensation approved by the appointing authority shall be reported to the Commission in writing within 30 days of the effective date of the change. The general manager of a local board may receive any other benefits to which all employees of the local board are entitled. The salary authorized for other employees of a local board may not exceed that of the general manager.

(g2) Travel Allowance and Per Diem Rates. – Approved travel on official business by the members and employees of local boards shall be reimbursed pursuant to G.S. 138-6 unless the local board adopts a travel policy that conforms to the travel policy of the appointing authority and such policy is approved by the appointing authority. The local board shall annually provide the appointing authority's written confirmation of such approval to the Commission and a copy of the travel policy authorized by the appointing authority. Any excess expenses not covered by the local board's travel policy shall only be paid with the written authorization of the appointing authority's finance officer. A copy of the written authorization for excess expenses shall be submitted to the Commission by the local board within 30 days of approval.

(h) Conflict of Interest. – The provisions of G.S. 18B-201 shall apply to local board members and employees.

(i) Bond. – Each local board member and the employees designated as the general manager and finance officer of the local board shall be bonded in an amount not less than fifty thousand dollars (\$50,000) secured by a corporate surety, for the faithful performance of his duties. A public employees' blanket position bond in the required amount satisfies the requirements of this subsection. The bond shall be payable to the local board and shall be approved by the appointing authority for the local board. The appointing authority may increase the amount of the bond required for any member or employee who handles board funds.

(j) Limited Liability. – A person serving as a member of a local ABC board shall be immune individually from civil liability for monetary damages, except to the extent covered by insurance, for any act or failure to act arising out of this service, except where the person:

- (1) Was not acting within the scope of his official duties;
- (2) Was not acting in good faith;
- (3) Committed gross negligence or willful or wanton misconduct that resulted in the damage or injury;
- (4) Derived an improper personal financial benefit from the transaction; or
- (5) Incurred the liability from the operation of a motor vehicle.

The immunity in this subsection is personal to the members of local ABC boards, and does not immunize the local ABC board for liability for the acts or omissions of the members of the local ABC board.

(k) Nepotism. – Members of an immediate family shall not be employed within the local board if such employment will result in one member of the immediate family supervising another member of the immediate family, or if one member of the immediate family will occupy a position which has influence over another member's employment, promotion, salary administration, or other related management or personnel considerations. This subsection applies to local board members and employees.

For the purpose of this subsection, the term "immediate family" includes wife, husband, mother, father, brother, sister, son, daughter, grandmother, grandfather, grandson, and granddaughter. Also included are the step-, half-, and in-law relationships. It also includes other people living in the same household, who share a relationship comparable to immediate family

members, if either occupies a position which requires influence over the other's employment, promotion, salary administration, or other related management or personnel considerations.

(l) Local Acts. – Notwithstanding the provisions of any local act, this section applies to all local boards. (1981, c. 412, s. 2; c. 747, s. 50; 1981 (Reg. Sess., 1982), c. 1262, s. 10; 1989, c. 800, s. 19; 2010-122, ss. 9-16.)

RESOLUTION TO INCREASE THE MEMBERSHIP  
OF THE HALIFAX COUNTY ABC BOARD FROM THREE MEMBERS  
TO FIVE MEMBERS PURSUANT TO G.S. 18B-700(a)

WHEREAS, the Halifax County ABC Board currently consists of three members, appointed by the Halifax County Board of Commissioners (the "appointing authority") pursuant to G.S. 18B-700(c); and

WHEREAS, G.S. 18B-700(a) provides that a three-member local ABC board may be increased to a five-member board if the appointing authority determines that a five-member board is preferable; and

WHEREAS, the Halifax County Board of Commissioners has determined that a five-member ABC board is preferable;

NOW, THEREFORE, BE IT RESOLVED that pursuant to G.S. 18B-700(a), the number of members on the Halifax County ABC Board is hereby increased from three members to five members effective immediately, and that the terms of the two new members shall be for three years from date of appointment as required by general law.

Adopted this 1st day of April, 2019.

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Vernon J. Bryant Chairman  
Halifax County Board of Commissioners

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Andrea H. Wiggins, MMC  
Clerk to the Board





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

**TO:** Halifax County Board of Commissioners

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

**PRESENTER:** County Commissioners

**SUBJECT:** Board Appointments

**DATE:** April 1, 2019 Regular Meeting

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**SUPPORTING INFORMATION:**

Attached, please find the Board Appointments.

**ATTACHMENTS:**

Description

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

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**TOTAL COST:**

**COUNTY COST:**

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

# **BOARD APPOINTMENTS**

- A. Alcoholic Beverage Control Board
- B. Human Relations Commission
- C. Board Vacancies Without Recommendations
- D. May 2019 Board Appointments

# **MEMORANDUM**

**TO: HALIFAX COUNTY COMMISSIONERS**

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

**SUBJECT: ALCOHOLIC BEVERAGE CONTROL BOARD**

According to our records, the Alcoholic Beverage Control Board has one member that is appointed by the Board of Commissioners that is deceased:

**Drewery Beale**

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

- Receive nominations to appoint Helen Bush, Tyrone Williams, or James Eatman to fill the unexpired term of Drewery Beale

## Alcoholic Beverage Control

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1	<b>Robert Shields</b> <i>Scotland Neck</i>	Chair <i>Black Male</i>	7/1/2016 through 6/30/2019 <i>Term Number: 8</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
2	<b>Drewery Beale</b> <i>Roanoke Rapids</i>	Member <i>White 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>
3	<b>Johnny Draper, Jr.</b> <i>Weldon</i>	Member <i>White Male</i>	7/1/2018 through 6/30/2021 <i>Term Number: 8</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>





State of North Carolina  
County of Halifax

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



Date Received 3-11-19

APPLICATION FOR: AUTHORITIES, BOARDS, COMMISSIONS, and COMMITTEES

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

Name: Helen Powell Bush Nickname: \_\_\_\_\_

ETHNIC BACKGROUND: African American \_\_\_ Caucasian ☒ Hispanic \_\_\_ Native American \_\_\_ Other \_\_\_

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

Home Phone Number: (252) 537-4761 Home Fax Number: N/A

Email Address: helen.bush@centurylink.net

Home Address: 179 STACK POWELL RD ROANOKE RAPIDS, NC 27870  
street city state zip

Mailing Address: Same as above

Are you a full-time resident of Halifax County? Yes ☒ No \_\_\_ Township: Fauett

Do you live within any corporate or town limits? Yes \_\_\_ No ☒ Which: \_\_\_\_\_

Employer: Retired

Business Address: \_\_\_\_\_  
street city state zip

Business Phone Number: \_\_\_\_\_ Business Fax: \_\_\_\_\_

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

Halifax County ABC Board

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

Qualification for specific category: 20 years working Halifax County Tax Office  
19 years Director, Halifax County Board of Elections

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

Council for Aging

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:

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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.):

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(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: 3-9-2019

Applicant's Signature: Helen P. Bush

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



# Helen P. Bush

Home Tel. (252) 537-4761 179 Stack Powell Rd.  
Roanoke Rapids, NC 27870

Cell (252) 326-1745

I was employed with Halifax County from February, 1961 until January, 2000.

I worked in the Halifax County Tax Supervisor's office and did administrative duties for the Tax Supervisor. My duties also were to list taxes, type the scrolls with the tax information in order that I could do the billing for the taxes that would be turned over to the Tax Collector. I worked in the Tax Office from February, 1961 until August 31, 1982, when a new job opportunity presented itself.

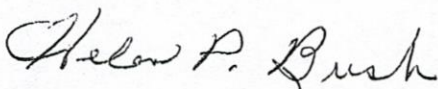
I transferred over to the Board of Elections September 1, 1982 as Supervisor of the Board of Election. This was just before the General Election in November, 1982. We had to set up the ballot layout and to order ballots and have them in by October.

We had to recruit and train Precinct workers for 30 precincts. Voting machines had to be programmed and checked out. By the Grace of God the hard work of myself and two part time employees we managed to have an Election that went well and no contested races.

I feel that with my 39 year employment record gives the experience dealing with budgets, rules and laws local State and Federal, meeting with many people who came into the office with problems and complaints. I was able to help them and workout the problems without controversy.

As the first female candidate for the Halifax County ABC Board, I believe that I would bring a lot of knowledge and experience to this Board.

Thank you for your consideration.



Helen P. Bush





State of North Carolina  
County of Halifax

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



FEB 27 2011

Date Received

HALIFAX COUNTY  
MANAGER'S OFFICE

APPLICATION FOR: AUTHORITIES, BOARDS, COMMISSIONS, and COMMITTEES

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

Name: Tyrone T. Williams Nickname: \_\_\_\_\_

ETHNIC BACKGROUND: African American ☒ Caucasian \_\_\_\_\_ Hispanic \_\_\_\_\_ Native American \_\_\_\_\_ Other \_\_\_\_\_

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

Home Phone Number: 252-583-8131 Home Fax Number: 252-583-2671

Email Address: ttlw@hotmail.com

Home Address: 21207 NC Highway 561 Enfield NC 27823  
street city state zip

Mailing Address: Same

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

Do you live within any corporate or town limits? Yes \_\_\_\_\_ No ☒ Which: \_\_\_\_\_

Employer: Retired - North Carolina State Government

Business Address: N/A  
street city state zip

Business Phone Number: N/A Business Fax: N/A

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

Halifax County ABC Board

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

Board Member

Qualification for specific category: 33+ years experience in planning, implementing, developing and managing programs at local, regional and state level.  
Prior board and community service experience.

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

Halifax County Planning Board

If reapplying for a position you presently hold, how long have you served? N/A



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

As a career state employee and public servant, I believe that  
my knowledge, skills and abilities will be an asset to Halifax  
County and its citizens.

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 ☒

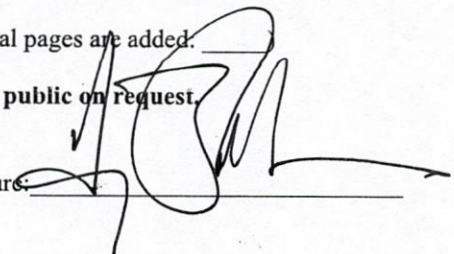
Other information you consider pertinent: (i.e., education, occupational background, civic memberships, related work experiences, etc.):

I have been active and involved in civic/community  
activities for the majority of my adult life, mostly within  
Halifax County

(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: 2/18/19

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



# 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 3/1/19

## APPLICATION FOR: AUTHORITIES, BOARDS, COMMISSIONS, and COMMITTEES

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

Name: JAMES A. EATMAN Nickname: Al

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

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

Home Phone Number (252) 578-9169 Home Fax Number:

Email Address: al@lloydsdecorating.com

Home Address: 612 Holly Road Road RApids N.C 27870  
street city state zip

Mailing Address: SAME

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

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

Employer: LLOYDS DECORATING CENTER

Business Address: 1125 E. 10<sup>TH</sup> ST. Road RApids N.C 27870  
street city state zip

Business Phone Number (252) 537-4102 Business Fax (252) 537-2719

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

ABC BOARD

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

Qualification for specific category: EXTENSIVE EXPERIENCE IN RETAIL  
AND CUSTOMER SERVICE AND DAILY OPERATIONS

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

N/A

If reapplying for a position you presently hold, how long have you served? N/A



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

To Bring Fresh Insight To Help maintain  
The Success of Past Board members

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 ☒

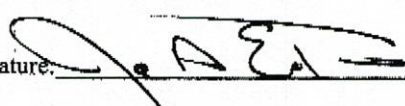
Other information you consider pertinent: (i.e., education, occupational background, civic memberships, related work experiences, etc.):

owner of Lloyds Decorating Center for The  
Past 12 years. Former President of the  
Roanoke Valley Homebuilders. Former member  
of Executive Board on Roanoke Valley  
Chamber of Commerce

(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: 3-1-19

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: HUMAN RELATIONS COMMISSION**

According to our records, the Halifax County Human Relations Commission has one member that is appointed by the Board of Commissioners with a term that expired on October 31, 2018:

**Robert Bigham**

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

- Receive nominations to waive the term limit and reappoint Robert Bigham



## Halifax County Human Relations Commission

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

# MEMORANDUM

**TO: HALIFAX COUNTY COMMISSIONERS**

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

**SUBJECT: BOARD VACANCIES WITHOUT RECOMMENDATIONS**

**For Information Only – No Action Required**

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

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

Susan Horrell and Lakeshia Jones

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

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

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

Dean Smith

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

Thomas Myrick, Jr.

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

George Branch, Jr. and Doris Richardson

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Continued



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

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

Rick Gilstrap  
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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  
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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  
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According to our records, the **Regional Aging Advisory Council** has one position that is appointed by the Board of Commissioners that is vacant:

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

Tillman Long  
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Continued



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

Tillman Long and Robert Moore, Jr.

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

Bill Dickens and John Lovett

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## Community Child Protection Team (CCPT)

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



## EMS Advisory Committee

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

## Five County Community Oper. Center Oversight Board

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



## Halifax County Board of Adjustment

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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 Human Relations Commission

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

## Amphitheater Advisory Board

9	<b>Christopher Mayo (Vacant)</b> <i>Halifax</i>	Member <i>White Male</i>	8/1/2016 through 3/31/2018 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
6	<b>George Daniel</b> <i>Scotland Neck</i>	Member <i>White Male</i>	7/10/2017 through 3/31/2019 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
5	<b>Lori Medlin</b> <i>Roanoke Rapids</i>	Member <i>White Female</i>	4/1/2016 through 3/31/2019 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
7	<b>Richard Woodruff</b> <i>Roanoke Rapids</i>	Member <i>White Male</i>	4/1/2016 through 3/31/2019 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
8	<b>William Cox</b> <i>Roanoke Rapids</i>	Member <i>White Male</i>	4/1/2017 through 3/31/2020 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
2	<b>Jeff Dickens</b> <i>Littleton</i>	Member <i>White Male</i>	4/1/2017 through 3/31/2020 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
1	<b>Judy Evans-Barbee</b> <i>Roanoke Rapids</i>	Member <i>White Female</i>	4/1/2017 through 3/31/2020 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
10	<b>Curtis Strickland</b> <i>Roanoke Rapids</i>	Member <i>White Male</i>	4/1/2017 through 3/31/2020 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
3	<b>Frances King</b> <i>Halifax</i>	Member <i>White Female</i>	4/1/2018 through 3/31/2021 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
4	<b>J. Rives Manning, Jr.</b> <i>Roanoke Rapids</i>	Member <i>White Male</i>	4/1/2018 through 3/31/2021 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
11	<b>W. Turner Stephenson III</b> <i>Roanoke Rapids</i>	Member <i>White Male</i>	4/1/2018 through 3/31/2021 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>



## Parks and Recreation Advisory Board

12	<b>Chester</b> <i>Enfield</i>	<b>Williams (Vacant)</b>	Member <i>Black Male</i>	10/5/2015 through 9/30/2018 <i>Term Number: 0</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>
11	<b>Kennon</b> <i>Roanoke Rapids</i>	<b>Wrenn, Jr. (Vacant)</b>	Member <i>White Male</i>	9/8/2015 through 9/30/2018 <i>Term Number: 0</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>
1	<b>Sylvia</b> <i>Littleton</i>	<b>Alston (Vacant)</b>	Member <i>White Female</i>	10/1/2016 through 9/30/2019 <i>Term Number: 1</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>
2	<b>Delores</b> <i>Halifax</i>	<b>Amason</b>	Member <i>Black Female</i>	10/1/2016 through 9/30/2019 <i>Term Number: 1</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>
13	<b>Jennifer</b> <i>Hobgood</i>	<b>Fields</b>	Member <i>Black Female</i>	10/1/2016 through 9/30/2019 <i>Term Number: 1</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>
3	<b>Michael</b> <i>Roanoke Rapids</i>	<b>Green (vacant)</b>	Member <i>White Male</i>	10/1/2016 through 9/30/2019 <i>Term Number: 1</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>
4	<b>Archie</b> <i>Hollister</i>	<b>Lynch</b>	Member <i>Indian Male</i>	10/1/2016 through 9/30/2019 <i>Term Number: 1</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>
5	<b>Audrey</b> <i>Roanoke Rapids</i>	<b>Hardy</b>	Member <i>Black Female</i>	10/1/2017 through 9/30/2020 <i>Term Number: 1</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>
15	<b>Lavern</b> <i>Weldon</i>	<b>Harris</b>	Member <i>Black Female</i>	10/1/2017 through 9/30/2020 <i>Term Number: 1</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>
6	<b>Bettie</b> <i>Halifax</i>	<b>Moore</b>	Member <i>Black Female</i>	10/1/2017 through 9/30/2020 <i>Term Number: 1</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>
7	<b>Regina</b> <i>Roanoke Rapids</i>	<b>Reaves</b>	Member <i>White Female</i>	10/1/2017 through 9/30/2020 <i>Term Number: 1</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>
14	<b>Willis</b> <i>Enfield</i>	<b>Richardson</b>	Member <i>Black Male</i>	11/6/2017 through 9/30/2020 <i>Term Number: 0</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>
10	<b>Carolyn</b> <i>Roanoke Rapids</i>	<b>Battle</b>	Member <i>Black Female</i>	11/5/2018 through 9/30/2021 <i>Term Number: 0</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>
8	<b>Hattie</b> <i>Scotland Neck</i>	<b>Staton</b>	Member <i>Black Female</i>	12/3/2018 through 9/30/2021 <i>Term Number: 0</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>
9	<b>Paul</b> <i>Halifax</i>	<b>Walden</b>	Member <i>Black Male</i>	10/1/2018 through 9/30/2021 <i>Term Number: 1</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>

## Airport Authority

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



## Industrial Facilities & Pollution Control

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

## Juvenile Crime Prevention Council

9	<b>Diane Pridgen (Vacant)</b> <i>Scotland Neck</i>	Substance Abuse Professional <i>White Female</i>	2/1/2010 through 1/31/2012 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
7	<b>Fred Draper (Vacant)</b> <i>Roanoke Rapids</i>	Non-Profit or United Way Repres <i>White Male</i>	2/1/2011 through 1/31/2013 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
25	<b>Ronna Graham (Vacant)</b> <i>Halifax</i>	At-Large Member <i>White Female</i>	2/1/2013 through 1/31/2015 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
16	<b>Linda Vaughan (Vacant)</b> <i>Roanoke Rapids</i>	At-Large Member <i>White Female</i>	5/6/2013 through 1/31/2015 Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
10	<b>Janyah Alston (Vacant)</b> <i>Scotland Neck</i>	Representative under 18 years ol <i>Black Female</i>	3/10/2014 through 1/31/2016 Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
5	<b>Niasia Anthony (Vacant)</b> <i>Scotland Neck</i>	Representative under 18 years ol <i>Black Female</i>	2/1/2014 through 1/31/2016 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
1	<b>Bettina Flood (Vacant)</b> <i>Halifax</i>	Juvenile Defense Attorney <i>Black Female</i>	2/1/2014 through 1/31/2016 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
26	<b>Levi Scott (Vacant)</b> <i>Enfield</i>	Business Community Member <i>Black Male</i>	8/3/2015 through 1/31/2016 Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
12	<b>Clarette Glenn (Vacant)</b> <i>Henderson</i>	Mental Health Representative <i>Black Female</i>	2/1/2017 through 1/31/2019 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
3	<b>Ellen Burnette</b> <i>Roanoke Rapids</i>	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? <b>No</b>
6	<b>Anzell Harris</b> <i>Halifax</i>	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? <b>Yes</b>
8	<b>Joe Long</b> <i>Halifax</i>	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? <b>No</b>
4	<b>Joseph Sandoval</b> <i>Weldon</i>	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? <b>Yes</b>
14	<b>Valerie Asbell</b> <i>Halifax</i>	District Attorney <i>White Female</i>	2/1/2019 through 1/31/2021 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
20	<b>Brenda Branch</b> <i>Roanoke Rapids</i>	District Court Judge <i>Black Female</i>	2/1/2019 through 1/31/2021 Term Number: 6	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>No</b>
13	<b>Tony N. Brown</b> <i>Halifax</i>	County Manager <i>Black Male</i>	2/1/2019 through 1/31/2021 Term Number: 6	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>No</b>



23	<b>Terry</b> <i>Roanoke Rapids</i>	<b>Buffaloe</b>	At-Large Member <i>Black Male</i>	2/1/2019 through 1/31/2021 <i>Term Number: 3</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>
24	<b>Eric</b> <i>Halifax</i>	<b>Cunningham</b>	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	<b>Chuck</b> <i>Roanoke Rapids</i>	<b>Hasty</b>	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	<b>Robin</b> <i>Halifax</i>	<b>Johnson</b>	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	<b>Teresa</b> <i>Enfield</i>	<b>King</b>	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	<b>Sonynia</b> <i>Halifax</i>	<b>Leonard</b>	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	<b>Doris</b> <i>Littleton</i>	<b>Mack</b>	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	<b>Angela</b> <i>Roanoke Rapids</i>	<b>Moody</b>	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	<b>Barbara</b> <i>Weldon</i>	<b>Plum</b>	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	<b>Marcelle</b> <i>Scotland Neck</i>	<b>Smith</b>	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

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



## Regional Aging Advisory Council

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

## Roanoke Rapids Board of Adjustment

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

## Roanoke Rapids Planning Board

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2	<b>Tillman Long (vacant)</b> Roanoke Rapids	ETJ Member White Male	6/1/2011 through 5/31/2014 Term Number: 8	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>No</b>
1	<b>Terry Campbell</b> Roanoke Rapids	ETJ Member Black Male	6/1/2016 through 5/31/2019 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>No</b>
3	<b>Robert Moore, Jr. (Vacant)</b> Roanoke Rapids	ETJ Member Black Male	6/1/2017 through 5/31/2020 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
4	<b>Greg Browning</b> Roanoke Rapids	ETJ Member Black Male	6/1/2018 through 5/31/2021 Term Number: 6	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>No</b>



## Solid Waste Advisory Board

5	<b>Bill</b> <i>Enfield</i>	<b>Dickens (vacant)</b>	Enfield <i>White Male</i>	2/1/2011 through 1/31/2014 <i>Term Number: 4</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
11	<b>John</b> <i>Halifax</i>	<b>Lovett (vacant)</b>	Member <i>White Male</i>	2/1/2011 through 1/31/2014 <i>Term Number: 3</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
2	<b>Danny</b> <i>Roanoke Rapids</i>	<b>Acree</b>	Roanoke Rapids <i>White Male</i>	2/1/2017 through 1/31/2020 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
6	<b>Jeffrey</b> <i>Weldon</i>	<b>Elks</b>	Weldon <i>White Male</i>	2/1/2017 through 1/31/2020 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
8	<b>Gregory</b> <i>Enfield</i>	<b>Griffin</b>	Ex-Officio <i>White Male</i>	2/1/2017 through 1/31/2020 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
3	<b>James</b> <i>Scotland Neck</i>	<b>Gunnells</b>	Scotland Neck <i>White Male</i>	2/1/2017 through 1/31/2020 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
7	<b>Al</b> <i>Littleton</i>	<b>Haskins</b>	At-Large Member <i>White Male</i>	2/1/2017 through 1/31/2020 <i>Term Number: 4</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
1	<b>Ann</b> <i>Littleton</i>	<b>Jackson</b>	At-Large Member <i>White Female</i>	2/1/2017 through 1/31/2020 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
9	<b>John</b> <i>Scotland Neck</i>	<b>Smith</b>	At-Large Member <i>Black Male</i>	2/1/2017 through 1/31/2020 <i>Term Number: 7</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
4	<b>Robert</b> <i>Hobgood</i>	<b>Sykes, Jr.</b>	Hobgood <i>White Male</i>	2/1/2017 through 1/31/2020 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
10	<b>Betty</b> <i>Littleton</i>	<b>Willis</b>	Littleton <i>White Female</i>	2/1/2017 through 1/31/2020 <i>Term Number: 5</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>



# MEMORANDUM

**TO: HALIFAX COUNTY COMMISSIONERS**

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

**SUBJECT: MAY 2019 BOARD APPOINTMENTS**

**For Information Only – No Action Required**

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

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According to our records, the Roanoke Rapids Planning Board has one member that is appointed by the Board of Commissioners with a term that will expire on May 31, 2019:

**Terry Campbell**

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According to our records, the Weldon Board of Adjustment has one member that is appointed by the Board of Commissioners with a term that will expire on May 31, 2019:

**John Armstrong**

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## Roanoke Rapids Planning Board

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2	<b>Tillman Long (vacant)</b> Roanoke Rapids	ETJ Member White Male	6/1/2011 through 5/31/2014 Term Number: 8	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>No</b>
1	<b>Terry Campbell</b> Roanoke Rapids	ETJ Member Black Male	6/1/2016 through 5/31/2019 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>No</b>
3	<b>Robert Moore, Jr. (Vacant)</b> Roanoke Rapids	ETJ Member Black Male	6/1/2017 through 5/31/2020 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>Yes</b>
4	<b>Greg Browning</b> Roanoke Rapids	ETJ Member Black Male	6/1/2018 through 5/31/2021 Term Number: 6	Appointed by: Halifax County Commissioners Eligible for reappointment? <b>No</b>

## Weldon Board of Adjustment

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1	John Weldon	Armstrong	ETJ Member Black Male	6/1/2016 through 5/31/2019 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
3	Rose Weldon	Motley	ETJ Member Black Female	6/1/2018 through 5/31/2021 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment? No



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

**TO:** Halifax County Board of Commissioners

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

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

**SUBJECT:** Fiscal Year 2019 - 2020 Fee Schedule

**DATE:** April 1, 2019 Regular Meeting

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**SUPPORTING INFORMATION:**

Annually departments review and/or update the fees relative to services they provide. Attached is the FY 19 Fee Schedule with the proposed FY 20 changes highlighted.

**ATTACHMENTS:**

Description

▯ FY 19-20 Fee Schedule

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**TOTAL COST:**\$0

**COUNTY COST:**\$0

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**REQUEST:** Approve the FY 20 Fee Schedule with the proposed changes.



**Proposed Changes  
to the  
FY 19-20 Fee Schedule**

indexing will be corrected  
upon the Board's approval

**1. Board of Elections**

<b>NEW</b>	Return check fee	\$ 25.00
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**2. Central Permitting**

**2.1. Building Inspection**

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

Building Square Foot	\$ / sq ft
0 - 1,600 sq ft	\$0.18 / sq ft
1,601 - 3,000 sq ft	\$0.22 / sq ft
3,001 - 6,000 sq ft	\$0.26 / sq ft
6,001 sq ft & above	\$0.30 / sq ft

**2.1.2.7. Mobile home set-up fee**

<b>2.1.2.7.1.</b>	Singlewide	<del>\$ 85.00</del>	\$ 95.00
<b>2.1.2.7.2.</b>	Doublewide	<del>\$ 95.00</del>	\$ 110.00
<b>2.1.2.7.3.</b>	Triplewide	<del>\$ 110.00</del>	\$ 125.00

**2.1.2.8. Moved buildings**

~~\$ 50.00~~ \$ 75.00

**2.1.2.9. Demolition of buildings**

\$ 50.00 (plus any additional costs)

**2.1.2.10. Swimming pools**

<b>2.1.2.10.1.</b>	Above ground	<del>\$ 50.00</del>	\$ 60.00
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**2.1.3. Electrical Permit Fees shall be as follows:**

**2.1.3.1. Amperes**

<b>2.1.3.1.1.</b>	Minimum electrical permit	<del>\$ 50.00</del>	\$ 55.00
<b>2.1.3.1.2.</b>	101-200	<del>\$ 50.00</del>	\$ 60.00

**2.1.4. Heating and Air Conditioning Permit Fees**

**2.1.4.1. Residential**

<b>2.1.4.1.1.</b>	Heating and air conditioning units	<del>\$ 50.00</del>	\$ 60.00
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**2.1.4.2. Commercial**

<b>2.1.4.2.1.</b>	First Unit	<del>\$ 60.00</del>	\$ 70.00
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**2.1.5. Plumbing Permit Fees for installation of plumbing in new structures, or in old structures, in which plumbing fixtures have not been previously installed, or new baths added, shall be as follows:**

<b>2.1.5.3.</b>	Second bathroom or part thereof	<del>\$ 10.00</del>	\$ 20.00
<b>2.1.5.6.</b>	Water heater replacements	<del>\$ 30.00</del>	\$ 50.00

**2.1.7. Fire Prevention Fees**

**2.1.7.8. Mandated State Fire Inspections**

**Proposed Changes  
to the  
FY 19-20 Fee Schedule**

indexing will be corrected  
upon the Board's approval

<b>NEW</b>	<b>2.1.7.8.1.</b>	Manufacturing & Industrial (based on sq ft of building)	
	<b>2.1.7.8.1.1.</b>	0-5,000 sq ft	\$ 50.00
	<b>2.1.7.8.1.2.</b>	5,001-10,000 sq ft	\$ 100.00
	<b>2.1.7.8.1.3.</b>	10,001-50,000 sq ft	\$ 150.00
	<b>2.1.7.8.1.4.</b>	50,001 sq ft & up	\$ 200.00
	<b>2.1.7.8.2.</b>	Business & Mercantile (based on sq ft of building)	
	<b>2.1.7.8.2.1.</b>	0-5,000 sq ft	\$ 50.00
	<b>2.1.7.8.2.2.</b>	5,001-10,000 sq ft	\$ 100.00
	<b>2.1.7.8.2.3.</b>	10,001-50,000 sq ft	\$ 150.00
	<b>2.1.7.8.2.4.</b>	50,001 sq ft & up	\$ 200.00
<b>2.1.8. Other Fees</b>			
<b>NEW</b>	<b>2.1.8.4.</b>	Solar Farms	
	<b>2.1.8.4.1.</b>	First 200 panels	\$ 5.00 per panel
	<b>2.1.8.4.2.</b>	Each additional panel over 200	\$ 1.00 per panel
<b>NEW</b>	<b>2.1.8.5.</b>	Return check fee	\$ 25.00

**3. Cooperative Extension**

<b>NEW</b>	Return check fee	\$ 25.00
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**4. County Management**

<b>NEW</b>	Return check fee	\$ 25.00
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**5. Emergency Services**

<b>NEW</b>	Return check fee	\$ 25.00
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**6. Finance Department**

<b>6.1.</b>	Return Check fee	<del>\$ 30.00</del>	\$ 25.00
<b>6.8.</b>	Audit (on CD) (thumb-drive)	\$ 5.00	

**7. Health Department**

**RESTRUCTURED**

<b>7.1.</b>	Office Visits	
<b>7.1.1.</b>	<b>99201</b> New patient (see Physicians' Fee Reference for complete description)	\$ 100.00

**Proposed Changes  
to the  
FY 19-20 Fee Schedule**

indexing will be corrected  
upon the Board's approval

7.1.2.	<b>99202</b> New patient (see Physicians' Fee Reference for complete description)	\$ 177.00
7.1.3.	<b>99203</b> New patient (see Physicians' Fee Reference for complete description)	\$ 184.00
7.1.4.	<b>99204</b> New patient (see Physicians' Fee Reference for complete description)	\$ 190.00
7.1.5.	<b>99205</b> New patient (see Physicians' Fee Reference for complete description)	\$ 196.00
7.1.6.	<b>99211</b> Established patient (see Physicians' Fee Reference for complete description)	\$ 109.00
7.1.7.	<b>99212</b> Established patient (see Physicians' Fee Reference for complete description)	\$ 141.00
7.1.8.	<b>99213</b> Established patient (see Physicians' Fee Reference for complete description)	\$ 148.00
7.1.9.	<b>99214</b> Established patient (see Physicians' Fee Reference for complete description)	\$ 154.00
7.1.10.	<b>99215</b> Established patient (see Physicians' Fee Reference for complete description)	\$ 166.00
7.1.11.	<b>99381</b> Initial preventive medicine evaluation and management of individual (see PFR for complete description) under 1 year old	\$ 152.00
7.1.12.	<b>99382</b> Initial preventive medicine evaluation and management of individual (see PFR for complete description) ages 1-4 years old	\$ 152.00
7.1.13.	<b>99383</b> Initial preventive medicine evaluation and management of individual (see PFR for complete description) ages 5-11 years old	\$ 152.00
7.1.14.	<b>99384</b> Initial preventive medicine evaluation and management of individual (see PFR for complete description) ages 12-17 years old	\$ 149.00
	<del><b>99384EP</b> Preventive visit - new patient - 12-17 years</del>	<del>\$ 362.00</del>
7.1.15.	<b>99385</b> Initial preventive medicine evaluation and management of individual (see PFR for complete description) ages 18-39 years old	\$ 149.00
	<del><b>99385EP</b> Preventive visit - new patient - 18-39 years</del>	<del>\$ 362.00</del>
7.1.16.	<b>99386</b> Initial preventive medicine evaluation and management of individual (see PFR for complete description) ages 40-64 years old	\$ 168.00
7.1.17.	<b>99387</b> Initial preventive medicine evaluation and management of individual (see PFR for complete description) ages 65+ years old	\$ 215.00
7.1.18.	<b>99391</b> Periodic preventive medicine reevaluation and management of individual (see PFR for complete description) under 1 year old	\$ 121.00
7.1.19.	<b>99392</b> Periodic preventive medicine reevaluation and management of individual (see PFR for complete description) ages 1-4 years old	\$ 121.00
7.1.20.	<b>99393</b> Periodic preventive medicine reevaluation and management of individual (see PFR for complete description) ages 5-11 years old	\$ 121.00
7.1.21.	<b>99394</b> Periodic preventive medicine reevaluation and management of individual (see PFR for complete description) ages 12-17 years old	\$ 121.00

**Proposed Changes  
to the  
FY 19-20 Fee Schedule**

indexing will be corrected  
upon the Board's approval

	<del>99394EP Preventive visit - established patient - 12-17 years</del>	<del>\$ 393.00</del>
7.1.22.	<b>99395</b> Periodic preventive medicine reevaluation and management of individual (see PFR for complete description) ages 18-39 years old	\$ 121.00
	<del>99395EP Preventive visit - established patient - 18-39 years</del>	<del>\$ 394.00</del>
7.1.23.	<b>99396</b> Periodic preventive medicine reevaluation and management of individual (see PFR for complete description) ages 40-64 years old	\$ 151.00
7.1.24.	<b>99401</b> Preventive medicine counseling and/or risk factor reduction intervention(s) - separate procedure approx 15 mins	\$ 60.00
7.1.25.	<b>99402</b> Preventive medicine counseling and/or risk factor reduction intervention(s) - separate procedure approx 30 mins	\$ 207.00
7.1.26.	<b>99403</b> Preventive medicine counseling and/or risk factor reduction intervention(s) - separate procedure approx 45 mins	\$ 145.00
7.1.27.	<b>99404</b> Preventive medicine counseling and/or risk factor reduction intervention(s) - separate procedure approx 60 mins	\$ 201.00
7.1.28.	<b>99411</b> Preventive medicine counseling and/or risk factor reduction intervention(s) to indiv in group setting approx 30 mins	\$ 63.00
7.1.29.	<b>99412</b> Preventive medicine counseling and/or risk factor reduction intervention(s) to indiv in group setting approx 60 mins	\$ 91.00
	<del>96110 PEDS</del>	<del>\$ 24.00</del>
7.1.30.	<b>96110</b> Administration and interpretation of health risk assessment instrument (e.g. PEDS)	\$ 56.00
7.1.31.	<b>99499</b> Consultation	\$ 50.00
7.1.32.	<b>99080</b> Reports and forms	\$ 20.00
7.1.33.	<b>59425</b> Antepartum Care only 4-6 visits	\$ 495.00
7.1.34.	<b>59426</b> Antepartum Care 7 visits or more	\$ 693.00
7.1.35.	<b>S0280</b> Pregnancy Risk Screening	\$ 50.00
7.1.36.	<b>S0281</b> Postpartum Assessment	\$ 150.00
7.1.37.	<b>59430</b> Postpartum visit	\$ 126.00
7.2.	Immunizations	
7.2.1.	<b>90471</b> Immunization administration (percutaneous, intradermal, subcutaneous, intramuscular single)	\$ 18.00
7.2.2.	<b>90472</b> Immunization administration (percutaneous, intradermal, subcutaneous, intramuscular two or more)	\$ 25.00
7.2.3.	<b>90473</b> Immunization; Admin oral/nasal	\$ 20.00
7.2.4.	<b>90632</b> Immunization, active; hepatitis A vaccine adult	\$ 37.00
7.2.5.	<b>90633</b> Immunization, hepatitis A vaccine pediatric/adolescent dosage-2 dose schedule for intramuscular use	\$ 23.00



**Proposed Changes  
to the  
FY 19-20 Fee Schedule**

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	<b>7.2.6.</b>	<b>90636</b> Immunization; hepatitis A vaccine and hepatitis B adult dose (Twinrix)	\$	95.00	
	<b>7.2.7.</b>	<del><b>90645</b> Immunization, Hemophilus influenza b vaccine (Hib), HbOC conjugate (4 dose schedule) for intramuscular use</del>	<del>\$</del>	<del>10.00</del>	
	<b>7.2.8.</b>	<del><b>90646</b> Immunization, Hemophilus influenza b vaccine (Hib), PRP-D conjugate for booster use only, intramuscular use</del>	<del>\$</del>	<del>36.00</del>	
	<b>7.2.9.</b>	<del><b>90647</b> Immunization, Hemophilus influenza b vaccine (Hib), PRP-OMP conjugate (3 dose schedule) for intramuscular use</del>	<del>\$</del>	<del>10.00</del>	
	<b>7.2.10.</b>	<b>90648</b> Immunization, Hemophilus influenza b vaccine (Hib), PRP-T conjugate (4 dose schedule), intramuscular use	\$	18.00	
	<b>7.2.11.</b>	<b>90649</b> Immunization; HPV Gardasil	\$	135.00	
	<b>7.2.12.</b>	<b>90670</b> Immunization; Prevnar	\$	175.54	
	<b>7.2.13.</b>	<b>90675</b> Immunization, active; rabies vaccine	\$	260.76	
	<b>7.2.14.</b>	<del><b>90676</b> Rabies vaccination</del>	<del>\$</del>	<del>220.00</del>	
<b>NEW</b>	<b>7.2.15.</b>	<b>90680</b> Rotavirus	\$	-	
<b>NEW</b>	<b>7.2.16.</b>	<b>90682</b> Flublok (egg free, 18 and older)	\$	60.00	
<b>NEW</b>	<b>7.2.17.</b>	<b>90686</b> Fluzone (6 months - 35 months)	\$	18.00	
<b>NEW</b>	<b>7.2.18.</b>	<b>90686</b> Flulaval	\$	18.00	
<b>NEW</b>	<b>7.2.19.</b>	<b>90686</b> Fluvarix	\$	18.00	
<b>NEW</b>	<b>7.2.20.</b>	<b>90687</b> Fluzone (3 years and older)	\$	18.00	
	<b>7.2.21.</b>	<b>90688</b> Immunization, active; influenza virus vaccine	\$	18.00	
	<b>7.2.22.</b>	<b>90691</b> Immunization, Typhoid	\$	98.00	
	<b>7.2.23.</b>	<b>90696</b> Kinrix, (DTaP/IPV)	\$	24.00	
	<b>7.2.24.</b>	<b>90698</b> DTaP Hib IP	\$	82.00	
	<b>7.2.25.</b>	<del><b>90700</b> Immunization (DTaP)</del>	<del>\$</del>	<del>24.00</del>	
	<b>7.2.26.</b>	<b>90700</b> DTaP vaccine < 7 years of age	\$	41.00	
	<b>7.2.27.</b>	<b>90702</b> Immunization, active; diphtheria and tetanus toxoids (DT)	\$	21.00	
	<b>7.2.28.</b>	<b>90707</b> Immunization, active; measles, mumps and rubella virus vaccine	\$	72.00	
	<b>7.2.29.</b>	<b>90710</b> Immunization, active; measles, mumps, rubella and varicella vaccine	\$	207.00	
	<b>7.2.30.</b>	<b>90713</b> Immunization, active; poliomyelitis vaccine	\$	34.00	
	<b>7.2.31.</b>	<b>90714</b> TD vaccine	\$	23.00	
	<b>7.2.32.</b>	<b>90715</b> Tdap	\$	34.00	
	<b>7.2.33.</b>	<b>90715</b> Immunization; tetanus, diphtheria toxoids and acellular pertussis (tdap)	\$	34.00	
	<b>7.2.34.</b>	<b>90716</b> Immunization, active; varicella (chicken pox) vaccine	\$	126.00	
	<b>7.2.35.</b>	<del><b>90718</b> Immunization, active; tetanus and diphtheria toxoids absorbed, for adult use (Td)</del>	<del>\$</del>	<del>37.00</del>	

**Proposed Changes  
to the  
FY 19-20 Fee Schedule**

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<del>7.2.36.</del>	<del>90719</del>	<del>Immunization, active; diphtheria toxoid</del>	<del>\$ 25.00</del>	
<del>7.2.37.</del>	<del>90721</del>	<del>Immunization, active; diphtheria, tetanus toxoids and acellular pertussis vaccine (DTaP) and Hemophilus influenza (Hib)</del>	<del>\$ 94.00</del>	
7.2.38.	90723	Immunization; Pediarix (DTaP, HpeB, IPV)	\$ 76.00	
7.2.39.	90732	Immunization, active; pneumococcal vaccine, polyvalent	\$ 96.00	
7.2.40.	90734	Immunization, active; meningococcal polysaccharide vaccine (any group(s))	\$ 122.00	
7.2.41.	90744	Immunization, active; hepatitis B vaccine; pediatrics/adolescents	\$ 18.00	
7.2.42.	90746	Immunization, active; hepatitis B vaccine; adult dosage	<del>\$ 44.00</del>	\$ 58.00
<del>7.2.43.</del>	<del>90747</del>	<del>Immunization, active; hepatitis B vaccine; dialysis on-immunosuppressed patient, any age</del>	<del>\$ 168.00</del>	
7.3.	Laboratory Procedures			
<del>7.3.1.</del>	<del>36400</del>	<del>Venipuncture, under age 3 years; femoral, jugular or sagittal sinus</del>	<del>\$ 59.00</del>	
<del>7.3.2.</del>	<del>36405</del>	<del>Venipuncture, under age 3 years; scalp vein</del>	<del>\$ 82.00</del>	
<del>7.3.3.</del>	<del>36406</del>	<del>Venipuncture, under age 3 years; other vein</del>	<del>\$ 73.00</del>	
7.3.4.	36415	Routine venipuncture of finger/heel/ear stick for collection of specimen(s)	\$ 17.00	
7.3.5.	80061	Lipid profile	\$ 30.00	
7.3.6.	81000	Urinalysis, by dipstick or tablet reagent for bilirubin, glucose, hemoglobin, ketones, leukocytes, nitrite, pH, protein, specific gravity, urobilinogen, any number of these: non-automated, with microscopy	\$ 23.00	
7.3.7.	81001	Urinalysis automated, with microscopic	\$ 23.00	
7.3.8.	81002	Urinalysis non-automated, without microscopic	\$ 13.00	
7.3.9.	81003	Urinalysis automated, without microscopic	\$ 18.00	
7.3.10.	81025	Urine pregnancy test	\$ 32.00	
NEW	7.3.11.	81420 Informaseq		\$ 751.00
7.3.12.	82501	Alpha Fetoprotein AFP	\$ 35.00	
7.3.13.	82120	Vaginal chemical analysis	\$ 8.00	
7.3.14.	82270	Fecal occult blood 1-3 simultaneous determination	\$ 17.00	
7.3.15.	82465	Cholesterol, total	\$ 23.00	
7.3.16.	82947	Glucola	\$ 18.00	
7.3.17.	82948	Glucose by monitoring devices-blood sugar	\$ 29.00	
7.3.18.	82950	Glucose; post glucose dose (includes glucose) one hour challenge-finger stick	\$ 29.00	
7.3.19.	83036	Hemoglobin, A1C	\$ 47.00	
7.3.20.	85018	Hemoglobin	\$ 16.00	
7.3.21.	87081	GC culture	\$ 35.00	

**Proposed Changes  
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FY 19-20 Fee Schedule**

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	<b>7.3.22.</b>	<b>87205</b> Smear, primary source with interpretation; routine stain for bacteria, fungi or cell types	\$	25.00	
	<b>7.3.23.</b>	<b>87210</b> Wet mount for bacteria, fungi, ova and/or parasites	\$	16.00	
<b>NEW</b>	<b>7.3.24.</b>	<b>87491/87591</b> Urine NAAT			\$ 101.00
<b>NEW</b>	<b>7.3.25.</b>	<b>87804QW</b> Flu test			\$ 79.00
	<b>7.3.26.</b>	<b>87850</b> Neisseria gonorrhea	\$	51.00	
	<b>7.3.27.</b>	<b>87880</b> Infectious agent detection by immunoassay with direct optical observation; Streptococcus, group A (rapid detection)	\$	51.00	
	<b>7.3.28.</b>	<b>99000</b> Handling fee for labs	\$	20.00	
	<b>7.3.29.</b>	<b>99070</b> Supplies and materials - over and above the usual included with the office visits	\$	12.00	
	<b>7.3.30.</b>	<b>G0001</b> Routine venipuncture or finger/heel or ear stick for specimen collection	\$	17.00	
<b>7.4.</b>	Medical Procedures				
<b>NEW</b>	<b>7.4.1.</b>	<b>11981</b> Insertion of drug delivery implant into tissue			\$ 107.00
<b>NEW</b>	<b>7.4.2.</b>	<b>11982</b> Removal of drug delivery implant from tissue			\$ 107.00
<b>NEW</b>	<b>7.4.3.</b>	<b>11983</b> Removal with reinsertion of drug delivery implant into tissue			\$ 200.00
	<b>7.4.4.</b>	<b>12020</b> Treatment of superficial wound dehiscence; simple closure	\$	348.00	
	<b>7.4.5.</b>	<b>12021</b> Treatment of superficial wound dehiscence; with packing	\$	318.00	
	<b>7.4.6.</b>	<b>16000</b> Initial treatment, first degree burn, when no more than local treatment is needed	\$	92.00	
	<b>7.4.7.</b>	<b>20520</b> Removal of foreign body	\$	160.00	
	<b>7.4.8.</b>	<b>30300</b> Removal of foreign body, intranasal; office procedure	\$	270.00	
	<b>7.4.9.</b>	<b>30901</b> Control nasal hemorrhage, anterior, simple	\$	174.00	
	<b>7.4.10.</b>	<b>54050</b> Destruction of lesion(s), penis (e.g., condyloma, papilloma, molluscum contagiosum, herpetic vesicle), simple; chemical	\$	105.00	
	<b>7.4.11.</b>	<b>56501</b> Destruction of lesion(s) vulva, simple, any method	\$	417.00	
	<b>7.4.12.</b>	<b>56740</b> Excision of Bartholin's gland or cyst	\$	868.00	
	<b>7.4.13.</b>	<b>58300</b> Insertion, intrauterine device IUD	\$	122.00	
	<b>7.4.14.</b>	<b>58301</b> Removal of intrauterine device IUD	\$	139.00	
	<b>7.4.15.</b>	<b>59025</b> Fetal non-stress test	\$	51.00	
	<b>7.4.16.</b>	<b>65205</b> Removal of foreign body, external eye, conjunctival superficial	\$	90.00	
	<b>7.4.17.</b>	<b>69200</b> Removal of foreign body from external auditory canal; without general anesthesia	\$	122.00	
	<b>7.4.18.</b>	<b>69210</b> Removal of impacted earwax	\$	157.00	
	<b>7.4.19.</b>	<b>86580</b> Tuberculin skin test (PPD)	\$	26.00	
	<b>7.4.20.</b>	<b>90384</b> Rhogam immune	\$	110.23	

**Proposed Changes  
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FY 19-20 Fee Schedule**

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	<del>92081</del>	<del>Visual field examination</del>	<del>\$ 45.00</del>	
	7.4.21.	92551 Screening test, pure tone, air only (audiologic function test)	\$ 35.00	
	7.4.22.	92950 Cardiopulmonary resuscitation (e.g., in cardiac arrest)	\$ 490.00	
	7.4.23.	94640 Airway inhalation treatment	\$ 45.00	
	7.4.24.	94760 Pulse oximetry - single	\$ 39.00	
	7.4.25.	94761 Pulse oximetry - more than once	\$ 67.00	
	7.4.26.	96372 Therapeutic, prophylactics or diagnostic injection (subcutaneous or intramuscular)	\$ 71.00	
	7.4.27.	99173 Screening test of visual acuity	\$ 20.00	
	7.4.28.	99406 Smoking Cessation Counselling	<del>\$ 40.00</del>	\$ 16.00
	7.4.29.	99501 MH post home visit assess	\$ 62.00	
	7.4.30.	99502 Newborn assessment	\$ 62.00	
NEW	7.4.31.	3510F Negative or positive TB skin test results		\$ -
	7.4.32.	D0145 Initial comprehensive oral eval	\$ 33.00	
	7.4.33.	D1203 Initial topical application fluoride	\$ 25.00	
	7.4.34.	G0108 Diabetes self management training - individual	\$ 55.34	
	7.4.35.	G0109 Diabetes self management training - group	\$ 24.64	
NEW	7.4.36.	H0033 Oral administration of TB meds-DOT		\$ -
NEW	7.4.37.	J0561 Bicillin		\$ -
NEW	7.4.38.	J0696 Rocephin		\$ 22.00
	7.4.39.	J1050 Depo-Provera contraceptive injection (p) (c)	\$ 54.00	
	7.4.40.	J1050(ud) Depo-Provera contraceptive interject (ud)	\$ 22.50	
	7.4.41.	J1726 Drugs unclassified injection (17P)	\$ 20.00	
	7.4.42.	J2790 Rhogam D immune globulin injection	\$ 111.00	
NEW	7.4.43.	J7298 Mirena IUD		\$ 410.00
	7.4.44.	J7300 Intrauterine contraceptive (p) (c)	\$ 395.00	
	7.4.45.	J7300(ud) Intrauterine contraceptive (ud)	\$ 202.00	
NEW	7.4.46.	J7301 Skyla IUD		\$ 475.00
NEW	7.4.47.	J7307 Nexplanon		\$ 453.00
NEW	7.4.48.	J7307(ud) Nexplanon		\$ 399.00
	7.4.49.	S4993 Contraceptive pills of BC	\$ 5.00	
NEW	7.4.50.	S5001 Plan B		\$ 45.00
	7.4.51.	S9442 MH childbirth classes - NONE	\$ 19.09	
	7.4.52.	S9442 Birthing classes	\$ 32.00	
	7.4.53.	<del>T1001 MH skill nurse home visit</del> Complete TB form	\$ 88.00	
	7.4.54.	T1002 TB new control treatment	\$ 86.00	
	7.4.55.	T1002 STD control treatment	\$ 86.00	
	7.4.56.	T1017 MH MCC initial	\$ 29.30	
	7.4.57.	T1017 MH subsequent MCC	\$ 29.30	



**Proposed Changes  
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FY 19-20 Fee Schedule**

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	<b>7.4.58. T1017 MH MCC home visit</b>	\$	29.30	
<b>NEW</b>	<b>7.4.59. T1502 Med Adm</b>		\$	-
<b>7.8.</b>	<b>Other fees</b>			
<b>NEW</b>	<b>7.8.1. Photocopy (black &amp; white) (per page)</b>		\$	0.10
<b>NEW</b>	<b>7.8.2. Return check fee</b>		\$	25.00
<b>8.</b>	<b><u>Human Resources Management</u></b>			
<b>NEW</b>	<b>Return check fee</b>		\$	25.00
<b>9.</b>	<b><u>Information Technology Services</u></b>			
<b>NEW</b>	<b>Return check fee</b>		\$	25.00
<b>10.</b>	<b><u>Library</u></b>			
<b>NEW</b>	<b>Return check fee</b>		\$	25.00
<b>11.</b>	<b><u>Natural Resources Conservation Services</u></b>			
<b>NEW</b>	<b>Return check fee</b>		\$	25.00
<b>12.</b>	<b><u>Public Utilities - Solid Waste Division</u></b>			
<b>12.1.</b>	<b>Tipping Fees per ton</b>			
	<b>12.1.1. <del>Industrial and Commercial Waste</del> (MSW) (transfer station)</b>	<del>\$ 66.14</del>	\$	63.03
	<b>12.1.2. Construction and demolition waste (<del>landfill</del>)</b>	<del>\$ 55.32</del>	\$	63.03
	<b>12.1.4. Incorporated municipalities (MSW) within Halifax County (transfer station)</b>	<del>\$ 66.14</del>	\$	63.03
	<b>12.1.5. <del>Bulk construction and demolition waste (landfill) from a single site source</del> 2,500+ tons within a 60 calendar day timeframe <b>LCID (Land Clearing Inert Debris)</b></b>	<del>\$ 50.32</del>	\$	42.83
	<b>12.1.6. Disposal of Animals</b>	<del>\$ 47.00</del>	\$	63.03
<b>12.2.</b>	<b>Residential collection and disposal fee</b>	<del>\$ 131.87</del>	\$	128.18
<b>12.3.</b>	<b>Availability fee (per habitable dwelling)</b>	<del>\$ 43.32</del>	\$	42.55
	<b>12.3.1. Disposal fee</b>	<del>\$ 52.41</del>	\$	51.59
<b>12.4.</b>	<b>Return check fee</b>		\$	25.00

**Proposed Changes  
to the  
FY 19-20 Fee Schedule**

indexing will be corrected  
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**13. Public Utilities - Water Division**

**13.1. Rate Schedule**

**13.1.1.** Residential rates for water service in the County shall be as follows:

<b>13.1.1.1.</b> Zero gallons (monthly fee)	\$ <del>28.45</del>	\$ 28.84
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<b>13.1.1.2.</b> 0 plus gallon (rate per 1000 gallons)	\$ <del>3.32</del>	\$ 3.35
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**13.1.2.** Commercial rates for water service in the County shall be as follows:

<b>13.1.2.1.</b> Zero gallons (monthly fee)	\$ <del>28.45</del>	\$ 28.84
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<b>13.1.2.2.</b> 0 plus gallon (rate per 1000 gallons)	\$ <del>3.37</del>	\$ 3.40
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**13.1.4.** Bulk rates for water service in the County shall be as follows:

<b>13.1.4.1.</b> 0 plus gallons (rate per 1000 gallons)	\$ <del>3.22</del>	\$ 3.25
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**13.1.5.** Institutional rates for water service in the County shall be as follows:

<b>13.1.5.1.</b> 0 plus gallons (rate per 1000 gallons)	\$ <del>4.45</del>	\$ 4.48
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**13.1.6.** Prison rates for water service in the County shall be as follows:

<b>13.1.6.1.</b> 0 plus gallons (rate per 1000 gallons)	\$ <del>8.32</del>	\$ 8.35
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**13.4. Other Fees**

<b>13.4.1.</b> Security deposit	\$ 75.00	
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<b>NEW</b> Security deposit with no SSN		\$ 125.00
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<b>13.4.5.</b> Return check penalty	\$ <del>30.00</del>	\$ 25.00
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**14. Register of Deeds**

<b>NEW</b> Return check fee		\$ 25.00
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**15. Sheriff and Jail**

<b>NEW</b> Return check fee		\$ 25.00
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**16. Social Services**

<b>NEW</b> Return check fee		\$ 25.00
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**17. Tax Department**

<b>NEW</b> Return check fee (per NCGS 105-357(b)(2) - \$25 or 10% of the amount of the check or electronic payment, whichever is greater, subject to a maximum of \$1,000	
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**AGENDA**  
**Halifax County Board of Commissioners**  
**Regular Meeting**

**TO:** Halifax County Board of Commissioners

**FROM:** Vernon J. Bryant, Chairman

**PRESENTER:** Vernon J. Bryant, Chairman

**SUBJECT:** Eastern Carolina Christian College and Seminary Letter of Support

**DATE:** April 1, 2019 Regular Meeting

---

**SUPPORTING INFORMATION:**

Dr. Ervin V. Griffin, Sr., President Emeritus, Halifax Community College, is requesting a letter in support of the Eastern Carolina Christian College & Seminary's semi-final application for the Z. Smith Reynolds Foundation Inclusive Public Art Grant Initiative. The letter of support is attached for your review and approval.

**ATTACHMENTS:**

Description

- ▢ Eastern Carolina Christian College and Seminary - Letter of Support

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**TOTAL COST:**

**COUNTY COST:**

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**REQUEST:** Approve the letter of support.

# 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](http://www.halifaxnc.com)

March 15, 2019

Z. Smith Reynolds Foundation  
102 West Third Street, Suite 1110  
Winston Salem, North Carolina 27101

RE: Z. Smith Reynolds Foundation Inclusive Public Art Grant Initiative

To Whom It May Concern:

The Halifax County Board of Commissioners is pleased to support the Eastern Carolina Christian College & Seminary's semi-final application for the Z. Smith Reynolds Foundation Inclusive Public Art Grant Initiative.

The Eastern Carolina Christian College & Seminary seeks grant funding to tell the untold story of Mrs. Sarah Keys Evans, a young African American woman in the Women's Army Corps who refused to move to the back of the bus in 1952, three years before Rosa Parks. An unsung Civil Rights pioneer, Sarah Keys Evans courageous testimony about that hot August evening in Roanoke Rapids, North Carolina, eventually led to a legal ruling outlawing bus seating segregation while traveling from state to state. Your foundation's opportunity to depict this often-untold Civil Rights story through public art would be a vital investment and monumental milestone for the Roanoke Valley, which we believe will restore a sense of pride to a community that is too familiar with the stigma of race-related issues like those experienced by Sarah Keys Evans over 65 years ago. Sharing her important story will undoubtedly spark interest and meaningful dialogue for generations to come.

The Halifax County Board of Commissioners supports the Eastern Carolina Christian College & Seminary's final application to the Z. Smith Reynolds Foundation Inclusive Public Art Grant Initiative so the story of Sarah Keys Evans can be shared with local citizens and visitors alike. Sarah Keys Evans remarkable contribution to the Civil Rights movement in the 1950s proves her untold story helped to bring about big change. With your initiative, the Eastern Carolina Christian College & Seminary and its partners can engage our diverse community in conversation about our past, present, and future that will resonate and connect us all.

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**



March 15, 2019

Page 2

We respectfully request your consideration to select Eastern Carolina Christian College & Seminary and the untold story of Sarah Keys Evans for funding by the Z. Smith Reynolds Foundation Inclusive Public Art Grant Initiative.

With kindest regards, I am

Sincerely,

Vernon J. Bryant, Chairman  
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/Assistant to the County Manager

**PRESENTER:** County Commissioners

**SUBJECT:** Approval of Closed Session Minutes

**DATE:** April 1, 2019 Regular Meeting

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**SUPPORTING INFORMATION:**

The draft minutes of the February 4, 2019 and February 18, 2019 Closed Session Meetings have been previously provided for your review. A copy of these minutes will also be provided during the meeting for your approval.

**ATTACHMENTS:**

Description

No Attachments Available

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**TOTAL COST:**

**COUNTY COST:**

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**REQUEST:** Approve the minutes of the Closed Session Meetings.