

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 March 11, 2019 Regular Meeting 9:30 AM

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

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

Call to Order

Chairman Vernon J. Bryant

Invocation and Pledge of Allegiance

Adoption of the Agenda

Conflict of Interest

Chairman Vernon J. Bryant

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

1. Consent Agenda

County Commissioners

- A. Approval of Minutes
- B. Budget Amendments
- C. Property Tax Refunds and Releases - February 2019
- D. SHIP Medicare Improvements for Patients and Providers Act

2. Special Recognition

- A. Retirement Resolution - Patricia C. Yarboro

County Commissioners

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

4. Agenda Items

- A. District Court Upgrades
- B. Halifax Community College Mid-Year Update Presentation
- C. Homework Help Pilot Program

**Honorable Brenda G. Branch, Chief
District Court Judge**

**Dr. Michael A. Elam, Halifax
Community College President**

Ginny Orvedahl, Library Director

5. Board Appointments

- A. Board Appointments

County Commissioners

6. Economic Development Report

7. County Manager's Report

- A. Retirement Resolution - Mary W. Gregory

8. County Attorney's Report

- A. Approval of Loan from Halifax EMC for Patrol Cars

M. Glynn Rollins, Jr., County Attorney

9. Other Business

County Commissioners

- A. Resolution in Honor of Robertha McGuire Wade

Vernon J. Bryant, Chairman

10. Closed Session

County Commissioners

11. Adjourn

County Commissioners

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



AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

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

SUBJECT: Approval of Minutes

DATE: March 11, 2019 Regular Meeting

SUPPORTING INFORMATION:

Attached, please find draft minutes for your review.

ATTACHMENTS:

Description

- ▢ December 3, 2018 Regular Meeting
- ▢ December 7, 2018 Regular Meeting
- ▢ January 7, 2019 Regular Meeting
- ▢ January 22, 2019 Regular Meeting

TOTAL COST:

COUNTY COST:

REQUEST: Approve the draft minutes.

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

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

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

PRESENT: Honorable J. Rives Manning, Jr., Vice Chairman
Honorable Carolyn C. Johnson
Honorable Marcelle O. Smith
Honorable Vernon J. Bryant, Chairman
Honorable T. Patrick W. Qualls (Left the meeting at 10:57 A. M.)
Honorable Linda A. Brewer

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

Call to Order

Chairman Bryant called the meeting to order.

Adoption of the Agenda

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

Conflict of Interest

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

1. Consent Agenda

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

A. Approval of Minutes

Andrea H. Wiggins, Clerk to the Board, requested that the Board approve the draft minutes of the May 21, 2018 Regular Meeting, June 4, 2018 Regular Meeting, June 18, 2018 Regular Meeting, and July 9, 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 - November 2018

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. 2019 Board of Commissioners Meeting Schedule.

Andrea H. Wiggins, Clerk to the Board, requested that the Board approve the 2019 Board of Commissioners Meeting Schedule.

E. Computers in Libraries Conference Scholarship

Ginny Orvedahl, Library Director, requested that the Board approve the submission of the Computers in Libraries Conference Scholarship application, the receipt of funds if awarded, and authorize the appropriate staff to execute the documents.

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

India King, 4108 Ridgecrest Road, Littleton, addressed the Board and requested that she not be required to pay the collection, disposal, and availability fees on her property as it had been unoccupied and not fit for human habitation. Chairman Bryant requested that the County Manager research this matter and respond to Ms. King by letter and also send a copy of the letter to the Board.

3. Agenda Items

A. Halifax County Stepping-Up Mental Health Program

Dr. Deron Coy, Correctional Behavioral Health, addressed the Board and provided a brief PowerPoint presentation regarding the Halifax County Stepping-Up Mental Health Program and the Halifax County Jail Pilot Program. The goals of the Stepping-Up Program were to assess the percentage of serious and persistently mentally ill in the jail, provide ongoing mental health treatment to detainees with an emphasis on the serious and persistently mentally ill, and explore alternative sentencing for the serious and persistently mentally ill. The ultimate goal was pre-bookings diversion for the serious and persistently mentally ill from the jail. From January to mid-November there were 173 individual mental health sessions held with 55 detainees. The booking and medical intake forms, medication records, available history and in-jail assessments indicated 10% to 15% of the jail population met the criteria for serious and persistently mentally ill, which consisted of psychotic disorders, bipolar disorder, and severe depression. Of the 55 detainees that were assessed, 47% were serious and persistently mentally ill, 20% were moderately to mildly depressed, 13% were primarily substance abuse, 11% had no diagnosis, and the remainder had intellectual limitations, antisocial based tendencies, or anxiety. Meeting the goals consisted of assessing the prevalence and provide initial and ongoing treatment within weeks of being online for videoconference, and establish alternative sentencing with the assistance of Mental Health Court through ongoing efforts with Brenda G. Branch, Chief District Court Judge, Visions Behavioral Health, and Cardinal Innovations.

B. Parks and Recreation Advisory Board Bylaws Amendments

Ian M. Bumgarner, Halifax County Parks and Recreation Advisory Board, addressed the Board and requested the approval of amendments to the bylaws as follows: Article II - Appointment and Composition of the Board, Section 1. The Advisory Board shall not exceed ~~fifteen (15)~~ ten (10) members that represent the diverse nature of Halifax County. Article III - Officers of the Board, Section 1. The Deputy County Manager, or his or her appointee, shall serve as Secretary to the Board and will have no vote. Section 2. ~~Officers shall serve for one year from election with eligibility for re-election.~~ Officers shall be elected each year, with eligibility for re-election in December and shall serve for one year beginning in January of the following year. Article IV - Duties of the Officers, Section 3. As the Secretary of the Board, the Deputy County Manager, or his or her appointee, may delegate all or part of the duties to another County Management staff member, but shall hold the office of the Secretary and shall be held responsible for the satisfactory accomplishment of the secretarial duties. Article VII - Meetings and Quorum, Section 2. In addition, special meetings shall be called upon written request by ~~eight or more~~ a majority of Board members. Article X - Communication with Board of Commissioners, Section 1. The Advisory Board ~~may periodically~~ will report biannually to the Board of Commissioners any updates regarding grants, projects, or other matters that may be of interest to the County Commissioners to keep them updated on the work of the Advisory Board.

Tony N. Brown, County Manager, recommended that the Board change biannually to annually similar to requirements of other boards/committees/commissions. It was the consensus of the Board to approve the recommendation of the County Manager.

Commissioner Manning recommended the following amendments for clarification as follows: Article III - Officers of the Board, Section 2. ~~Officers shall serve for one year from election with eligibility for re-election.~~ Officers shall be elected each year in December and shall

serve for one year beginning in January of the following year, with eligibility for re-election. Article VII - Meetings and Quorum, Section 2. In addition, special meetings shall be called upon written request by ~~eight or more~~ a majority of total Board members. It was the consensus of the Board to approve the recommendations of Commissioner Manning.

Commissioner Brewer moved to approve the amendments to the bylaws of the Parks and Recreation Advisory Board. Commissioner Manning seconded the motion, which passed unanimously by voice vote.

C. C. D. Williams Construction Company, Inc.

C. Shane Lynch, Tax Assessor, addressed the Board stating that all businesses were required to list any business-related personal property and/or business-related improvements to leased real property during the annual listing period each year. When a business did not accurately list their personal property or list it at all, N. C. G. S. §105-312 allowed the Assessor to create a discovery bill for the current year and for any of the preceding five years during which it escaped taxation. The same statute allowed the Tax Assessor and Tax Collector to add a penalty of 10% of the amount of the tax for the earliest year in which the property was not listed, plus an additional 10% of the same amount for each subsequent listing period that elapsed before the property was discovered. The statute also provided the Board with the authority to compromise, settle, or adjust the taxes and penalty. The Board was provided letters from the accountant of C. D. Williams Construction Company, Inc., a breakdown of penalties, and a copy of N. C. G. S. §105-312 regarding discovered property, appraisal and penalty. He explained that the International Registration Plan listing was confusing to the Tax Department and other counties; however, it was the responsibility of the taxpayer to list all their property. It was requested that the Board decide whether to compromise, settle, or adjust the taxes and penalty in the total amount of \$2,706.54 regarding C. D. Williams Construction Company, Inc.

Charlie Williams, C. D. Williams Construction Company, Inc., requested that the Board waive the penalties based on the confusing rules of the International Registration Plan that no one could explain or understand including the Tax Department. He explained that all of his vehicles were registered with the Department of Motor Vehicles and that he listed the vehicles based on his understanding of the rules and was not trying to intentionally avoid paying taxes. Commissioner Qualls left the meeting.

Commissioner Smith moved to approve a compromise regarding C. D. Williams Construction Company, Inc., that a 10% penalty would be applied for each year from 2013 through 2018, which would reduce the penalty from \$2,704.54 to \$882.15 based upon the information Mr. Williams presented and the confusion regarding the International Registration Plan. Commissioner Manning seconded the motion, which passed unanimously by voice vote.

D. Health Department New Clinical Fees

Bruce Robistow, Health Department Director, addressed the Board requesting the approval of new clinical fees that were approved by the Board of Health during its November 26, 2018 Meeting as follows: Nexplanon Insertion \$107 and Nexplanon Removal \$107.

Commissioner Johnson moved to approve the Health Department new clinical fees. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

E. Roanoke Rapids Graded School District Lottery Funds Request

Mary W. Duncan, Finance Director, addressed the Board requesting the approval of the Roanoke Rapids Graded School District lottery funds request regarding the debt service on the Manning Elementary School in the amount of \$200,000.

Commissioner Brewer moved to approve the Roanoke Rapids Graded School District lottery funds request regarding the debt service on the Manning Elementary School in the amount of \$200,000. Commissioner Smith seconded the motion, which passed unanimously by voice vote.

4. Board Appointments

Health Board

Commissioner Johnson moved to reappoint Justin Blackmon, Donald Crowder, Eloise P. Hardee, Belinda Hill, Eric Nicholson, Kimberly Mack, Carol Anne Rupe, and Melissa Woodruff to serve on the Health Board, terms expiring December 31, 2021. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

Parks and Recreation Advisory Board

Commissioner Manning moved to appoint Hattie Staton to replace Loraine Searcy on the Parks and Recreation Advisory Board, term expiring September 30, 2021. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

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

Tony N. Brown, County Manager, addressed the Board and provided a copy of the North Carolina Tier Designations. He reminded the Board of the Retreat that was scheduled for Friday, December 7, 2018 at the Center for Energy Education at 9:00 A. M. and distributed an assignment to be completed in preparation of the meeting called Charting a Future Course.

7. County Attorney's Report

A. Offers to Purchase County Property - East 10th Street and Park Avenue, Roanoke Rapids

M. Glynn Rollins, Jr., County Attorney, addressed the Board stating that during the November 5, 2018 Regular Meeting, the Board received information regarding two offers to purchase certain County property in the Forest Hills Shopping Center, Roanoke Rapids. One offer was from Cynthia M. Fowler, Trustee under the Mildred V. Medlin Revocable Trust, to purchase a tract fronting 56 feet, more or less, on East 10th Street, running back 148 feet, more or less, for a price of \$1,500. The second offer was also from Cynthia M. Fowler for the purchase of a tract fronting 14 feet on Park Avenue, running back 140 feet, for a price of \$500. The Board authorized the sale of both tracts by the offer and upset bid process set forth in N. C. G. S. §160A-269 after which both tracts were advertised for upset bids and no upset bids were received; therefore, the Board must decide whether to accept the two offers. It was requested that if the Board desired to accept either offer, the resolutions must be adopted, which are attached to these minutes as Attachment B.

Commissioner Manning moved to adopt the resolution to accept the offer for the purchase of County property being sold by negotiated offer and upset bid process pursuant to N. C. G. S. §160A-269 regarding Forest Hills Shopping Center, Park Avenue Tract, and the resolution to accept the offer for the purchase of County property being sold by negotiated offer and upset bid process pursuant to N. C. G. S. §160A-269 regarding Forest Hills Shopping Center, East 10th Street Tract. Commissioners Brewer seconded the motion, which passed unanimously by voice vote.

B. North Carolina Department of Transportation Offer to Purchase Property.

M. Glynn Rollins, Jr., County Attorney, addressed the Board stating that on November 13, 2018, the County received an offer from the North Carolina Department of Transportation to purchase the necessary right-of-way area located at EMS Station 6 at the corner of Highway 125 and American Legion Road. The offer was in the amount of \$39,725 and was accompanied by an appraisal. On November 27, 2018, County staff made a counter offer of \$50,000 and required the installation of bollards at the southeast corner of the EMS Station and around the emergency generator on the south side of the building. On November 30, 2018, the North Carolina Department of Transportation agent informed the County that they would be willing to pay \$52,000 for the right-of-way, but would prefer that the County install the bollards, hence the additional \$2,000.

Commissioner Brewer moved to approve the North Carolina Department of Transportation offer to purchase the right away area located at EMS Station 6 in the amount of \$52,000 and to authorize the appropriate staff to execute the documents. Commissioner Manning seconded the motion, which passed unanimously by voice vote.

8. Other Business

Commissioner Johnson reminded the Board that during the November 19, 2018 Regular Meeting she requested a copy of the Sheriff's Annual Report, which had not been received. Chairman Bryant requested that the Clerk to the Board contact the Sheriff regarding this matter and provide copies to the Board.

9. Closed Session

A. Approval of Closed Session Minutes

Commissioner Manning moved to approve the June 18, 2018 and July 9, 2018 Closed Session minutes that would remain sealed until allowed to be released. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

10. Announcement - Halifax County Schools Annual Luncheon

The Board left the Historic Courthouse at approximately 12:00 Noon to attend the Halifax County Schools Annual Luncheon.

11. Adjourn until December 7, 2018 Retreat

With there being no further matters to come before the Board, Commissioner Smith moved to adjourn the meeting until December 7, 2018 Retreat at 9:00 A. M. at the Center for Energy Education. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.


Vernon J. Bryant, Chairman
Halifax County Board of Commissioners

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

Attachment A

Budget Amendments	Fiscal Year 18 - 19	December 3, 2018
1	Governing Body - Transfer funds from Contingency for the increased actuarial cost of the GASB 75 OPEB report (mandatory)	\$ 1,195.00
2	Transport & Support Services - Transfer funds from Contingency for the cost of the retirement (LERS) audit (mandatory)	8,960.00
3	Sheriff - Budget revenue from the 2019 calendar fundraiser to be used for department's employee appreciation functions	3,000.00
4	Cooperative Extension - Farmer's Market - Budget additional funds towards telephone expense	170.00
5	Library - Decrease estimated FY 19 NC Library State Aid to actual per notification	999.00
6	Cooperative Extension - Extension Agent Program - Budget donations received during Harvest Days	20.00
7	EMS - Budget insurance proceeds from a not-at-fault motor vehicle accident	148.41
8	NC Public School Capital Building Fund - Lottery - Reimburse the state for FY 18 Sales Tax Refund to be used for future projects	5,759.89

Approved: December 3, 2018


Vernon J. Bryant
Chairman

RESOLUTION TO ACCEPT OFFER FOR PURCHASE OF COUNTY PROPERTY
BEING SOLD BY NEGOTIATED OFFER AND UPSET BID PROCESS
PURSUANT TO G. S. 160A-269
(Forest Hills Shopping Center - Park Avenue Tract)

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

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

WHEREAS, on or about October 23, 2018, the County received an offer from Cynthia M. Fowler to purchase a portion the property for the amount of \$500.00, accompanied by the required 5% deposit, said portion of property being described as follows:

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

WHEREAS, on November 5, 2018, after considering the offer to purchase from Fowler, the Board of Commissioners authorized the sale of the Property by upset bid pursuant to G.S. 160A-269; and

WHEREAS, on November 26, 2018, after advertisement as required by law, no upset bids were received and the aforementioned offer from Fowler dated October 23, 2018, was the only qualified bid received on the Property;

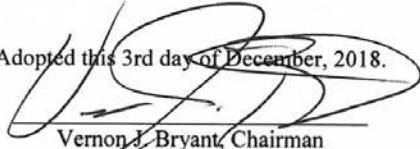
NOW, THEREFORE, BE IT RESOLVED, that the offer of \$500.00 made by Cynthia M. Fowler, be and hereby is accepted, and the Chairman of the Halifax County Board of Commissioners and appropriate county staff are hereby authorized to execute such instruments as may be needed to effect the sale of the Property under the following terms and conditions:

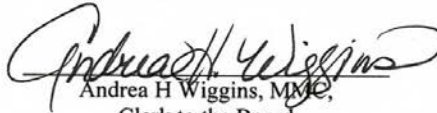
1. The buyer must pay with cash or certified funds at closing.

Attachment B

2. In addition to the purchase price, the buyer must reimburse the County for all advertising costs incurred throughout the upset bid process.
3. The County will bear no closing or other cost in connection with the sale.
4. Conveyance of the Property will be by special warranty deed, subject to all defects in title when the Property was acquired by the County.
5. Notwithstanding the legal description above, the legal description on the instrument of conveyance will be prepared from or referenced to a survey to be provided by the buyer, approved by the City of Roanoke Rapids planning office, and recorded in the Halifax County Register of Deeds Office.
6. As the Property was acquired by tax foreclosure, the proceeds of sale will be distributed in the manner required under G.S. 105-376.

Adopted this 3rd day of December, 2018.


Vernon J. Bryant, Chairman
Halifax County Board of Commissioners


Andrea H. Wiggins, MMC,
Clerk to the Board

RESOLUTION TO ACCEPT OFFER FOR PURCHASE OF COUNTY PROPERTY
BEING SOLD BY NEGOTIATED OFFER AND UPSET BID PROCESS
PURSUANT TO G. S. 160A-269
(Forest Hills Shopping Center - East Tenth Street Tract)

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

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

WHEREAS, on or about October 23, 2018, the County received an offer from Cynthia M. Fowler, Trustee under the Mildred V. Medlin Revocable Trust f/b/o Clarence K. Medlin, to purchase a portion the property for the amount of \$1,500.00, accompanied by the required 5% deposit, said portion of property being described as follows:

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

WHEREAS, on November 5, 2018, after considering the offer to purchase from Fowler, the Board of Commissioners authorized the sale of the Property by upset bid pursuant to G.S. 160A-269; and

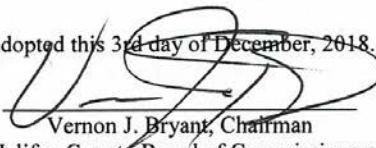
WHEREAS, on November 26, 2018, after advertisement as required by law, no upset bids were received and the aforementioned offer from Fowler, as Trustee, dated October 23, 2018, was the only qualified bid received on the Property;

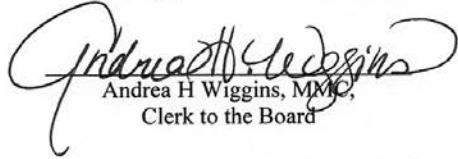
Attachment B

NOW, THEREFORE, BE IT RESOLVED, that the offer of \$1,500.00 made by Cynthia M. Fowler, Trustee, be and hereby is accepted, and the Chairman of the Halifax County Board of Commissioners and appropriate county staff are hereby authorized to execute such instruments as may be needed to effect the sale of the Property under the following terms and conditions:

1. The buyer must pay with cash or certified funds at closing.
2. In addition to the purchase price, the buyer must reimburse the County for all advertising costs incurred throughout the upset bid process.
3. The County will bear no closing or other cost in connection with the sale.
4. Conveyance of the Property will be by special warranty deed, subject to all defects in title when the Property was acquired by the County.
5. Notwithstanding the legal description above, the legal description on the instrument of conveyance will be prepared from or referenced to a survey to be provided by the buyer, approved by the City of Roanoke Rapids planning office, and recorded in the Halifax County Register of Deeds Office.
6. As the Property was acquired by tax foreclosure, the proceeds of sale will be distributed in the manner required under G.S. 105-376.

Adopted this 3rd day of December, 2018.


Vernon J. Bryant, Chairman
Halifax County Board of Commissioners


Andrea H. Wiggins, MMC,
Clerk to the Board

**MINUTES
HALIFAX COUNTY
BOARD OF COMMISSIONERS
RETREAT
REGULAR MEETING
DECEMBER 7, 2018**

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

The Halifax County Board of Commissioners held a Retreat on Friday, December 7, 2018, at 9:00 A. M. at the Center for Energy Education, Roanoke Rapids, 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
Neil Emory, North Carolina Association of County Commissioners
Andrea H. Wiggins, MMC, Clerk to the Board/Assistant to the County Manager
M. Glynn Rollins, Jr., County Attorney
Dia H. Denton, Deputy County Manager
Mary W. Duncan, Finance Director
Renee Perry, Human Resources Management Director
Ian M. Bumgarner, Senior Management Analyst

Call to Order

Chairman Bryant called the meeting to order.

Invocation and Pledge of Allegiance

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

Adoption of the Agenda

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

Conflict of Interest

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

1. Opening - 2018 Accomplishments

Tony N. Brown, County Manager, addressed the Board and welcomed everyone present. He then reviewed the 2018 Accomplishments that had been provided for the Board's review and discussion.

2. Charting a Future Course

Neil Emory, North Carolina Association of County Commissioners, Facilitator, addressed the Board and conducted a brief exercise entitled Charting a Future Course in regards to long-term and short-term goals. In preparation for the Retreat, the Commissioners were asked to provide two major goals that the County would be faced with, propose an action plan on how to facilitate strategic planning, and provide the cost associated with the goals.

Commissioner Bryant stated that his first goal was regarding the opening and full operation of Klausner Lumber Two. A brief discussion was held regarding the continued delays and the importance of Klausner Lumber Two opening, being fully operational, and providing jobs in the County. The second goal was the renovation or replacement of a new Weldon Stem High School Career Academies. A brief discussion was held regarding a plan for improving the high school, average daily membership, strategic planning, financing, use of lottery funds, building a prototype school, and taking into consideration the needs of the students attending Weldon Stem High School Career Academies and the request of Weldon City Schools Board of Education.

Commissioner Brewer stated that her first goal was regarding mental health and social security. A brief discussion was held regarding a declining and aging population and its impact on services the County provided, inclining young adults to relocate to the County and raise a family, lack of employment opportunities, untrained workforce and the need for workforce development, and if the Board was not in favor of raising taxes how would the County meet the need for required health and social services. The second goal was regarding broadband. A discussion was held regarding establishing broadband across the entire County to assist children with their educational needs and for all North Carolina counties to press upon the General Assembly the need for broadband distribution, especially in rural areas.

Commissioner Johnson stated that her first goal was improving education. A brief discussion was held regarding improving education by ensuring that the academic requirements were met by each school that would enable all students to excel educationally and to be able to compete globally. The second goal was regarding broadband. A brief discussion was held in regards to the accessibility of broadband in the entire County, the educational impact on students,

and how local governments could band together in addressing the General Assembly regarding the need for broadband.

Commissioner Qualls stated that his first goal was to improve water quality. A brief discussion was held regarding futile efforts to improve water quality by partnering with the Town of Weldon to build a new water plant, and that the County had made some improvements; however, further improvements were needed to improve water quality. The second goal was regarding the tremendous needs of the County. A brief discussion was held regarding financing the cost of a jail expansion due to the overpopulation of inmates; a new Weldon Stem High School Career Academies, capital projects, funding programs that were mandated and not funding the programs that were not mandated; severe inequity in employee compensation; and the need to facilitate better education and providing equitable structure, mentoring, and support for all students, especially for the students that do not have the resources and support at home. A discussion was held regarding raising taxes for a poor County and the need to be more prudent regarding spending.

Commissioner Smith stated that his first goal was the Jail expansion. A brief discussion was held regarding when the Board would address the needs of the jail concerning the overpopulation of inmates, cost of transporting and housing inmates in other localities, administrative code violations, and the cost of financing a new jail expansion. The second goal was how to retain trained employees from leaving due to higher salaries in neighboring localities, how to recruit and retain the younger population, and to provide safe constructive recreation and vocational training for youth in the County.

Commissioner Manning stated that his first goal was to improve employee customer service and communication skills. A brief discussion was held regarding the level of customer service that County departments were providing to the public when answering telephone calls. It was requested that the County Manager have a discussion during the next Department Head Meeting and direct staff to state their name when answering telephone calls so that the public would know with whom they were communicating. The second goal was funding needs and not wants and collecting and accounting for all County funds. A brief discussion was held regarding making sure that all property was properly listed and billed.

Chairman Bryant provided the blessing and the Board recessed for lunch.

3. Charting a Future Course Continued

Mr. Emory reviewed the submission from the Management Team in regards to long-term and short-term goals as follows: 1. Employee total compensation which included a pay study, employee pay to include cost of living allowance and performance pay, health savings account funds, and 401K contribution. 2. Capital Improvement Plan/Capital Reserve Fund. 3. County rebranding and vision which included moving into the 21st century, taking advantage of County resources, and charting a bigger and brighter future for the County. 4. Technology/Broadband included providing access to citizens. 5. Education funding which included the selling of surplus property, money towards school capital improvements with the County being one of the lowest per pupil spending in North Carolina. A discussion was held regarding the different types

of strategic planning and reserving funds for building schools, jails, and other future infrastructure needs; employee training; employee compensation; making sure employees had what was needed to do a great job for the County; and partnering with the Halifax Community College regarding workforce investments.

Mr. Emory expressed how important it was to recognize issues and what could be done to begin moving forward with a strategic plan, capital improvement plan, capital reserve fund, surveying employees regarding what could be done better, and contacting the college regarding workforce investments and training. It was recommended that the Board have discussions and provide direction regarding strategic planning and facilitate groups moving forward.

4. Halifax County Boards and Commissions

Tony N. Brown, County Manager, addressed the Board and inquired if there was anyone that wanted to serve on a different board or commission that had a commissioner appointment. He provided a list of the Halifax County Boards and Commissions. Mr. Emory stated that there were boards and commissions that were not currently meeting or was being recommended to be dissolved such as the Grievance Committee, EMS Advisory Committee, Halifax County Human Relations Commission, and Solid Waste Advisory Board. After a brief discussion was held, it was requested that the County Manager place this matter on an upcoming agenda and provide background information along with explanations regarding why the highlighted boards and commissions should be dissolved based on whether they were active or inactive, mandated by statute, and those that had difficulties meeting due to the lack of a quorum. Commissioner Brewer left the meeting.

5. Halifax County Budget

Mary W. Duncan, Finance Director, addressed the Board and provided an update regarding the history of Fund Balance for the years 2004-2018. The unaudited total Fund Balance was in the amount of \$31,097,877; 50.88% and the unassigned Fund Balance was in the amount of \$12,472,502; 20.41%. She then reviewed the FY 2018-2019 General Fund Debt Payment Schedule and FY 2019 Revenue Projection.

Dia H. Denton, Deputy County Manager, addressed the Board and reviewed the 2019-2020 Departmental Capital Outlay which consisted of total new and recurring capital as follows: County Funds \$2,759,353; Public Utilities \$354,800; and Tax Revaluation \$8,000.

M. Glynn Rollins, Jr., County Attorney, addressed the Board and provided a list of county owned property that was currently not being used for review. He requested that the Board consider implementing a capital reserve fund that would list the names of the projects and assist the Board in planning how to fund the projects over the next five to ten years and would be utilized in conjunction with the capital improvement plan. It was the consensus of the Board to authorize that the County Attorney provide examples of funding mechanisms.

Tony N. Brown, County Manager, stated that each year the Board needed to determine whether to change its method of distribution of local sales and use taxes from the ad valorem

method to the per capita method. It was the consensus of the Board to continue with the ad valorem method of distribution.

Renee Perry, Human Resources Management Director, addressed the Board and provided a brief report regarding the total compensation of the County. It was requested that the Board consider a County contribution for a 401K match from 1% to 5% for eligible employees, approve and implement a pay study, and a 5% cost of living increase. It was the consensus of the Board that the County Manager would provide the cost of a pay study. After a brief discussion was held, Commissioner Manning suggested that the County Manager include a 2%, 3%, 4%, and 5% cost of living increase in the budget for consideration. Commissioner Qualls suggested that the County Manager use the same process that was used during the last budget work session in which employee compensation was already included in the budget.

6. Adjourn until January 7, 2019 Regular Meeting at 9:30 A.M.

With there being no further matters to come before the Board, Commissioner Smith moved to adjourn the meeting until the January 7, 2019 Regular Meeting. Commissioner Manning seconded the motion, which passed unanimously by voice vote.

Vernon J. Bryant, Chairman
Halifax County Board of Commissioners

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

**MINUTES
HALIFAX COUNTY
BOARD OF COMMISSIONERS
REGULAR MEETING
January 7, 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, January 7, 2019, at 9:30 A. M. in the Historic Courthouse, Halifax, North Carolina.

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

ABSENT: Honorable Carolyn C. Johnson

Call to Order

Chairman Bryant called the meeting to order.

Invocation and Pledge of Allegiance

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

Adoption of the Agenda

Chairman Bryant requested that Item 4D. White's Auto, LLC, and White Ford, LLC, be removed from the agenda.

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

Conflict of Interest

Chairman Bryant stated that under Item 3. Public Comment Period that Paul W. Heaton, Jr., had signed up to make comments and that he worked with his wife, Ellen Heaton, Heaton Real Estate. There was no other conflict of interest noted by any member of the Board.

1. Consent Agenda

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

A. Budget Amendments

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

B. Acceptance of K9 Vest Donation

Sheriff S. Wes Tripp, Sheriff's Office, requested that the Board approve the receipt of a donation from James Allen for a K9 vest in the amount of \$732.15

C. Property Tax Releases - December 2018

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

2. Special Recognitions

A. Retirement Resolution - Reaver R. Gay, Department of Social Services

Commissioner Manning read and presented a retirement resolution to Reaver R. Gay, Department of Social Services, which is attached to these minutes as Attachment B.

Commissioner Manning moved to adopt the retirement resolution honoring Reaver R. Gay, Department of Social Services. Commissioner Smith seconded the motion, which passed unanimously by voice vote.

B. Retirement Resolution - Lawrence R. Langley, Operations Department

Commissioner Brewer read and presented a retirement resolution to Lawrence R. Langley, Operations Department, which is attached to these minutes as Attachment C.

Commissioner Brewer moved to adopt the retirement resolution honoring Lawrence R. Langley, Operations Department. Commissioner Manning seconded the motion, which passed unanimously by voice vote.

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

Paul W. Heaton, Jr., 309 Long Circle, Roanoke Rapids, addressed the Board and expressed concerns regarding hunting deer with dogs in the County and the trespassing of dogs on his private property. He explained that he was not against regulating weapons and hunting; however, was requesting that the Board develop some form of regulation that law enforcement could enforce regarding the trespassing of hunting dogs on private property.

David A. Box, 83 Berkshire Drive, Littleton, addressed the Board and echoed the concerns of Mr. Heaton regarding hunting dogs trespassing on private property. He explained that he was not against dog hunting; however, expressed concerns regarding the lack of respect exhibited by the hunters and their dogs trespassing on private property. He requested that the Board adopt regulations that would protect the private property of landowners.

4. Agenda Items

A. City of Roanoke Rapids One Cent Local Option Sales and Use Tax

Emery G. Doughtie, City of Roanoke Rapids Mayor, addressed the Board and stated that on December 18, 2018, the Roanoke Rapids City Council adopted a resolution to pursue local legislation that would authorize a one cent local option sales and use tax referendum, which would sunset when the Roanoke Rapids Theatre loan was completely paid. The primary need of the City was to offset the renegotiated loan payments on the Roanoke Rapids Theatre, which was approximately \$980,000 per year. The City of Roanoke Rapids had been frugal in its spending and had not raised property taxes in over 12 years or sales and use taxes in 16 years. The additional revenue would generate approximately \$1 Million in revenue and improve the quality of life for its citizens by meeting the critical budgetary needs of the City. It was requested that the Board approve a letter of support regarding the efforts of the City of Roanoke Rapids to obtain a one cent local option sales and use tax in the City of Roanoke Rapids.

Commissioner Qualls moved to authorize the County staff to draft a letter of support that states that the County supported the concept of the City of Roanoke Rapids to obtain a one cent local option sales and use tax in the City of Roanoke Rapids. Commissioner Manning seconded the motion, which passed unanimously by voice vote.

B. 2018 Audit Report

James Bence, Mauldin and Jenkins, LLC, addressed the Board and provide a brief PowerPoint presentation regarding the 2018 Audit Report. The audit was performed in

accordance with auditing standards generally accepted in the United States of America and government auditing standards. The County received an unmodified clean opinion on basic financial statements and full cooperation was received from management and staff during the audit. The General Fund revenues were 1.8% less than the amended budgeted amount. Expenditures for many functional areas were less than budgeted by \$8.4 Million, 12.8%, from the operating budget. Human services was \$4.5 Million under budget and general government function was \$2.1 Million under budget. Several departments were under budget due to personnel vacancies and efforts to spend conservatively. Other financing sources included proceeds from the sale of capital assets as well as the issuance of a new EMS equipment lease. The budgeted use of Fund Balance was not needed to the extent anticipated, as actual revenues and other financing sources exceeded expenditures. The Water and Sewer Fund had an increase in net position in the amount of \$22,000 for the fiscal year ended June 30, 2018 and the Solid Waste Landfill had a decrease in the amount of \$267,000 to net position for the same period; however, both funds had a positive net position at the end of the year. The full 2018 Audit Report can be obtained by contacting the Finance Director.

Commissioner Manning moved to accept the 2018 Audit Report. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

C. Register of Deeds Report

Christie C. Avens, Register of Deeds, addressed the Board and provided the annual Register of Deeds Report. The FY 2017-2018 revenue totals in the amount of \$538,359.50 was generated from five different sources as follows: vital records \$66,790; recording fees \$147,940; excise stamp fees \$298,709; marriage licenses \$15,660; miscellaneous revenues \$8,934.50; and refunds \$326. A major goal of the Register of Deeds was the expansion of available online real estate records from 1905 through 1933 that would be completed in two phases. Phase one had been completed which consisted of scanning the indexes and phase two consisted of scanning the hard copy deed books that referenced the same date range as the indexes. Kofile Preservation had completely restored six older deed books and would continue to restore other deed books that needed repair. The Register of Deeds Office continued to participate in the statewide birth certificate issuance program that was offered by the North Carolina Vital Records. It was noted that 159 birth certificates were issued from outside the County, which was convenient to citizens and enhanced customer service.

Commissioner Smith moved to accept the Register of Deeds Report. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

D. North Carolina 911 Grant Update

Heather Joyner, E-911 Central Communications Manager, addressed the Board and reported that the North Carolina 911 Board Grant Committee completed a reconsideration review of the North Carolina 911 Grant application for the Halifax County 911 Regional Backup Center in the amount of \$8,500,000, which was approximately 98% of the estimated project cost. On December 7, 2018, the North Carolina 911 Board Grant Committee made a recommendation to the North Carolina 911 Board for 50% of the grant toward building a new Central

Communications 911 Center in the amount of \$4,067,779.98 that would also serve as a backup center for Warren and Franklin counties. The grant award was conditioned upon a written response to questions the Board needed to answer no later than January 8, 2019, before the grant agreement would be drafted and signed. The questions were as follows: Is Halifax County willing to accept the reduced amount of funds in the amount of \$4,067,779.98? Will the project be completed as described in the grant application with the awarded grant funds? Explain any changes either in funds or scope that may be associated with the grant award amount. It was requested that the Board approve the receipt of funds in the amount of \$4,067,779.98 and staff would continue to pursue additional grant funds as well as no/low-interest loans to support the project; decide whether the project would be completed as described in the grant application with the awarded grant funds; and explain any changes either in funds or scope that may be associated with the grant award amount.

Commissioner Smith moved to approve the receipt of North Carolina 911 Grant funds in the amount of \$4,067,779.98 and to authorize staff to draft a letter of acceptance with the understanding that the Board would have to do its due diligence regarding finding additional funding, and if the funds could not be obtained the County would not be able to move forward with the project. Commissioner Qualls seconded the motion, which passed unanimously by voice vote.

5. Board Appointments

Grievance Committee

Commissioner Qualls moved to reappoint Tony Brown, Frederick Bunch, and Kristen Scott to serve on the Grievance Committee, terms expiring January 31, 2021. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

Commissioner Manning moved to waive the term limits and reappoint Ed Johnson and Ginny Orvedahl to serve on the Grievance Committee, terms expiring January 31, 2021. Commissioner Qualls seconded the motion, which passed unanimously by voice vote.

Halifax - Northampton Regional Airport Authority

Commissioner Qualls moved to reappoint Vernon J. Bryant and Edward Lee Clements to serve on the Halifax - Northampton Regional Airport Authority, terms expiring January 31, 2022. Commissioner Smith seconded the motion, which passed unanimously by voice vote.

Commissioner Qualls moved to waive the term limit and reappoint Julia Meacham to serve on the Halifax - Northampton Regional Airport Authority, terms expiring January 31, 2022. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

Industrial Facilities and Pollution Control

It was the consensus of the Board to defer action on the Industrial Facilities and Pollution Control until the next meeting.

Juvenile Crime Prevention Council

Commissioner Smith moved to reappoint Valerie Asbell, Terry Buffaloe, Eric Cunningham, Chuck Hasty, Robin Johnson, Teresa King, Sonynia Leonard, Angela Moody, and Barbara Plum to serve on the Juvenile Crime Prevention Council, terms expiring January 31, 2021. Commissioner Qualls seconded the motion, which passed unanimously by voice vote.

Commissioner Smith moved to waive the term limits and reappoint Brenda Branch, Tony Brown, Doris Mack, and Marcelle Smith to serve on the Juvenile Crime Prevention Council, terms expiring January 31, 2021. Commissioner Manning seconded the motion, which passed unanimously by voice vote.

6. Economic Development Report

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

7. County Manager's Report

Tony N. Brown, County Manager, reminded the Board that the annual Youth Leadership Government Day would be held on February 27, 2019 at 9:00 A. M. until 12:00 Noon. A mock Board of Commissioners Meeting would be held to provide an opportunity for students to experience the challenges of being a commissioner and staff member.

8. County Attorney's Report

- A. North Carolina Department of Transportation Request - Right of Way at EMS Station 6

M. Glynn Rollins, Jr., County Attorney, addressed the Board stating that during the December 3, 2018 Regular Meeting, the Board approved granting a right of way and easement to the North Carolina Department of Transportation related to the improvements on Highway 125. Following that action, the North Carolina Department of Transportation representatives sent paperwork for execution by the County. After reviewing the paperwork, it was discovered that the North Carolina Department of Transportation was expecting to purchase fee simple title for the 0.074 acre right of way area; however, it was assumed that the request was for the right of way. There was no practical difference in conveying the right of way in fee simple title since the 0.074 acre of land would always be used as a highway. However, the Board did not formally approve the sale of the 0.074 acre tract to North Carolina Department of Transportation. It was requested that the Board adopt a resolution to convey County property to a unit of government pursuant to N. C. G. S. 160A-274 and grant easements in County property pursuant to N. C. G. S. 160A-273, which is attached to these minutes as Attachment D.

Commissioner Qualls moved to adopt a resolution to convey County property to a unit of government pursuant to N. C. G. S. 160A-274 and grant easements in County property pursuant

to N. C. G. S. 160A-273. Commissioner Brewer seconded the Board, which passed unanimously by voice vote.

- B. North Carolina Court of Appeals - Silver et al. v. The Halifax County Board of Commissioners

M. Glynn Rollins, Jr., County Attorney, addressed the Board stating that a unanimous opinion had been received and affirmed by the North Carolina Court of Appeals in upholding the previous lower court ruling regarding the Silver et al. v. The Halifax County Board of Commissioners.

9. Other Business

- A. Letter of Special Recognition - Lucille Parker Cheek 98th Birthday

Chairman Bryant requested that the Board approve a letter of special recognition in honor of the 98th birthday of Lucille Parker Cheek.

Commissioner Smith moved to approve a letter of special recognition in honor of the 98th birthday of Lucille Parker Cheek. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

10. Closed Session

There were no Closed Session matters for discussion.

11. Announcement - Halifax Central Communications Center Tour

- A. Halifax Central Communications Center Tour

The Board will tour the Halifax Central Communications Center.

12. Adjourn until January 22, 2019 Regular Meeting

Commissioner Smith moved to adjourn the meeting until the January 22, 2019 Regular Meeting. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

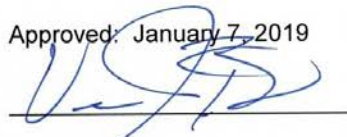
Vernon J. Bryant, Chairman
Halifax County Board of Commissioners

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

Attachment A

Budget Amendments	Fiscal Year 18 - 19	January 7, 2019
1	Sheriff - Budget insurance claim proceeds from a not-at-fault deer accident	\$ 1,544.12
2	DSS - Budget fundraising proceeds from Christmas funds for Foster Care	1,475.00
3	DSS - Adjust Low Income Energy Assistance Programs funds to actual per Funding Authorization dated 11-27-18	87,790.00
4	Cooperative Extension - County Extension Program - Budget additional funds	1,010.00

Approved: January 7, 2019



Vernon J. Bryant
Chairman

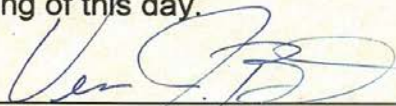
Resolution

✧ **WHEREAS, REAVER R. GAY**, decided to retire as a Social Work Supervisor III with the Halifax County Department of Social Services effective November Thirtieth of the Year Two Thousand and Eighteen; and

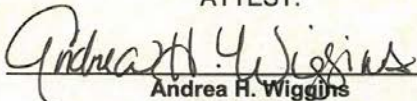
✧ **WHEREAS**, she has spent Thirty years with local government; Reaver has also served in many positions of honor in the community and State, as well as being a dedicated public servant to the citizens of Halifax County.

✧ **NOW THEREFORE BE IT RESOLVED** that on this day, Monday, January Seventh of the Year Two Thousand and Nineteen, the Halifax County Board of Commissioners did honor Reaver R. Gay with formal adoption of this resolution, to be recorded in the minutes of the meeting of this day.




Vernon J. Bryant, Chairman
Halifax County Board of Commissioners

ATTEST:


Andrea H. Wiggins
Clerk to the Board

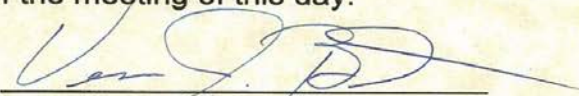
Resolution

✧ **WHEREAS, LAWRENCE R. LANGLEY**, decided to retire as an Assistant Director of Maintenance with the Halifax County Operations Department effective December Thirty-First of the Year Two Thousand and Eighteen; and

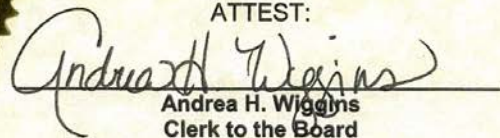
✧ **WHEREAS**, he has spent Thirty years with local government; Lawrence has also served in many positions of honor in the community and State, as well as being a dedicated public servant to the citizens of Halifax County.

✧ **NOW THEREFORE BE IT RESOLVED** that on this day, Monday, January Seventh of the Year Two Thousand and Nineteen, the Halifax County Board of Commissioners did honor Lawrence R. Langley with formal adoption of this resolution, to be recorded in the minutes of the meeting of this day.




Vernon J. Bryant, Chairman
Halifax County Board of Commissioners

ATTEST:


Andrea H. Wiggins
Clerk to the Board

Attachment D

Resolution to Convey County Property to a Unit of Government
Pursuant to G.S. 160A-274
and
Grant Easements in County Property
Pursuant to G.S. 160A-273

WHEREAS, Halifax County (the County) owns certain real property in Weldon Township, fronting 350 feet, more or less, on the west side of NC Highway 125, and fronting 190 feet, more or less, on the north side of SR 1683 (American Legion Road), containing 1.53 acres, more or less, being the site of Station No. 6 of the Halifax County Emergency Services system, and being the identical property acquired by the County by deed recorded in Book 2430, Page 32, Halifax Public Registry (the Property); and

WHEREAS, in connection with certain improvements on NC Highway 125 (Project No. 50162.2.1), the N.C. Department of Transportation (the Department) seeks to acquire the following interests in the Property:

- a. right of way in fee simple of a 0.0740 acre portion of the Property
- b. permanent utility easement over a 0.017 acre portion of the Property
- c. permanent drainage utility easement over a 0.115 acre portion of the Property
- d. temporary construction easement over a 0.080 portion of the Property; and

WHEREAS, a detailed description of the areas of land sought by the Department is attached hereto as Exhibit A; and

WHEREAS, the Department has offered compensation in the total amount of \$52,000.00 for the acquisition of the various interest in the Property; and

WHEREAS, the County desires to accept the compensation offered and to convey the interests in the Property sought by the Department; and

WHEREAS, G.S. 160A-274 provides that "[a]ny governmental unit may, upon such terms and conditions as it deems wise, with or without consideration, exchange with, lease to, lease from, sell to, or purchase from any other governmental unit any interest in real or personal property"; and

WHEREAS, under G.S. 160A-273, in combination with G.S. 153A-176, a county has authority to grant easements over, through, under, or across any county property; and

NOW, THEREFORE, BE IT RESOLVED, that the Halifax County Board of Commissioners accepts the offer made by the N. C. Department of Transportation and authorizes the Chairman and other necessary county officials to execute all documents necessary to sell and convey the fee interest in the Property and to grant the easements, all as described herein.

Adopted this 7th day of January, 2019.

Vernon J. Bryant, Chairman
Halifax County Board of Commissioners

Andrea H. Wiggins, MMC,
Clerk to the Board

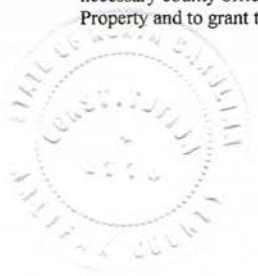


EXHIBIT A

Resolution to Convey County Property to a Unit of Government
Pursuant to G.S. 160A-274
and
Grant Easements in County Property
Pursuant to G.S. 160A-273

Dated January 7, 2019

Weldon Township, Halifax County, described as follows:

Right of Way described as follows:

Point of beginning being N 0°57'6.8" W, 177.709 feet from -L-, Sta. 56+00 thence to a point on a bearing of N 11°39'21.0" E 193.395 feet thence to a point on a bearing of N 80°1'34.7" W 9.441 feet thence to a point on a bearing of S 12°42'57.4" W 276.540 feet thence to a point on a bearing of N 56°21'35.5" E 21.096 feet thence to a point on a bearing of N 11°21'35.5" E 42.399 feet thence along a curve 25.982 feet and having a radius of 5030.000 feet. The chord of said curve being on a bearing of N 11°30'28.3" E, a distance of 25.982 feet returning to the point and place of beginning.

Permanent Utility Easement described as follows:

Area One:

Point of beginning being N 74°42'5.8" W, 199.479 feet from -L-, Sta. 56+00 thence to a point on a bearing of N 9°40'42.6" E 21.664 feet thence to a point on a bearing of N 80°19'17.4" W 22.286 feet thence to a point on a bearing of S 11°12'25.3" W 21.609 feet thence to a point on a bearing of S 80°9'51.5" E 20.434 feet thence along a curve 2.429 feet and having a radius of 5030.000 feet. The chord of said curve being on a bearing of S 80°9'1.7" E, a distance of 2.429 feet returning to the point and place of beginning.

Area Two:

Point of beginning being N 3°55'34.2" W, 192.044 feet from -L-, Sta. 56+00 thence to a point on a bearing of N 77°17'2.6" W 15.000 feet thence to a point on a bearing of S 9°21'7.1" E 39.925 feet thence to a point on a bearing of N 12°42'57.4" E 37.000 feet returning to the point and place of beginning.

Permanent Drainage Utility Easement described as follows:

Point of beginning being N 4°9'37.3" E, 369.701 feet from -L-, Sta. 56+00 thence to a point on a bearing of N 80°1'34.7" W 31.281 feet thence to a point on a bearing of S 11°22'45.4" W 139.129 feet thence to a point on a bearing of S 4°52'35.4" E 43.012 feet thence to a point on a bearing of S 77°17'2.6" E 15.000 feet thence to a point on a bearing of N 12°42'57.4" E 181.587 feet returning to the point and place of beginning.

Temporary Construction Easement described as follows:

Area One:

Point of beginning being N 74°42'5.8" W, 199.479 feet from -L-, Sta. 56+00 thence along a curve 70.873 feet and having a radius of 5030.000 feet. The chord of said curve being on a bearing of S 79°43'58.8" E, a distance of 70.872 feet thence to a point on a bearing of N 56°21'35.5" E 23.551 feet thence to a point on a bearing of N 67°4'55.1" W 53.423 feet thence to a point on a bearing of N 80°19'17.4" W 34.000 feet thence to a point on a bearing of S 87°59'20.8" W 24.774 feet thence to a point on a bearing of S 11°12'25.3" W 0.981 feet thence to a point on a bearing of S 80°19'17.4" E 22.286 feet thence to a point on a bearing of S 9°40'42.6" W 21.664 feet returning to the point and place of beginning.

Area Two:

Point of beginning being N 32°35'41.2" W, 101.276 feet from -L-, Sta. 56+00 thence to a point on a bearing of N 56°21'35.5" E 24.831 feet thence to a point on a bearing of N 12°42'57.4" E 57.952 feet thence to a point on a bearing of N 9°21'7.1" W 39.925 feet thence to a point on a bearing of S 13°43'54.9" W 112.794 feet returning to the point and place of beginning.

**MINUTES
HALIFAX COUNTY
BOARD OF COMMISSIONERS
REGULAR MEETING
JANUARY 22, 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 Tuesday, January 22, 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

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

Adoption of the Agenda

Commissioner Brewer moved to adopt the agenda as presented. Commissioner Smith

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 1A. FY 2019-2020 Halifax Home Health and Hospice Budget - Board of Health Funding Request as his wife received very good services from Halifax Home Health and Hospice. There was no conflict of interest noted by any other member of the Board.

1. Agenda Items

A. FY 2019-2020 Halifax Home Health and Hospice Budget - Board of Health Funding Request

Bruce Robistow, Health Director, addressed the Board and provided a brief history regarding Halifax Home Health and Hospice. It was reported that Halifax Home Health and Hospice had been in operation since 1969 and was very profitable due to being the primary sole provider for the County and surrounding counties. In the early 2000s, home health and hospice reimbursements began to see a significant change and at the same time private companies began operations and provided care to top payors only and attracted County staff with higher salaries. Halifax Home Health and Hospice became the primary provider for the uninsured and underinsured which reduced revenue. In 2010, a consultant was hired to provide an operational assessment which recommended the sale of hospice and to improve operations in home health. During that time, this recommendation was presented to the Commissioners and was not approved. In 2016, it was obvious that Fund Balance could not sustain losses; therefore, another assessment was completed. In 2018, the Fund Balance depleted and an assessment with return on investment was completed. The results and action plan were then presented to the Board of Health which consisted of the following acknowledgements: The importance of service for the public health of the County; the need to be self-sustaining moving forward to provide service; previous assessments were not acted on; and the inability to provide a budget for FY 2019-2020 with existing finances. The Board of Health unanimously voted to request funds in the amount of \$300,000 from the County that would provide an opportunity for Home Health and Hospice to implement the assessment recommendations.

Tammy Rodwell, Halifax Home Health and Hospice, provided a brief review of the common findings as follows: The recruitment of staff and emphasizing County benefits. Marketing the services offered by visiting hospitals, nursing homes, doctor offices, and improving the 2.5 star rating. Outsource billing and contract with more insurance carriers. Decrease cost for contracted therapy services. Improve the reimbursement case mix weight and good referrals. The total estimated return on investment upon the effective adoption of the findings was in the amount of \$228,000 plus the increase referral capture rate in the amount of \$150,000 in revenue resulted in a total with minimal improvement in the amount of \$378,000. The steps that had begun to improve revenues included the following: hired three part-time nurses and one part-time social worker, utilizing patient portal at UNC, utilizing diverse advertising with Jo Storey and Halifax Regional Medical Center, outsource billing with addendum pending for Barnestorm to begin the billing of all payers, investigating and

establishing a County position for physical therapy and seeking an alternative agency to contract, utilizing software to improve documenting records correctly and maximizing reimbursement, and initiated contract with United Healthcare in network for hospice services and awaiting contract with Humana and Aetna. A comparison of revenue and expense summary for December 2018 and December 2017 were reviewed as follows: December 2018 Home Health revenues \$387,162; expenses \$510,569 and difference (\$123,407) and Hospice revenues \$169,561, expenses \$156,724, and difference \$12,837. The total December 2018 revenues \$556,723; expenses \$667,293; difference (\$110,570) and Fund Balance to balance budget \$277,301. December 2017 Home Health revenues \$398,992; expenses \$536,237 and difference (\$137,245) and Hospice revenues \$157,019, expenses \$161,266, and difference (\$4,247). The total December 2017 revenues \$556,011; expenses \$697,503; difference \$141,492 and Fund Balance to balance budget \$353,923.

Mr. Robistow requested that the Board of Commissioners approve the request to implement the consultant recommendations and assist Halifax Home Health and Hospice with operational costs in the amount of \$300,000 for FY 2019-2020, which was approved by the Board of Health at its November 26, 2018 meeting.

After an in-depth discussion was held, Commissioner Manning moved to approve the Board of Health's request to appropriate funds in the amount of \$300,000 for the FY 2019-2020 Halifax Home Health and Hospice Budget and to charge the Health Director with providing the Board of Commissioners with a monthly financial report. Commissioner Smith seconded the motion.

The votes were as follows:

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

B. 2019 Halifax County Recreation Partners Program

Ian M. Bumgarner, Sr. Management Analyst, addressed the Board and inquired whether the maximum award amount per applicant should be increased for the 2019 Halifax County Recreation Partners Program, as the total amount budgeted was \$35,000. Currently, the maximum award was in the amount of \$2,000 per applicant; however, in prior years the maximum amount awarded was in the amount of \$3,000 per applicant. An update was provided regarding the 2018 Halifax County Recreation Partners Program as only three of the ten recipients that were awarded funds had submitted reports regarding how the funds were utilized in accordance with the grant agreements.

It was recommended that a letter reminding the applicants that received funds during the 2018 Halifax County Recreation Partners Program that their report had not been received and if not received by a certain date their recreation program would not be eligible for future funding.

Commissioner Smith moved to approve that the maximum award per applicant would remain in the amount of \$2,000 for the 2019 Halifax County Recreation Partners Program and if funding was still available that a request be made regarding the remaining funds. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

C. Budget Amendments

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

Commissioner Qualls moved to approve the budget amendments. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

Ms. Duncan reviewed and presented an additional budget amendment regarding the final Halifax County Audit expenses to transfer funds in the amount of \$21,740 from the Contingency Fund to the Audit line, which is attached to these minutes as Attachment B.

Commissioner Qualls moved to approve the additional budget amendment regarding the final Halifax County Audit expenses to transfer funds in the amount of \$21,740 from the Contingency Fund to the Audit line. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

2. Other Business

A. Juvenile Crime Prevention Council Allocation Expansion Resolution

Marcelle O. Smith, Juvenile Crime Prevention Council Chairman, requested that the Board adopt the Juvenile Crime Prevention Council Allocation Expansion Resolution that would fully support an adequate and timely increase of local Juvenile Crime Prevention funding to ensure program expansion and successful implementation of the Juvenile Justice Reinvestment Act Raise the Age Legislation, set for December 1, 2019, which is attached to these minutes as Attachment C.

Commissioner Smith moved to adopt the Juvenile Prevention Council Allocation Expansion Resolution. Commissioner Qualls seconded the motion, which passed unanimously by voice vote.

B. Ash Monofill and Area 1 C&D Landfill Closure Projects

M. Glynn Rollins, Jr., County Attorney, addressed the Board and requested the approval of a letter to Mark Short, Project Engineer for Glover Construction Company, Inc., regarding their request for a temporary suspension of work due to weather and poor soil conditions in

regards to the Halifax County Landfill Facility, Ash Monofill and Area 1 C&D Landfill Closures, which was provided for the Board's review.

Commissioner Manning moved to authorize the Chairman to execute a letter to Mark Short, Project Engineer for Glover Construction Company, Inc., regarding their request for a temporary suspension of work due to weather and poor soil conditions in regards to the Halifax County Landfill Facility, Ash Monofill and Area 1 C&D Landfill Closures. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

C. Charters of Freedom Project

Commissioner Manning provided a brief update regarding the Charters of Freedom Project. A diagram of the Charters of Freedom Project which consisted of the Declaration of Independence, United States Constitution, and the Bill of Rights along with the addition of the Halifax Resolves was provided for the Board's review and it was recommended that the structures be located in front of the Old Commissioners Building. There was no cost associated with the Charters of Freedom structure; however, the cost of the Halifax Resolves structure would be approximately \$8,000, which would be paid by fundraising efforts. It was requested that the Board approve that the Charters of Freedom and Halifax Resolves be located in front of the Old Commissioners Building and to move forward with the project.

Ken Wilson, Charters of Freedom Champion, stated that he would be meeting with David W. Streater, State Director of the Foundation Forward, Inc., and their construction foreman on January 29, 2019 to survey the site recommended for the project. He further stated that firm commitments had been received in the amount of \$2,000 through fundraising efforts. All funds would be sent to Mr. Streater to be deposited into a bank account and any funds over and above the project cost would remain with the Charters of Freedom Project to assist with their next project. The dedication ceremony was scheduled to be held on Halifax Resolves Day, April 12, 2019 at 2:00 P. M.

3. **Closed Session**

There was no Closed Session matter for discussion.

4. **Adjourn until the February 4, 2019 Regular Meeting**

Commissioner Smith moved to adjourn the meeting until the February 4, 2019 Regular Meeting. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

Vernon J. Bryant, Chairman
Halifax County Board of Commissioners

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

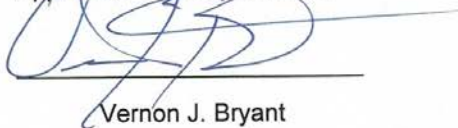
Attachment A

Budget Amendments	Fiscal Year 18-19	January 22, 2019
1	County Manager - Appropriate Fund Balance for Employee Christmas Bonus and fringes	\$ 691.80
2	Human Resources - Appropriate Fund Balance for Employee Christmas Bonus and fringes	518.88
3	Finance - Appropriate Fund Balance for Employee Christmas Bonus and fringes	922.40
4	Tax - Appropriate Fund Balance for Employee Christmas Bonus and fringes	2,306.00
5	Tax Revaluation - Appropriate Fund Balance for Employee Christmas Bonus and fringes	345.92
6	Legal - Appropriate Fund Balance for Employee Christmas Bonus and fringes	345.90
7	Elections - Appropriate Fund Balance for Employee Christmas Bonus and fringes	288.26
8	Register of Deeds - Appropriate Fund Balance for Employee Christmas Bonus and fringes	691.80
9	IT - Appropriate Fund Balance for Employee Christmas Bonus and fringes	461.20
10	Sheriff - Appropriate Fund Balance for Employee Christmas Bonus and fringes	7,667.48
11	Jail - Appropriate Fund Balance for Employee Christmas Bonus and fringes	3,228.40
12	Emergency Management - Appropriate Fund Balance for Employee Christmas Bonus and fringes	115.30
13	Planning & Development - Appropriate Fund Balance for Employee Christmas Bonus and fringes	576.52
14	Operations - Appropriate Fund Balance for Employee Christmas Bonus and fringes	2,133.10
15	Economic Development - Appropriate Fund Balance for Employee Christmas Bonus and fringes	230.60
16	NRCS - Appropriate Fund Balance for Employee Christmas Bonus and fringes	345.90
17	Transfer & Support Services - Appropriate Fund Balance for Employee Christmas Bonus and fringes	2,339.82

Attachment A

Budget Amendments	Fiscal Year 18-19	January 22, 2019
18	Library - Appropriate Fund Balance for Employee Christmas Bonus and fringes	1,095.36
19	Transfer & Support Services - Appropriate Fund Balance for Central Communications Employee Christmas Bonus and fringes	2,306.02
20	Central Communications - Appropriate Fund Balance for Central Communications Employee Christmas Bonus and fringes	2,306.02
21	Transfer & Support Services - Appropriate Fund Balance for EMS Employee Christmas Bonus and fringes	7,552.20
22	EMS - Appropriate Fund Balance for Employee Christmas Bonus and fringes	7,552.20
23	Transfer & Support Services - Appropriate Fund Balance for Health Employee Christmas Bonus and fringes	7,206.28
24	Health - Appropriate Fund Balance for Employee Christmas Bonus and fringes	7,206.28
25	Transfer & Support Services - Appropriate Fund Balance for DSS Employee Christmas Bonus and fringes	19,601.02
26	DSS - Appropriate Fund Balance for Employee Christmas Bonus and fringes	19,601.02
27	Veterans - Appropriate Fund Balance for Employee Christmas Bonus and fringes	115.30
28	Aging - Appropriate Fund Balance for Employee Christmas Bonus and fringes	115.30
29	Public Utilities - Water - Appropriate Fund Balance for Employee Christmas Bonus and fringes	1,787.16
30	Public Utilities - Solid Waste - Appropriate Fund Balance for Employee Christmas Bonus and fringes	1,441.36

Approved: January 22, 2019



Vernon J. Bryant
Chairman

Account Number / Name	Debit	Credit	Explanation
110-5128-5191-00 Audit	21,740.00		Transfer & Support Services
110-5128-5991-00 Contingency		21,740.00	Transfer additional audit expenses from Contingency
TOTALS	21,740.00	21,740.00	

- * 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	Date
	Human Resources Director

Program Director		Date	1-16-19
Department / Agency Head		Date	1-22-19
County Manager or Deputy Co. Manager or County Commissioner Chairman		Date	

**HALIFAX COUNTY
BOARD OF COMMISSIONERS
10 N KING STREET
HALIFAX, NC 27839**

**Halifax County Board of Commissioners Resolution
Supporting
Juvenile Crime Prevention Council Allocation Expansion**

WHEREAS, Juvenile Crime Prevention Council (JCPC) funding is a partnership between the State of North Carolina and the County to ensure a local continuum of services for court involved and at-risk juveniles; and,

WHEREAS, the Juvenile Crime Prevention Council, under the authority of NCGS§143B-851, and within the scope of its powers and duties, "Each County Council shall annually review the needs of juveniles in the county who are at risk of delinquency or who have been adjudicated undisciplined or delinquent and the resources available to address those needs. In particular, each County Council shall assess the needs of juveniles in the county who are at risk or who have been associated with gangs or gang activity, and the local resources that are established to address those needs," and,

WHEREAS, the Juvenile Justice Reinvestment Act passed in 2017, also referenced as North Carolina's Raise the Age legislation, expands the age of juvenile jurisdiction, increasing it to include juveniles ages 16 and 17 years of age effective December 1, 2019; and,

WHEREAS, Raise the Age legislation will increase the need for immediate and age-appropriate sanctions and diversion services for juvenile offenders and those at-risk of delinquency; and,

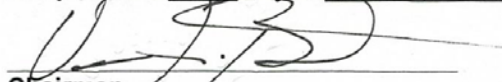
WHEREAS, JCPC funding has seen no increase in more than nine years; and,

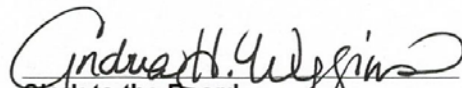
WHEREAS, the effort to immediately and effectively address juvenile offending behavior is an evidence-based investment in North Carolina's future; and,

WHEREAS, effective intervention and programming reduces detention and youth development commitments as a cost savings to the state and county;

NOW, THEREFORE BE IT RESOLVED, that Halifax County fully supports an adequate and timely increase of local Juvenile Crime Prevention funding to ensure program expansion and successful implementation of the Juvenile Justice Reinvestment Act Raise the Age Legislation, set for December 1, 2019.

Adopted this 22nd day of January 2019.


Chairman


Clerk to the Board



AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

FROM: Mary W. Duncan, Finance Director

SUBJECT: Budget amendments

DATE: March 11, 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 List for 3-11-19
- ▢ BA for 3-11-19

TOTAL COST:\$0

COUNTY COST:\$0

REQUEST: Approve presented Budget Amendments

Budget Amendments**Fiscal Year 18 - 19****March 11, 2019**

1	Tax - Amend budget for expense of towing vehicles with unpaid property taxes	\$ 150.00
2	Sheriff - Budget insurance claim proceeds from an at-fault motor vehicle accident - Supplemental payment	679.32
3	Sheriff - Budget insurance claim proceeds from a not at-fault motor vehicle accident (black ice)	1,483.88
4	Health - Maternity Program - Budget additional revenue for purchase of computers; must be spent by April 30th	20,757.00
5	Health - Baby Love Program - Budget additional revenue for purchase of supplies; must be spent by March 31s	30,000.00
6	DSS - Low Income Energy Assistance Program - Adjust budget for additional funds per distribution dated 2-8-19	114,777.00

Approved: March 11, 2019


Vernon J. Bryant
Chairman

BUDGET AMENDMENT

Account Number / Name	Debit (Expense Increase) (Revenue Decrease)	Credit (Expense Decrease) (Revenue Increase)	Explanation
110-5145-5337-00 / Shf Exec Wrecker Fees	150.00		Tax
110-4410-4196-12 / Shf Exec Wrecker Fees		150.00	Increase budget for wrecker fees
TOTALS	150.00	150.00	

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

Approval for Performance Compensation	
Human Resources Director	Date

Program Director	Date
	2/14/19
Department / Agency Head	Date

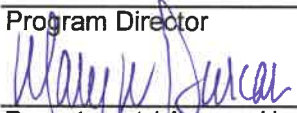

County Manager or Deputy County Manager or County Commissioner Chairman	Date
---	------

BUDGET AMENDMENT

Account Number / Name	Debit (Expense Increase) (Revenue Decrease)	Credit (Expense Decrease) (Revenue Increase)	Explanation
110-9200-5353-00 / Maint & Repair - Auto	679.32		Sheriff
110-4410-4839-97 / Insurance Claims Reimb		679.32	To budget insurance claims reimbursement for an at fault accident (supplement)
TOTALS	679.32	679.32	

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

Approval for Performance Compensation	
Human Resources Director	Date

Program Director	Date
	
Department / Agency Head	Date
County Manager or Deputy County Manager or County Commissioner Chairman	Date



BUDGET AMENDMENT

Account Number / Name	Debit (Expense Increase) (Revenue Decrease)	Credit (Expense Decrease) (Revenue Increase)	Explanation
110-9200-5353-00 / Maint & Repair - Auto	1,483.88		Sheriff
110-4410-4839-97 / Insurance Claims Reimb		1,483.88	To budget insurance claims reimbursement for a not at fault accident (black ice)
TOTALS	1,483.88	1,483.88	

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

Approval for Performance Compensation

Human Resources Director
Date

Program Director	Date
	
Department / Agency Head	Date
County Manager or Deputy County Manager or County Commissioner Chairman	Date

BUDGET AMENDMENT

Account Number / Name	Debit (Expense Increase) (Revenue Decrease)	Credit (Expense Decrease) (Revenue Increase)	Explanation <i>Heath</i>
1244516-433030 Maternity State Revenue		20,757.00	Maternity received additional revenue for computers has to be spent by April 30th
1249560-569702 Maternity Tools & Equipment	20,757.00		
TOTALS	20,757.00	20,757.00	

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

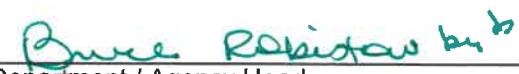
Approval for Performance Compensation

Human Resources Director
Date

revised 9/16/14


Program Director

Date



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
1244516-433132 Baby Love Revenue		30,000.00	HCHD-Health - Baby Love received additional funds has to be spent before March 31st
1246167-529200 Baby Love other supp & mat	30,000.00		
TOTALS	30,000.00	30,000.00	

- * 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	
<div style="border: 1px solid black; height: 100px; width: 100%;"></div>	
Human Resources Director	Date

Program Director _____ Date _____

Bruce Robertson *1-28-19*

Department / Agency Head _____ Date _____

County Manager or _____ Date _____

Deputy County Manager or _____

County Commissioner Chairman _____


BUDGET AMENDMENT

Account Number / Name	Debit (Expense Increase) (Revenue Decrease)	Credit (Expense Decrease) (Revenue Increase)	Explanation
			DSS
125-4547-4211-00 DSS LIEAP Program		114,777.00	Adjust to actual for client distribution per reallocation effective 2/8/2019
125-6475-5481-04 LIEAP Payments	114,777.00		
TOTALS	114,777.00	114,777.00	

- * 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

2/11/2019


 Date



 Department / Agency Head

2/11/2019

 Date



 County Manager or
 Deputy County Manager or
 County Commissioner Chairman

 Date
 FIN BA 01



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 - February 2019

DATE: March 11, 2019 Regular Meeting

SUPPORTING INFORMATION:

John T. and Gail E. Arthur; 1809 Eastern Shores Rd, Littleton, NC 27850

Parcel 0703005: Boat over-valued, taxpayer provided bill of sale

2017	FLT	\$7.45
	G01	\$108.76
	HCS	\$13.94
	TOTAL	\$130.15

Winston Doyle Douglas; 229 Ethel Ave, Norfolk, VA 23504

Account 126644: Motor vehicle exempt in NC per military documentation provided by taxpayer; permanent domicile in NY

2005	ENF	\$184.45
	ENT	\$3.00
	G01	\$227.93
	INT	\$36.34
	TOTAL	\$451.72

Vernon and Mildred Robinson; 2101 Roper Springs Rd, Littleton, NC 27850

Parcel 0704994: Building value double-billed in error

2015	FDV	\$4.73
	G01	\$36.50
2016	FDV	\$4.73
	G01	\$39.00
2017	FDV	\$4.73
	G01	\$39.00
	HCS	\$5.00
	TOTAL	\$133.69

ATTACHMENTS:

Description

TOTAL COST:

COUNTY COST:

REQUEST: Approve the February 2019 property tax refunds and releases.


Halifax County Tax Department

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

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

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

TO: Halifax County Commissioners

FROM: Doris Hawkins, Tax Coordinator/Collector 

Date: February 28, 2019

In accordance with G.S. 105-380 and G.S. 105-381 the following figures are the tax bills that required release during the month of February 2019 and do not require a refund. Your approval of the releases is required for the records to stand corrected.

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

Number of accounts: 4
Tax year(s): 2017-2018
Total County levy: \$360.26

Reason for Change	Real Property	Personal Property
Clerical error – land codes corrected	1	0
Clerical error – corrected year of mobile home	0	1
Clerical error - building value double-billed	1	0
Mobile home under rent-to-own agreement, never titled to taxpayer	0	1
	2	2



Where the Spirit of Independence Was Born



AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

FROM: Rose Lewis, Aging Program Coordinator

SUBJECT: Seniors Health Insurance Information Program (SHIIP) Medicare Improvements for Patients and Providers Act (MIPPA)

DATE: March 11, 2019 Regular Meeting

SUPPORTING INFORMATION:

1. Halifax County Council on Aging (COA) will comply to the guidelines of the MIPPA Grant with the SHIIP office to expand Low Income Subsidy outreach within Halifax County.
2. Halifax County COA will conduct enrollment clinics during the period of 10/1/2018 through 9/30/2019 at non-traditional sites such as the local library, senior living communities, health care facilities, churches, etc.
3. Halifax County COA will submit client contact and media forms in a timely manner for input into the STARS website.
4. Halifax County COA will continue to collaborate with the local Area Agency on Aging to conduct outreach events in the county.
5. Halifax County COA will co-sponsor an outreach event, NC Med Assist Mobile Fee Pharmacy Over the County Medication Giveaway.

ATTACHMENTS:

Description

- ▢ SHIIP Medicare Improvements for Patients and Providers Act 2019

TOTAL COST:\$2,632.00

COUNTY COST:\$0.00

REQUEST: Request Board of Commissioners' approval of the Submission and Receipt of Funds from the NC Department of Insurance Seniors' Health Insurance Information Program Medicare Improvements for Patients and Providers Act Grant.

**HALIFAX COUNTY
CONTRACT
CONTROL SHEET**

CONTRACT/VENDOR

NC Department of Insurance SHIIP Division

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

Contact Kevin Robertson, SHIIP Grants Compliance Officer

1 **Originals** _____ **Copies** _____

Amount \$ 2,632.00

Revenue _____ **Grant** x

Date: 2/21/2019

Original Contract sent to Contract Administrator

Originating Department/Individual: HRMT / Aging

Item or Service:

Department Involved: Aging

Type of Contract: SHIIP MIPPA Grant

Line Item Budgeted: 1104589-458918

Period of Coverage: 10/01/2018-09/29/2019

BOARD OF COMMISSIONERS APPROVAL - GRANTS/CONTRACTS

Grants **SHIIP MIPPA** **Approved** **Set** _____ **Verified** _____

Contracts **Approved** **Set** _____ **Verified** _____

COUNTY ATTORNEY **Date Received:** _____ **Date Approved:** _____

Approved as to Form: _____ **Approved as to Legal Sufficiency:** _____

Revisions Necessary? _____ **Board Action Necessary?** _____

FINANCE **Date Received:** _____ **Date Audited** _____

Non encumbered contract Yes _____ No _____

ASSISTANT COUNTY MANAGER **Date Received** _____ **Date Approved:** _____

COUNTY MANAGER **Date Received** _____ **Date Approved:** _____

BOARD OF COMMISSIONERS **CLERK TO THE BOARD**

Chairman Signature _____ **Date Received** _____ **Date Attested:** _____

CONTRACT ADMINISTRATOR

Attorney _____ **Finance** _____ **Asst Cty Mgr** _____ **Cty Mgr** _____ **Clerk** _____

Outside Agency Signatures: _____ **Date Sent :** _____ **Date received:** _____

Copies Delivered to Appropriate Departments: **ORIGINATING** _____ **FINANCE** _____

Original to Outside Agency: (Departments to deliver) _____ **Date:** _____

File County Original / Add to Database: _____ **Date:** _____

NOTES:

PROBLEMS:

Corrective Action:

Date: _____

Initial: _____

Revised 6/28/2011

CONTRACT CHECKLIST

(attach under the Contract Control Sheet)

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

Name of Contract SHIIP MIPPA 2019

Checklist completed by Rose Lewis

Date 2/21/2019

STATE OF NORTH CAROLINA
COUNTY OF WAKE

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

CFDA # 93.071

Cost Center:

Fiscal Year: 2018-2019

Grant Award # 1801NCMISH-00

16001659g8

Award Amount \$ 2,632.00

Performance Period: 10/1/2018 - 9/29/2019

Federal Award Date: 9/24/18

Account # 536405

Total Award Amount \$ 2,632.00

Recipient:

State of North Carolina
Department of Insurance
SHIIP Division

Contract Between

Subrecipient:

Name: Halifax County Council on Aging
County: Halifax
Tax ID/FIN# 56-6001836
DUNS # 14305957

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

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

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

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

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

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

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

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

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

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

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

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

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

For the Recipient:

Melinda Munden, Deputy Commissioner
SHIP Division
1201 Mail Service Center
Raleigh, NC 27699-1201

Telephone: 919-814-9942

For the Subrecipient:

Rose Battle Lewis
Halifax County Council on Aging
P.O. Box 646
Halifax, NC 27839

Telephone: 252-583-1688

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

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

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

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

Subrecipient:

BY: _____

DATE: _____

Division of SHHP,

DocuSigned by:
Melinda Munden
BY: _____
073C678CC38DAF7
Melinda Munden

DATE: 02/11/2019

BY: _____

DATE: _____

BY: _____

DATE: _____

Contract is not executed until last signature is obtained.

Reviewed by:

DS
KR

Controller's Office Review:

Attachment A General Terms and Conditions

DEFINITIONS

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

- (1) "Recipient" (as used in the context of the definitions below) shall mean and include every public office, public officer or official (State or local, elected or appointed), institution, board, commission, bureau, council, department, authority or other unit of government of the State or of any county, unit, special district or other political sub agency of government. For other purposes in this Contract, "Recipient" shall mean the entity identified as one of the parties hereto.
- (2) "Audit" means an examination of records or financial accounts to verify their accuracy.
- (3) "Certification of Compliance" means a report provided by the Recipient to the Office of the State Auditor that states that the Subrecipient has met the reporting requirements established by this Subchapter and included a statement of certification by the Recipient and copies of the submitted Subrecipient reporting package.
- (4) "Compliance Supplement" refers to the North Carolina State Compliance Supplement, maintained by the State and Local Government Finance Agency within the North Carolina Department of State Treasurer that has been developed in cooperation with agencies to assist the local auditor in identifying program compliance requirements and audit procedures for testing those requirements.
- (5) "Contract" means a legal instrument that is used to reflect a relationship between the Recipient, Subrecipient, and subrecipient.
- (6) "Fiscal Year" means the annual operating year of the non-State entity.
- (7) "Financial Assistance" means assistance that non-State entities receive or administer in the form of grants, loans, loan guarantees, property (including donated surplus property), cooperative agreements, interest subsidies, insurance, food commodities, direct appropriations, and other assistance. Financial assistance does not include amounts received as reimbursement for services rendered to individuals for Medicare and Medicaid patient services.
- (8) "Financial Statement" means a report providing financial statistics relative to a given part of an organization's operations or status.
- (9) "Grant" means financial assistance provided by an Recipient, Subrecipient, or subrecipient to carry out activities whereby the grantor anticipates no programmatic involvement with the Subrecipient or subrecipient during the performance of the grant.
- (10) "Subrecipient" has the meaning in NCGS 143C-6-23(a)(2): a non-State entity that receives a grant of State funds from a State agency, department, or institution but does not include any non-State entity subject to the audit and other reporting requirements of the Local Government Commission. For other purposes in this Contract, "Subrecipient" shall mean the entity identified as one of the parties hereto.
- (11) "Grantor" means an entity that provides resources, generally financial, to another entity in order to achieve a specified goal or objective.
- (12) "Non-State Entity" has the meaning in NCGS 143C-1-1(d)(18): Any of the following that is not a State agency: An individual, a firm, a partnership, an association, a county, a corporation, or any other organization acting as a unit. The term includes a unit of local government and public authority.
- (13) "Public Authority" has the meaning in NCGS 143C-1-1(d)(22): A municipal corporation that is not a unit of local government or a local governmental authority, board, commission, council, or agency that (i) is not a municipal corporation and (ii) operates on an area, regional, or multiunit basis, and the budgeting and accounting systems of which are not fully a part of the budgeting and accounting systems of a unit of local government.
- (14) "Single Audit" means an audit that includes an examination of an organization's financial statements, internal controls, and compliance with the requirements of Federal or State awards.
- (15) "Special Appropriation" means a legislative act authorizing the expenditure of a designated amount of public funds for a specific purpose.
- (16) "State Funds" means any funds appropriated by the North Carolina General Assembly or collected by the State of North Carolina. State funds include federal financial assistance received by the State and transferred or disbursed to non-State entities. Both Federal

and State funds maintain their identity as they are subrecipient to other organizations. Pursuant to NCGS 143C-6-23(a)(1), the terms "State grant funds" and "State grants" do not include any payment made by the Medicaid program, the State Health Plan for Teachers and State Employees, or other similar medical programs.

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

Relationships of the Parties

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

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

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

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

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

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

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

Ineligible Vendors: As provided in G.S. 147-86.59 and G.S. 147-86.82, the following companies are ineligible to contract with the State of North Carolina or any political subdivision of the State: a) any company identified as engaging in investment activities in Iran, as determined by appearing on the Final Divestment List created by the State Treasurer pursuant to G.S. 147-86.58, and b) any company identified as engaged in a boycott of Israel as determined by appearing on the List of restricted companies created by the State Treasurer pursuant to G.S. 147-86.81. A contract with the State or any of its political subdivisions by any company identified in a) or b) above shall be void ab initio.

Indemnity

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

performance of this Contract to the extent permitted by law.

Default and Termination

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

Termination Without Cause: The Recipient may terminate this contract without cause by giving 60 days written notice to the Contractor. In that event, all finished or unfinished deliverable items prepared by the Contractor under this contract shall, at the option of the Recipient, become its property and the Contractor shall be entitled to receive just and equitable compensation for any satisfactory work completed on such materials, minus any payment or compensation previously made.

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

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

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

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

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

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

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

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

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

Intellectual Property Rights

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

Compliance with Applicable Laws

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

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

Confidentiality

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

Oversight

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

Record Retention: Records shall not be destroyed, purged or disposed of without the express written consent of the Recipient. State basic records retention policy requires all grant records to be retained for a minimum of five years or until all audit exceptions have been resolved, whichever is longer. If the contract is subject to federal policy and regulations, record retention may be longer than five years since records must be retained for a period

of three years following submission of the final Federal Financial Status Report, if applicable, or three years following the submission of a revised final Federal Financial Status Report. Also, if any litigation, claim, negotiation, audit, disallowance action, or other action involving this Contract has been started before expiration of the five-year retention period described above, the records must be retained until completion of the action and resolution of all issues which arise from it, or until the end of the regular five-year period described above, whichever is later.

Miscellaneous

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

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

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

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

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

Key Personnel: The Contractor shall not replace any of the key personnel assigned to the performance of this contract without the prior written approval of the

Recipient. The term "key personnel" includes any and all persons identified as such in the contract documents and any other persons subsequently identified as key personnel by the written agreement of the parties.

Care of Property: The Subrecipient agrees that it shall be responsible for the proper custody and care of any property furnished to it for use in connection with the performance of this Contract and will reimburse the Recipient for loss of, or damage to, such property. At the termination of this Contract, the Subrecipient shall contact the Recipient for instructions as to the disposition of such property and shall comply with these instructions.

Travel Expenses: Reimbursement to the Subrecipient for travel mileage, meals, lodging and other travel expenses incurred in the performance of this Contract

shall be reasonable and supported by documentation. State rates should be used as guidelines. International travel shall not be reimbursed under this Contract.

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

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

Attachment B

For the period 10/1/2018 - 9/29/2019

Statement of Work

Subrecipient: Halifax County Council on Aging

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

1. Expand Low Income Subsidy (LIS) outreach and enrollment in the county by conducting a minimum of four enrollment clinics during the period 10/1/2018 through 9/29/2019; clinics are to be held in non-traditional locations, i.e., library, church, senior housing complex, etc.;
2. Display Monthly Prevention and Wellness Campaign Posters in your respective agency and at SHIIP outreach events during the reporting period, i.e., health fairs, awareness events, etc.;
3. Submit Client Counseling Contact and Public & Media Outreach (NPR) forms in a timely manner through the STARS website;
4. Work with the Area Agency on Aging in your area to conduct outreach events in the county.

Subrecipient Response to Scope of Work:

Halifax County Council on Aging will conduct at least four enrollment clinics during the time period of 10/01/2018 through 9/30/2019 to expand low income subsidy outreach within the county. Enrollment clinics will be held at the local library, senior living communities, health care facilities, community centers, and at churches as requested.

Halifax County Council on Aging will continue to display Monthly Prevention and Wellness Campaign posters within the Council on Aging office and at attended health fairs and outreach and awareness events.

Halifax County Council on Aging will submit client contact and media forms in a timely manner for input into the STARS website.

Halifax County Council on Aging will continue collaborating with Upper Coastal Plain Area Agency on Aging to conduct outreach events in the county.

Halifax County Council on Aging will utilize MIPPA Funding to co-sponsor NC Med Assist Mobile Over the Counter Mobile Pharmacy event where over 800 people may be served with over the counter medications. Low-Income Subsidy flyers will be placed the bags given to the Mobile Pharmacy attendees.

Attachment C

For the period 10/1/2018 - 9/29/2019

Line Item Budget and Budget Narrative

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

All budgets must be approved by the Recipient.

Subrecipient Name: Halifax County Council on Aging **Award Amount:** \$ 2,632.00

All fields must be completed.

Zero is an acceptable answer.

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

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

Budget	Amount
Contractual	
Construction	
Supplies	
Equipment	
Other	2632.00
Travel	
Personnel	
Fringe	
Total	2,632.00

Written description of planned expenditures:

Two thousand six hundred and thirty two dollars will be used to co sponsor the NC Med Assist Mobile Pharmacy in Roanoke Rapids, NC.

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

1. Drug-Free Work-Place

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

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

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

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

2. Lobbying

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

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

- (a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, any officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant, loan or cooperative agreement;
- (b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities," in accordance with its instructions;
- (c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, contracts and contracts under grants, loans and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

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

3. Debarment, Suspension and Other Responsibility Matters

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

(a) Primary Covered Transactions

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

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

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

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

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

(b) Lower Tier Covered Transactions

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

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

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

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

Signature of Authorized Certifying Official	Title
Subrecipient Name Halifax County Council on Aging	Date Submitted

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

Please do not enter anything below as it will only restart the process. Thank you.

Please do not enter anything here as it will only restart the process. Thank you.

IN PROCESS

CONTRACT SIGNATURE PAGE

CONTRACTOR: NC Department of Insurance

COUNTY DEPARTMENT: Halifax County Aging / Human Resource Management

SUBJECT OF CONTRACT: SHIP Medicare Improvements for Patients and Providers Act

DATE/TERM OF CONTRACT: 10/01/2018-9/29/2019

HALIFAX COUNTY

By: _____
Tony N. Brown, County Manager

Date: _____

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

Finance Officer

Date: _____

Approved as to Form and Legality

County Attorney

Date: _____



AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

FROM: Renee Perry, HR Management Director

PRESENTER: County Commissioners

SUBJECT: Retirement Resolution - Patricia C. Yarboro

DATE: March 11, 2019 Regular Meeting

SUPPORTING INFORMATION:

Please adopt the retirement resolution and recognize Patricia C. Yarboro for her service to the county. Attached is the retirement resolution.

ATTACHMENTS:

Description

- ▢ Retirement Resolution - Patricia C. Yarboro

TOTAL COST:

COUNTY COST:

REQUEST: Adopt the retirement resolution and recognize Mrs. Yarboro for her service to the county.

Resolution

✧ **WHEREAS, PATRICIA C. YARBORO**, decided to retire as a Social Worker III with the Halifax County Department of Social Services effective January Thirty-First of the Year Two Thousand and Nineteen; and

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

✧ **NOW THEREFORE BE IT RESOLVED** that on this day, Monday, March Eleventh of the Year Two Thousand and Nineteen, the Halifax County Board of Commissioners did honor Patricia C. Yarboro with formal adoption of this resolution, to be recorded in the minutes of the meeting of this day.

Vernon J. Bryant, Chairman
Halifax County Board of Commissioners

ATTEST:

Andrea H. Wiggins
Clerk to the Board



AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

FROM: Honorable Brenda G. Branch, Chief District Court Judge

PRESENTER: Honorable Brenda G. Branch, Chief District Court Judge

SUBJECT: District Court Upgrades

DATE: March 11, 2019 Regular Meeting

SUPPORTING INFORMATION:

Attached, please find a request to address the Board regarding needed upgrades for District Court. The Honorable W. Turner Stephenson, III, will also be in attendance.

ATTACHMENTS:

Description

▢ Letter of Request

TOTAL COST:

COUNTY COST:

REQUEST:



BRENDA G. BRANCH
CHIEF DISTRICT COURT JUDGE

W. TURNER STEPHENSON, III
TERESA R. FREEMAN
VERSHENIA B. MOODY
DISTRICT COURT JUDGES

JUDICIAL DISTRICT 6
BERTIE, HALIFAX, HERTFORD AND NORTHAMPTON COUNTIES

PENNY AYCOCK, TCC
HALIFAX COUNTY
357 FERRELL LANE
POST OFFICE BOX 66
HALIFAX, NC 27839
OFFICE: 252-593-3012
FAX: 252-593-3013

SHEILA V. ELEY, TCC
BERTIE, HERTFORD
NORTHAMPTON COUNTIES
POST OFFICE BOX 39
WINTON, NC 27986
OFFICE: 252-358-7080
FAX: 252-358-7117

February 20, 2019

Halifax County Board of Commissioners
c/o Halifax County Manager's Office
Post Office Box 38
Halifax, NC 27839
Attn: Andrea H. Wiggins, Clerk to the Board

Greetings:

I am writing on behalf of Judge Brenda G. Branch, Chief District Court Judge of District 6, to request placement on your Board of Commissioners Meeting Agenda set for Monday, March 11, 2019 beginning at 9:30am. Judge Branch advised me that she wishes to attend this meeting to discuss needed upgrades for District Court. Please let me know via my direct line: 252-593-3087 or my email address: Penny.T.Aycock@nccourts.org that this letter of request is sufficient. I am also enclosing a copy of your request to appear before the board form. Please do not hesitate to contact me if you have any questions or concerns. I thank you for your understanding, time and consideration.

Many thanks,

Penny T. Aycock
Trial Court Coordinator
Judicial District 6 – Bertie, Halifax, Hertford & Northampton Counties
252-593-3087
Penny.T.Aycock@nccourts.org

****Just FYI, Judge W. Turner Stephenson, III, may be appearing with Judge Branch at this meeting; however, at this time we are unsure.**



AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

FROM: Dr. Michael A. Elam, Halifax Community College President

PRESENTER: Dr. Michael A. Elam, Halifax Community College President

SUBJECT: Halifax Community College Mid-Year Update Presentation

DATE: March 11, 2019 Regular Meeting

SUPPORTING INFORMATION:

A brief PowerPoint presentation will be held regarding the Halifax Community College Mid-Year Update.

ATTACHMENTS:

Description

- ▢ Halifax Community College Mid-Year Update

TOTAL COST:

COUNTY COST:

REQUEST:



HALIFAX
Community College

LEARNING COMES TO LIFE IN PURSUIT OF EXCELLENCE

Mid-year Update Halifax Community College

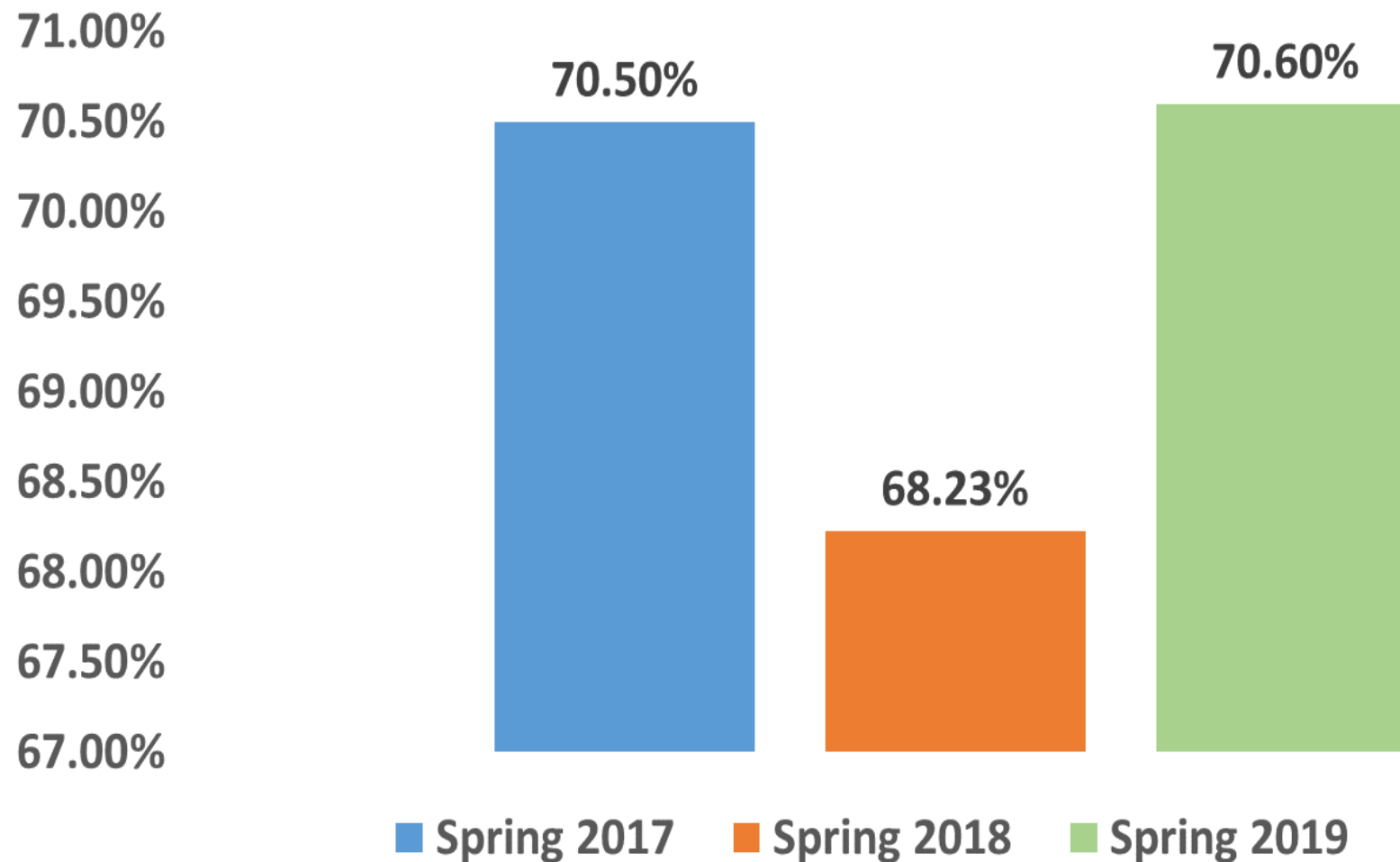
Dr. Michael A. Elam, President/CEO
March 11, 2019

Spring Enrollment 2017-2019



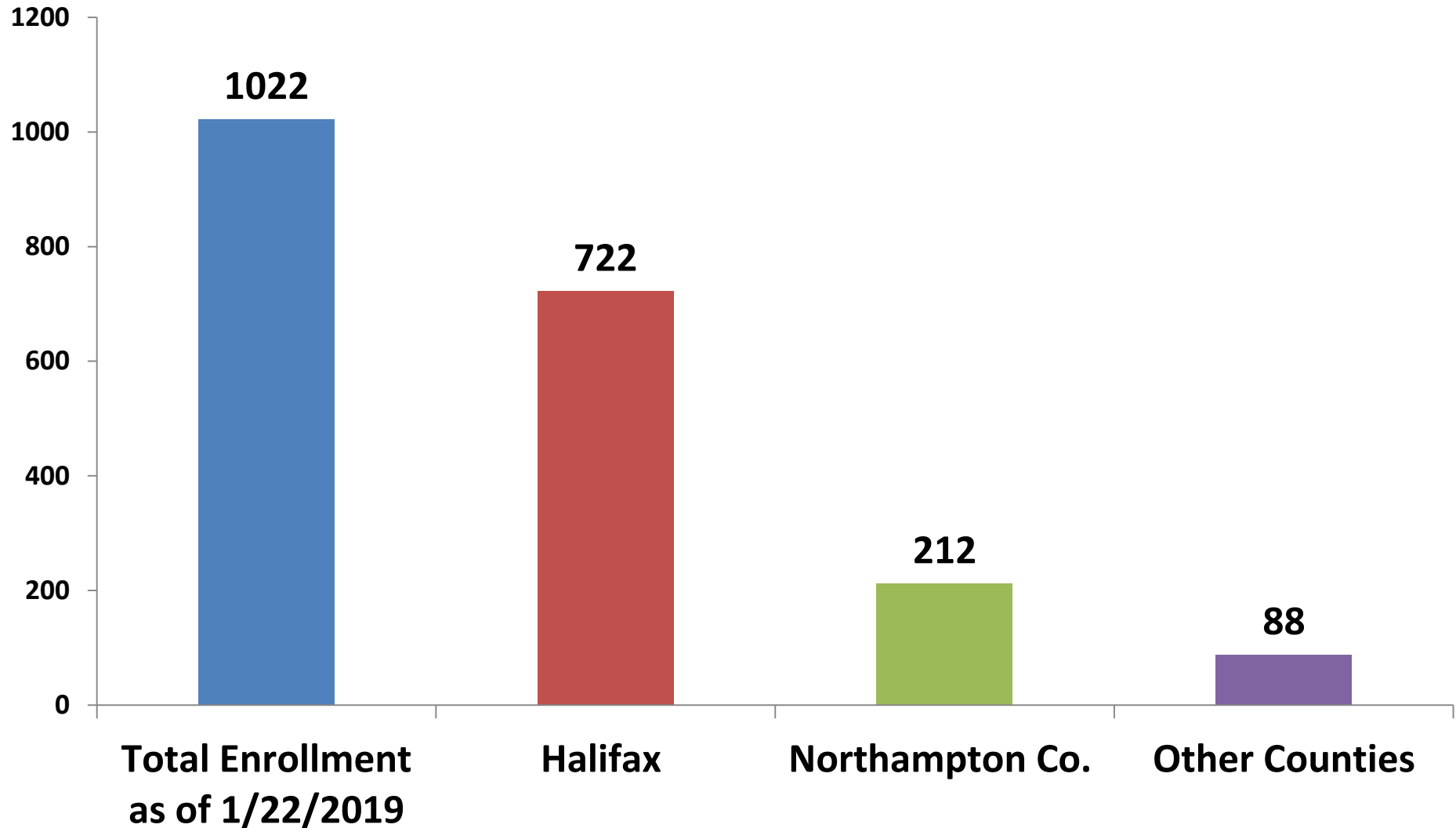
Spring 2019 enrollment does not include mini-semester. The mini-semester begins March 5, 2019.

Percentage of Enrollment from Halifax County

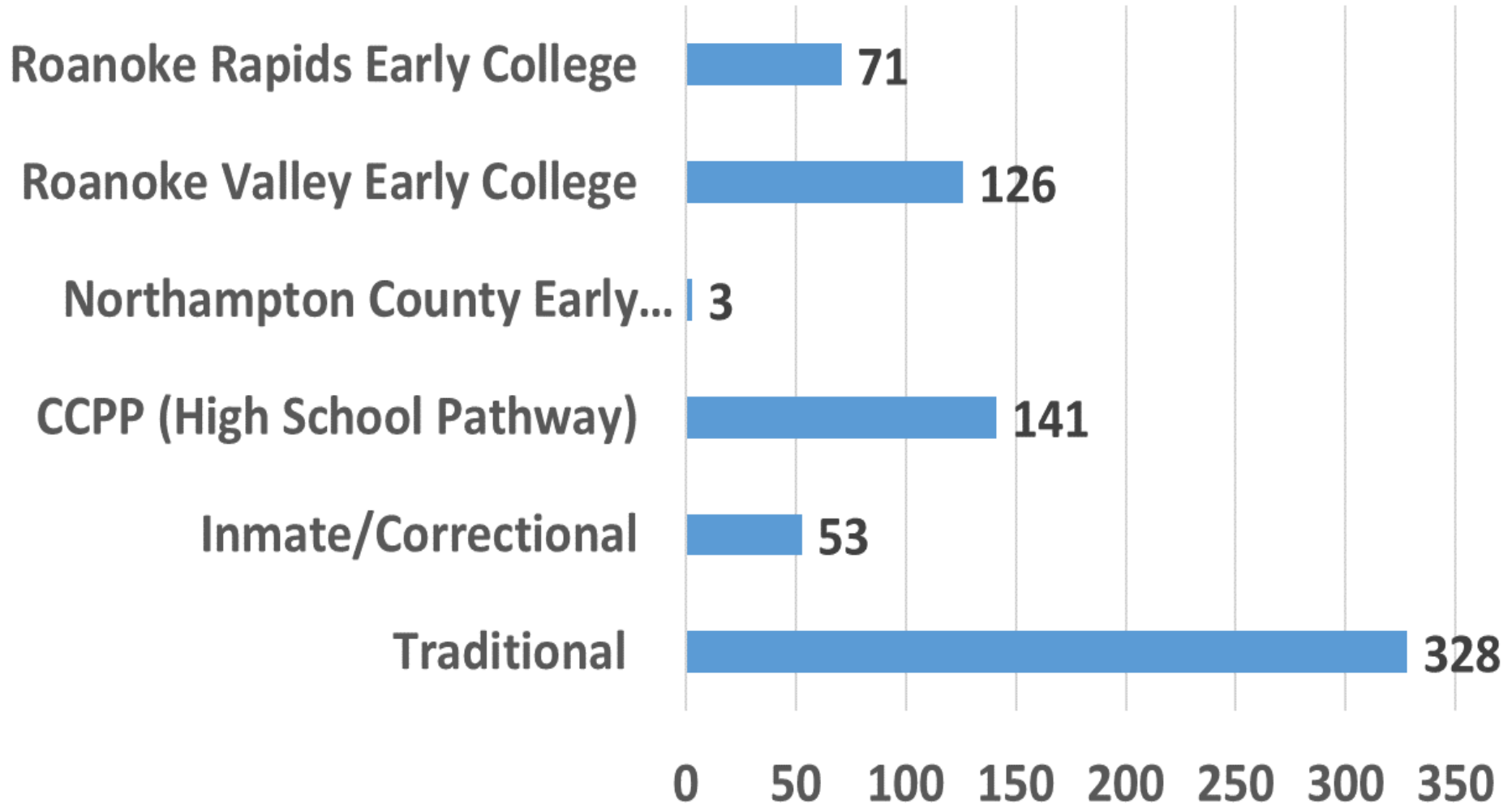


Spring 2019 does not include enrollment for the mini-semester. The mini-semester began on March 5, 2019, which is after the deadline for materials to be submitted to the Clerk to the Board .

SPRING 2019 ENROLLMENT



Breakdown of Halifax County Spring 2019 Enrollment



18-19 COUNTY APPROPRIATIONS

18-19 BUDGET	HALIFAX CO.	NORTHAMPTON CO.	TOTAL	SPENT THRU JAN 31, 2019
CURRENT OPERATING	\$1,215,601	\$60,000	\$1,275,601	58.78%
CAPITAL OUTLAY	\$227,277	\$200,000	\$427,277	36.96%
TOTAL	\$1,442,878	\$260,000	\$1,702,878	53.30%

TIME OF TRANSITION

- Contracted with a vendor to maintain the grounds on campus.
- Brought in our maintenance and custodial functions and by doing so ended an outsourced contract.

CONNECT NC BONDS

- Added new boilers to the 100, 300, 500, & 600 Buildings.
- Added new chillers to the 500 & 600 Buildings.
- Reposting replacement of HVAC units on 400 Building & Library.

ADVANCED MANUFACTURING & CORPORATE TRAINING CENTER

- Selected an architect
- Currently we are in the advance planning phase
- Funded through \$3,742,915 of Connect NC Bonds and \$2,000,000 of EDA Grant from the U.S. Economic Development Administration

NORTHAMPTON EARLY COLLEGE MOVE TO CAMPUS PROJECT

- Goal: Successfully establishing a hall in the 100 Building for NHEC.
- Work completed: Moving class spaces, retiling, painting, carpeting, cabinets installed, & commercial serving space set up.
- Work in process: Contract for three electronic security doors \$51,799.83.
- \$24,982 of funds remaining as of Jan. 31 not encumbered

NORTHAMPTON COUNTY EARLY COLLEGE



FRESH PAINT



REFURBISHED FLOORS



REPURPOSED ROOMS



STUDENT LOUNGE WITH SERVING SPACE



NEW CARPETING



HEALTH SCIENCES RETURN TO SCOTLAND NECK



NEW ACCESS ROAD WITH TREES



OTHER PROJECTS

CAMPUS LED LIGHTING



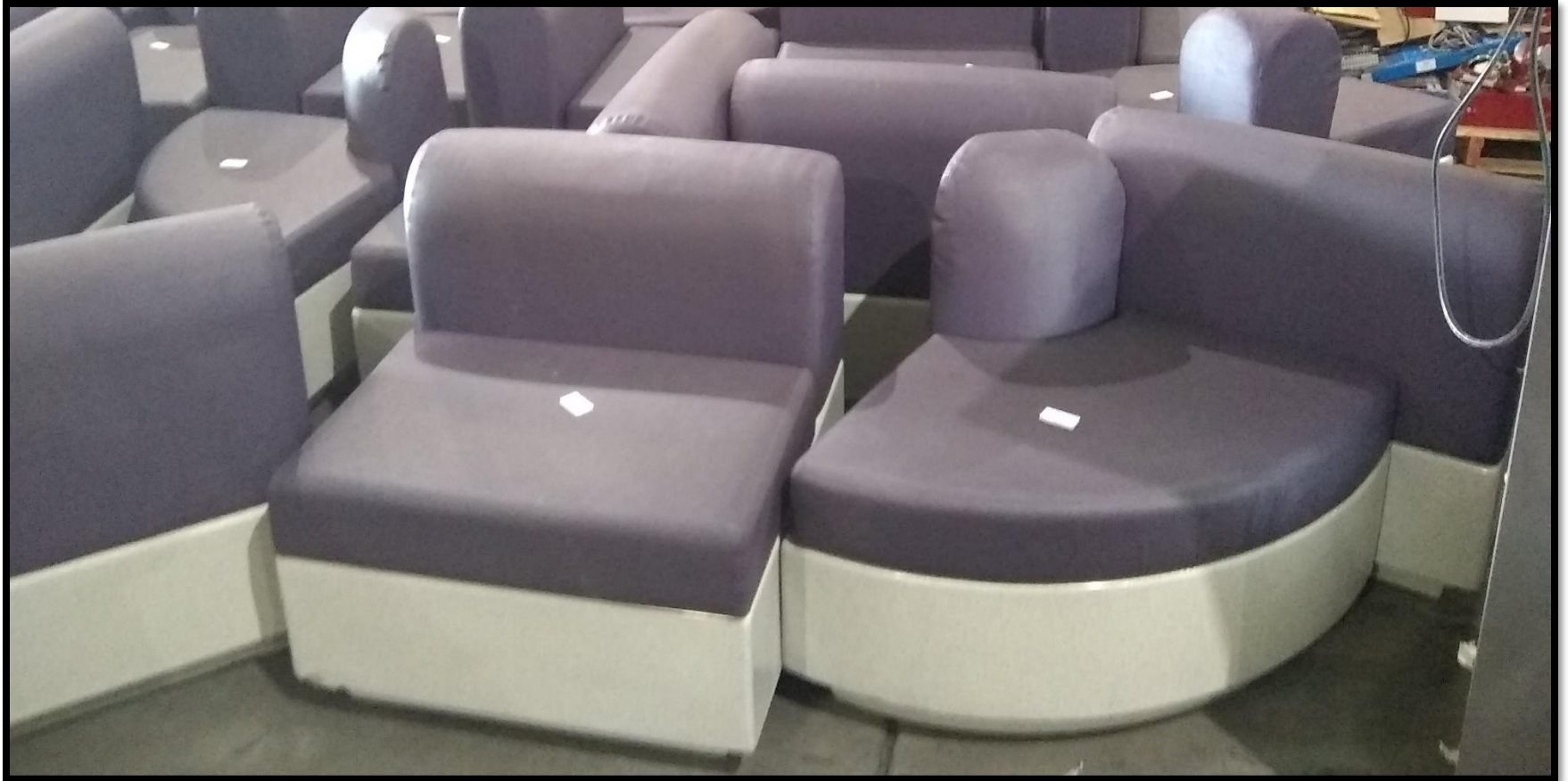
SPRAYER ADDITION FOR SNOW



BOBCAT FOR SNOW REMOVAL



SURPLUS FURNITURE FROM ECU



SURPLUS RECYCLING BINS-ECU



FURTHER INITIATIVES

- Hiring an additional Armed Resource Officer
- Use Connect NC Bonds to replace air handlers in 500 Building
- Update air ventilation in cosmetology area
- Evaluate moving instructional classes into old Town Hall area in Scotland Neck





HALIFAX
Community College

LEARNING COMES TO LIFE IN PURSUIT OF EXCELLENCE

Mid-year Update Halifax Community College

Dr. Michael A. Elam, President/CEO
March 11, 2019



AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

FROM: Ginny Orvedahl, Library Director

PRESENTER: Ginny Orvedahl, Library Director

SUBJECT: Homework Help Pilot Program Grant Award

DATE: March 11, 2019 Regular Meeting

SUPPORTING INFORMATION:

Students who are assigned homework requiring access to the internet, but don't have home access, fall into what's called the "homework gap" which limits educational opportunities outside the classroom. The Homework Help Pilot Program developed by the North Carolina Department of Natural and Cultural Resources and the North Carolina Department of Information Technology aims to give rural libraries the tools they need to help address this gap. County eligibility is based on their economic distress rankings. Please see attachments regarding the Homework Help Pilot Program.

ATTACHMENTS:

Description

- ▢ Homework Help Pilot Program Award

TOTAL COST: \$35,000

COUNTY COST: \$0

REQUEST: Approve the awarding of the Homework Help Pilot Program grant, the receipt of funds, and authorize the appropriate staff to execute the documents.



NC DEPARTMENT
OF NATURAL AND
CULTURAL RESOURCES

RURAL OUTREACH PROGRAMS



Homework Help Pilot Program

OVERVIEW

Students who are assigned homework requiring access to the internet, but don't have home access, fall into what's called the "homework gap" which limits educational opportunities outside the classroom. The Homework Help pilot program developed by the NC Department of Natural and Cultural Resources and the NC Department of Information Technology aims to give rural libraries the tools they need to help address this gap. County eligibility is based on their economic distress rankings.

FUNDING

Each county selected for the pilot program will receive funding that can be used for any combination of hotspots, Chromebooks, routers that can be mounted in bookmobiles or school buses, data plans for up to three years, or product warranties. Matching funds are not required, though the libraries should give thought to how to extend the life of the program.

PARTNERS

The state Department of Information Technology Broadband Infrastructure Office will provide funding for the project and will serve as the technical advisor for the program. The Department of Natural and Cultural Resources will administer the program and monitor usage and results. Local libraries will own and manage the use of the devices.

PRODUCTS

Estimated costs are provided for reference and planning purposes, though costs may vary. The costs for the devices listed below include a one-year data plan. Data plans can also be purchased for additional years.

Wi-fi hotspot*	\$250
Chromebook/hotspot combination*	\$500
Additional hotspot data plan <i>(additional bandwidth options available at varying cost)</i>	\$20/mo
Wi-fi hotspot warranty	\$3/mo
Chromebook additional warranty	\$34-\$78 depending on coverage
Bookmobile/bus router (portable)*	\$950
Bookmobile/bus router (hard-wired)*	\$2,225

*Cost includes one year of data plan



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: March 11, 2019 Regular Meeting

SUPPORTING INFORMATION:

Attached, please find the Board Appointments.

ATTACHMENTS:

Description

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

TOTAL COST:

COUNTY COST:

REQUEST: Approve the Board Appointments that require action.

BOARD APPOINTMENTS

- A. Alcoholic Beverage Control Board
- B. Choanoke Public Transportation Authority
- C. EMS Advisory Committee
- D. Halifax County Council on Aging
- E. Halifax County Joseph Montfort Amphitheater Advisory Board
- F. Voluntary Agriculture District Board
- G. Board Vacancies Without Recommendations
- H. April 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 Tyrone Williams or James Eatman to fill the unexpired term of Drewery Beale

Alcoholic Beverage Control

1	Robert Shields Scotland Neck	Chair Black Male	7/1/2016 through 6/30/2019 Term Number: 8	Appointed by: Halifax County Commissioners Eligible for reappointment? No
2	Drewery Beale Roanoke Rapids	Member White Male	7/1/2017 through 6/30/2020 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
3	Johnny Draper, Jr. Weldon	Member White Male	7/1/2018 through 6/30/2021 Term Number: 8	Appointed by: Halifax County Commissioners Eligible for reappointment? No



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

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 ☒

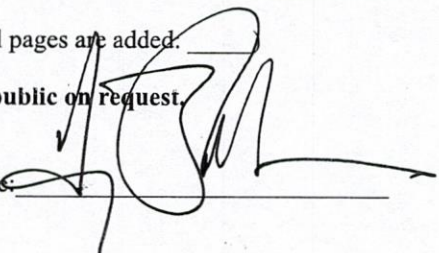
Other information you consider pertinent: (i.e., education, occupational background, civic memberships, related work experiences, etc.):

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: AI

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: a1@lloydsdecorating.com

Home Address: 612 Holly Road Road Rapios 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: Road Rapios

Employer: LLOYDS DECORATING CENTER

Business Address: 1125 E. 10TH ST. Road Rapios 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 ☒

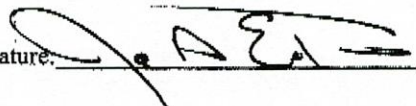
Other information you consider pertinent: (i.e., education, occupational background, civic memberships, related work experiences, etc.):

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: CHOANOKE PUBLIC TRANSPORTATION AUTHORITY

According to our records, the Choanoke Public Transportation Authority has one member that is appointed by the Board of Commissioners with a term that will expire on March 31, 2019:

Chris Rountree

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

- Receive nominations to reappoint Chris Rountree

Choanoke Public Transportation Authority

3	Chris <i>Halifax</i>	Rountree	Member <i>White Male</i>	4/3/2017 through 3/31/2019 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
2	Caleb <i>Littleton</i>	Eller	Member <i>White Male</i>	4/1/2018 through 3/31/2020 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
1	Patricia <i>Roanoke Rapids</i>	Whalen	Member <i>White Female</i>	4/1/2018 through 3/31/2020 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>



CHOANOKE PUBLIC TRANSPORTATION AUTHORITY

Post Office Box 320
Rich Square, North Carolina 27869

Phone: (252) 539-2022

Fax: (252) 539-2533

Rebecca Stapleton
Board Chair

Pamela Perry
Executive Director

February 11, 2019

*Ms. Andrea H. Wiggins
Board Clerk/Assistant to the County Manager
Halifax County
P. O. Box 38
Halifax, NC 27839*

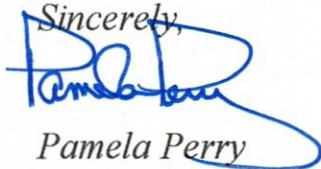
Dear Ms. Wiggins:

I am responding to your recent request for Mr. Chris Rountree's appointment to the CPTA Board of Directors with a term that will expire on March 31, 2019.

Mr. Rountree has been a very dedicated member to the CPTA Board in representing Halifax County. I would like to recommend that Mr. Rountree be reappointed to two year term on the CPTA Board of Directors. Mr. Rountree has indicated he would like to serve another term on the Board.

We certainly appreciate your support. Please contact me if you have any questions.

Sincerely,


Pamela Perry
Executive Director

MEMORANDUM

TO: HALIFAX COUNTY COMMISSIONERS

FROM: ANDREA H. WIGGINS, CLERK TO THE BOARD

SUBJECT: EMS ADVISORY COMMITTEE

According to our records, the EMS Advisory Committee has one member that is appointed by the Board of Commissioners that has resigned:

Mildred Dotson

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

- Receive nominations to appoint an individual to fill the unexpired term of Mildred Dotson

EMS Advisory Committee

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

MEMORANDUM

TO: HALIFAX COUNTY COMMISSIONERS

FROM: ANDREA H. WIGGINS, CLERK TO THE BOARD

SUBJECT: HALIFAX COUNTY COUNCIL ON AGING

According to our records, the Halifax County Council on Aging has one member that is appointed by the Board of Commissioners that has resigned:

James Richard Scott

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

- Receive nominations to appoint William Mueller to serve the unexpired term of James Richard Scott

Halifax County Council on Aging

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



State of North Carolina
County of Halifax

HISTORIC COURTHOUSE - PO BOX 38 - KING STREET - HALIFAX, NC 27833
252-583-1131 ~ FAX: 252-583-9921



RECEIVED

FEB 27 2019

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: WILLIAM G. MUELLER Nickname: BILL

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: 252-533-0994 Home Fax Number: 252-536-8623

Email Address: williamgmueller@gmail.com

Home Address: 211 Hunting Ridge Rd. Roanoke Rapids NC 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: Roanoke Rapids

Employer: Retired Public School Administrator

Business Address: DNA
street city state zip

Business Phone Number: DNA Business Fax: DNA

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

HALIFAX COUNTY COUNCIL ON AGING

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

Qualification for specific category: HALIFAX DELEGATE & RESOLUTIONS CHAIR OF N.C.

SENIOR TRAIL LEGISLATURE; VICE CHAIR - UCP AREA AGENCY ON AGING REGIONAL AGING
ADVISORY COMMITTEE; CHAIR - JO STORV SENIOR PARTNERSHIP & R.R. SENIOR CENTER ADV. COMMITTEE

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

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

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

I WILL PROVIDE A CONNECTION TO, AND INFORMATION FROM, THE NORTH CAROLINA SENIOR
TARHEEL LEGISLATURE AND ITS EXECUTIVE COMMITTEE; THE REGIONAL AGING ADVISORY
COMMITTEE; AND THE JOSEPH SENIOR CENTER IN ROANOKE RAPIDS.

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.):

B.A. & M.A. Ed. - WESTERN CAROLINA UNIVERSITY

ED.D. - NORTH SOUTHEASTERN UNIVERSITY

MEMBER & PAST PRESIDENT - ROANOKE RAPIDS LIONS CLUB

40 YEARS EXPERIENCE AS A PUBLIC SCHOOL TEACHER, PRINCIPAL (ELEM. & HS.)

DIRECTOR & ASST. SUPERINTENDENT.

CURRENT PRESIDENT ROANOKE RAPIDS MAIN STREET PROGRAM

(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: 16 FEBRUARY 2019

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: AMPHITHEATER ADVISORY BOARD

According to our records, the Halifax County Joseph Montfort Amphitheater Advisory Board has three members that are appointed by the Board of Commissioners with terms that will expire on March 31, 2019:

George Daniel, Lori Medlin, and Richard Woodruff

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

- Receive nominations to reappoint George Daniel, Lori Medlin, and Richard Woodruff

Amphitheater Advisory Board

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

MEMORANDUM

TO: HALIFAX COUNTY COMMISSIONERS

FROM: ANDREA H. WIGGINS, CLERK TO THE BOARD

SUBJECT: VOLUNTARY AGRICULTURE DISTRICT BOARD

According to our records, the Voluntary Agriculture District Board has one member that is appointed by the Board of Commissioners that has resigned:

Wayne Short

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

- Receive nominations to appoint Haywood Harrell to fill the unexpired term of Wayne Short

Voluntary Agriculture District Board

0	James Davis, III <i>Scotland Neck</i>	Ex-Officio <i>Black Male</i>	through Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
0	Judy Evans-Barbee <i>Halifax</i>	Ex-Officio <i>White Female</i>	through Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
0	Doris Hawkins <i>Halifax</i>	Ex-Officio <i>White Female</i>	through Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
0	Will Mann <i>Halifax</i>	Ex-Officio <i>White Male</i>	through Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
0	Chris Rountree <i>Halifax</i>	Ex-Officio <i>White Male</i>	through Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
0	Arthur Whitehead <i>Halifax</i>	Ex-Officio <i>White Male</i>	through Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
2	Troy Fulkerson <i>Enfield</i>	Member <i>White Male</i>	9/1/2016 through 8/31/2019 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment? No
1	Mike Hale <i>Littleton</i>	Member <i>White Male</i>	9/1/2016 through 8/31/2019 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment? No
3	Chris Braddy <i>Scotland Neck</i>	Member <i>White Male</i>	9/1/2017 through 8/31/2020 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment? No
4	Michael Morris <i>Roanoke Rapids</i>	Member <i>White Male</i>	9/1/2017 through 8/31/2020 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment? No
6	Tony Francis <i>Enfield</i>	Member <i>Black Male</i>	9/1/2018 through 8/31/2021 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment? No
0	Raymond Garner, Jr. <i>Roanoke Rapids</i>	Member <i>White Male</i>	9/1/2018 through 8/31/2021 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment? No
5	Wayne Short (Vacant) <i>Littleton</i>	Member <i>White Male</i>	9/1/2018 through 8/31/2021 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment? No



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 2/13/19

APPLICATION FOR: AUTHORITIES, BOARDS, COMMISSIONS, and COMMITTEES

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

Name: Haywood E. Harrell Nickname: _____

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

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

Home Phone Number: (252) 826-5346 Home Fax Number: _____

Email Address: farmer_h @ hughes.net

Home Address: 735 Shady Grove Rd Halifax NC 27839
street city state zip

Mailing Address: _____

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: Self

Business Address: 1083 Conocannara Rd Halifax NC 27839
street city state zip

Business Phone Number: 252-826-3452 Business Fax: 252 826-3452

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

Halifax County Voluntary District - Agricultural Advisory Board

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

Qualification for specific category: _____

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

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:

Worked as an Agricultural Ext Agent for 30+ years
I am a Volunteer Fireman and Board Chairman
of the Tillery Volunteer Fire Dept.

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 ☒
HH

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

B.S. Degree in Agriculture Science NC A&T S U
Masters Degree in Adult Ed NCSU
Appointed By The U.S. Secretary of Ag to serve
on the National Cotton Board 2016-2018

(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: 2/11/19

Applicant's Signature: Raymond E. Hurrell

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: APRIL 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.

There are no expiring terms in the month of April.

MEMORANDUM

TO: HALIFAX COUNTY COMMISSIONERS

FROM: ANDREA H. WIGGINS, CLERK TO THE BOARD

SUBJECT: BOARD VACANCIES WITHOUT RECOMMENDATIONS

For Information Only – No Action Required

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

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

Susan Horrell and Lakeshia Jones

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

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

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

Dean Smith

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

Thomas Myrick, Jr.

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

James Richard Scott

Continued

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

George Branch, Jr. and Doris Richardson

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

Christopher Mayo

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

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

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

Alternates

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

Rick Gilstrap

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

Diane Pridgen, Fred Draper, Ronna Graham, Linda Vaughan, Janyah Alston, Niasia Anthony,
Bettina Flood, Levi Scott, and Clarette Glenn

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

Delores McGriff, Nannie Lynch, and Hattie Squire

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

James Richard Scott

Continued

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

Tillman Long

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

Tillman Long and Robert Moore, Jr.

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

Bill Dickens and John Lovett

Community Child Protection Team (CCPT)

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

EMS Advisory Committee

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

Five County Community Oper. Center Oversight Board

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

Halifax County Board of Adjustment

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

Halifax County Council on Aging

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

Halifax County Human Relations Commission

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

Amphitheater Advisory Board

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

Parks and Recreation Advisory Board

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

Airport Authority

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

Industrial Facilities & Pollution Control

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

Juvenile Crime Prevention Council

9	Diane <i>Scotland Neck</i>	Pridgen (Vacant)	Substance Abuse Professional <i>White Female</i>	2/1/2010 through 1/31/2012 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
7	Fred <i>Roanoke Rapids</i>	Draper (Vacant)	Non-Profit or United Way Repres <i>White Male</i>	2/1/2011 through 1/31/2013 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
25	Ronna <i>Halifax</i>	Graham (Vacant)	At-Large Member <i>White Female</i>	2/1/2013 through 1/31/2015 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
16	Linda <i>Roanoke Rapids</i>	Vaughan (Vacant)	At-Large Member <i>White Female</i>	5/6/2013 through 1/31/2015 Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
10	Janyah <i>Scotland Neck</i>	Alston (Vacant)	Representative under 18 years of <i>Black Female</i>	3/10/2014 through 1/31/2016 Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
5	Niasia <i>Scotland Neck</i>	Anthony (Vacant)	Representative under 18 years of <i>Black Female</i>	2/1/2014 through 1/31/2016 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
1	Bettina <i>Halifax</i>	Flood (Vacant)	Juvenile Defense Attorney <i>Black Female</i>	2/1/2014 through 1/31/2016 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
26	Levi <i>Enfield</i>	Scott (Vacant)	Business Community Member <i>Black Male</i>	8/3/2015 through 1/31/2016 Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
12	Clarette <i>Henderson</i>	Glenn (Vacant)	Mental Health Representative <i>Black Female</i>	2/1/2017 through 1/31/2019 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
3	Ellen <i>Roanoke Rapids</i>	Burnette	At-Large Member <i>White Female</i>	2/1/2018 through 1/31/2020 Term Number: 6	Appointed by: Halifax County Commissioners Eligible for reappointment? No
6	Anzell <i>Halifax</i>	Harris	Halifax Sheriff Office <i>Black Male</i>	2/1/2018 through 1/31/2020 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
8	Joe <i>Halifax</i>	Long	Parks & Recreation Representati <i>White Male</i>	2/1/2018 through 1/31/2020 Term Number: 11	Appointed by: Halifax County Commissioners Eligible for reappointment? No
4	Joseph <i>Weldon</i>	Sandoval	Faith Community Representative <i>White Male</i>	2/1/2018 through 1/31/2020 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
14	Valerie <i>Halifax</i>	Asbell	District Attorney <i>White Female</i>	2/1/2019 through 1/31/2021 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
20	Brenda <i>Roanoke Rapids</i>	Branch	District Court Judge <i>Black Female</i>	2/1/2019 through 1/31/2021 Term Number: 6	Appointed by: Halifax County Commissioners Eligible for reappointment? No
13	Tony N. <i>Halifax</i>	Brown	County Manager <i>Black Male</i>	2/1/2019 through 1/31/2021 Term Number: 6	Appointed by: Halifax County Commissioners Eligible for reappointment? No

23	Terry <i>Roanoke Rapids</i>	Buffaloe	At-Large Member <i>Black Male</i>	2/1/2019 through 1/31/2021 <i>Term Number: 3</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>
24	Eric <i>Halifax</i>	Cunningham	School Superintendent Designee <i>Black Male</i>	2/1/2019 through 1/31/2021 <i>Term Number: 2</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>
17	Chuck <i>Roanoke Rapids</i>	Hasty	Police Chief <i>White Male</i>	2/1/2019 through 1/31/2021 <i>Term Number: 2</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>
11	Robin <i>Halifax</i>	Johnson	Social Services representative <i>White Female</i>	2/1/2019 through 1/31/2021 <i>Term Number: 3</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>
2	Teresa <i>Enfield</i>	King	At-Large Member <i>Black Female</i>	2/1/2019 through 1/31/2021 <i>Term Number: 1</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>
21	Sonynia <i>Halifax</i>	Leonard	Chief Court Counselor <i>Black Female</i>	2/1/2019 through 1/31/2021 <i>Term Number: 2</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>
18	Doris <i>Littleton</i>	Mack	At-Large Member <i>Black Female</i>	2/1/2019 through 1/31/2021 <i>Term Number: 11</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? No</i>
15	Angela <i>Roanoke Rapids</i>	Moody	Public Health Representative <i>White Female</i>	2/1/2019 through 1/31/2021 <i>Term Number: 1</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>
22	Barbara <i>Weldon</i>	Plum	At-Large Member <i>Black Female</i>	2/1/2019 through 1/31/2021 <i>Term Number: 3</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>
19	Marcelle <i>Scotland Neck</i>	Smith	County Commissioner <i>Black Male</i>	2/1/2019 through 1/31/2021 <i>Term Number: 6</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? No</i>

Nursing Home Advisory Committee

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

Regional Aging Advisory Council

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

Roanoke Rapids Board of Adjustment

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

Roanoke Rapids Planning Board

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

Solid Waste Advisory Board

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



AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

FROM: Renee Perry, HR Management Director

SUBJECT: Retirement Resolution - Mary W. Gregory

DATE: March 11, 2019 Regular Meeting

SUPPORTING INFORMATION:

Please adopt the retirement resolution and acknowledge Mary W. Gregory for her service to the county. Attached is the retirement resolution.

ATTACHMENTS:

Description

- ▢ Retirement Resolution - Mary W. Gregory

TOTAL COST:

COUNTY COST:

REQUEST: Adopt the retirement resolution and acknowledge Mrs. Gregory for her service to the county.

Resolution

✧ **WHEREAS, MARY W. GREGORY**, decided to retire as an Income Maintenance Caseworker II with the Halifax County Department of Social Services effective January Thirty-First of the Year Two Thousand and Nineteen; and

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

✧ **NOW THEREFORE BE IT RESOLVED** that on this day, Monday, March Eleventh of the Year Two Thousand and Nineteen, the Halifax County Board of Commissioners did honor Mary W. Gregory with formal adoption of this resolution, to be recorded in the minutes of the meeting of this day.

Vernon J. Bryant, Chairman
Halifax County Board of Commissioners

ATTEST:

Andrea H. Wiggins
Clerk to the Board



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: Approval of Loan from Halifax EMC for Patrol Cars

DATE: March 11, 2019 Regular Meeting

SUPPORTING INFORMATION:

During FY 18-19 budget discussions staff noted that the purchase of new patrol cars for the Sheriff's Office would be accomplished with the assistance of an interest free REDLG loan from Halifax Electric Membership Cooperative (HEMC), payable by three annual installments. Last August, HEMC presented a Promissory Note (copy attached) for execution by the county. After execution of the note, the patrol cars were purchased. Also attached is a budget amendment for the \$243,000 loan, and the appropriation of funds to repay the loan. The first annual loan payment has already been made. Upon reflection, the board should have specifically approved the loan, authorized the county manager to execute the loan, and approved the budget amendment resulting from the loan.

ATTACHMENTS:

Description

- ▢ Promissory Note
- ▢ Budget Amendment

TOTAL COST:\$243,000.00

COUNTY COST:\$243,000.00

- REQUEST:**
1. Approve the loan on the terms presented in the attached Promissory Note
 2. Ratify the action of the county manager and other county staff as to the execution of the promissory note.
 3. Approve the attached budget amendment.

STATE OF NORTH CAROLINA

PROMISSORY NOTE

COUNTY OF HALIFAX

\$243,000.00

Date: August 15, 2018

The undersigned, HALIFAX COUNTY, a body politic, created and existing under the laws of the state of North Carolina, promises to pay to the order of HALIFAX ELECTRIC MEMBERSHIP CORPORATION, ("Halifax EMC") at its principal place of business at 208 West Whitfield Street, Enfield, NC 27823, (mailing address of P. O. Box 667, Enfield, NC 27278), the sum of TWO HUNDRED FORTY THREE THOUSAND and 00/100 DOLLARS (\$243,000.00) without interest, in consecutive equal annual installments, as described further in this promissory note.

THE TERMS AND CONDITIONS OF THE PAYMENT OF THE PRINCIPAL AND INTEREST, IF ANY, IS AS FOLLOWS:

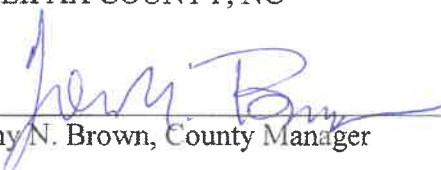
1. Payments: The undersigned shall make three (3) annual payments in the amount of EIGHTY-ONE THOUSAND and 00/100 DOLLARS (\$81,000.00), said annual payments to begin on the 1st day of September, 2018 and on the 1st day of September of each year thereafter until paid in full. Any unpaid balance of the principal shall be due and payable on September 1st, 2020.
2. Default: The failure to make an annual payment when due will constitute a default of this Promissory Note. The principal of this note and any part thereof shall bear interest at the rate of 10% per annum after default until paid. In the event of default, the entire balance of the principal remaining shall, at the option of Halifax EMC, and without notice to the undersigned, be automatically due and payable. Failure to exercise this option shall not constitute a waiver of the right to exercise the same at any other time.
3. Interest: The principal of this note and any part thereof shall not bear interest except in the event of a default as herein set forth. Halifax EMC, upon default, shall have the right to employ an attorney and enforce its rights and remedies and the undersigned agrees to pay to Halifax EMC reasonable attorneys' fees plus any costs incurred by Halifax EMC in exercising its rights and remedies upon default.
4. Waiver of Presentment: All parties to this note, whether principal, surety, guarantor, or endorser, hereby waive presentment for payment, demand, protest, and notice of dishonor, and all defenses on the grounds of extension of time for the payment hereof, which may be given by the holder of the note or to anyone that has assumed the payment of this Promissory Note.

5. Use of Funds: The loan funds evidenced by this note shall be used to purchase nine new patrol vehicles for the Halifax County Sheriff's Department. The funding evidenced by this note may be refinanced with RED Loan Funds at which time a new note, loan agreement, and security agreement will be executed as required by that federal program.
6. Prepayment Allowed: This Promissory Note may be prepaid in full or in part at any time without penalty or premium.
7. Jurisdiction: This Promissory Note is to be governed and construed according to the laws of the State of North Carolina.

IN TESTIMONY WHEREOF, the undersigned has caused this Promissory Note to be executed by its duly authorized officers as the official act of Halifax County the day and year first above written.

HALIFAX COUNTY, NC

By:


Tony N. Brown, County Manager

HALIFAX COUNTY SHERIFF'S DEPARTMENT

By:


Wes Tripp, Sheriff

**This instrument has been preaudited
in the manner required by
the Local Government Budget
and Fiscal Control Act**


BY:


Finance Director

Approved as to Form and Legality


M. Glynn Rollins, Jr., County Attorney

Approved as to Form and Legality


H. Lawrence Armstrong, Jr.
Halifax Electric Membership
Corporation Attorney

070356
08 11/11/19

BUDGET AMENDMENT

Account Number / Name	Debit	Credit	Explanation
110-9200-5697-04 Vehicle Purchase CA	246,471.48		Sheriff
110-4410-4839-72 Loan Proceeds		243,000.00	Budget Loan Proceed Funds for
110-9200-5550-01 Tools & Equipment		3,471.48	Purchase of 9 Patrol cars and
			transfer set-up costs from T & E
TOTALS	246,471.48	246,471.48	

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

Approval for Performance Compensation

Human Resources Director _____ Date _____

Program Director _____ Date _____
 Department / Agency Head _____ Date _____
 County Manager or _____ Date _____
 Deputy Co. Manager or _____
 County Commissioner Chairman _____



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: Resolution in Honor of Robertha McGuire Wade

DATE: March 11, 2019 Regular Meeting

SUPPORTING INFORMATION:

I will request that the Board adopt the resolution honoring Robertha McGuire Wade.

ATTACHMENTS:

Description

- ▢ Resolution in Honor of Robertha McGuire Wade

TOTAL COST:

COUNTY COST:

REQUEST: Adopt the resolution in honor of Robertha McGuire Wade.



*Resolution
In Honor Of
Robertha McGuire Wade*

Whereas, Robertha McGuire Wade was born on September 12, 1919 in Scotland Neck, North Carolina; and

Whereas, Robertha married her childhood sweetheart, the late Morris Wade, on Valentine's Day, February 14, 1942, and was married 52 years before his death on August 9, 1994; and

Whereas, Robertha was blessed with 9 beautiful children and is the proud grandmother of 22 grandchildren, 65 great-grandchildren and 15 great great-grandchildren; and

Whereas, Robertha is the oldest Mother of Crowell Missionary Baptist Church located in Halifax, North Carolina; and

Whereas, Robertha's favorite scripture is Psalms 23, favorite song "I'm going to do all I can for the Lord", and she enjoys spending time with her family and friends.

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 Robertha McGuire Wade our sincere congratulations and best wishes for many more happy and productive years.

This the 11th day of March, 2019.

Vernon J. Bryant, Chairman
Halifax County Board of Commissioners

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