

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 May 6, 2019 Regular Meeting 9:30 AM

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

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

Call to Order

Chairman Vernon J. Bryant

Invocation and Pledge of Allegiance

Adoption of the Agenda

Conflict of Interest

Chairman Vernon J. Bryant

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

1. Consent Agenda

County Commissioners

- A. Approval of Minutes
- B. Budget Amendments
- C. Property Tax Releases - April 2019
- D. WIOA Student Incentive Grant

2. Special Recognitions

- A. Charters of Freedom Certificates of Appreciation
- B. Sons of the American Revolution Award
- C. 2019 Lake Gaston Clean-Up Day Resolution

County Commissioners

**Ken Wilson, Halifax Resolves Chapter
N. C. Sons of the American Revolution
Moira J. Underwood, Lake Gaston
Association**

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

- A. Public Comment Period

4. Public Hearing

- A. Moratorium on Permit Applications for Solar Energy Systems

Chris Rountree, Planning Director

5. Agenda Item

- A. Charters of Freedom Final Report

Ken Wilson, Charters of Freedom

6. Action on Public Hearing

- A. Moratorium on Permit Applications for Solar Energy Systems **County Commissioners**

7. Agenda Items

- A. Joseph Montfort Amphitheater Design Update **Ian M. Bungarner, Senior Management Analyst**
- B. Halifax County Schools Lottery Funds Request **Tony Alston, Halifax County Schools**
- C. Annual Child Fatality Prevention Report **Bruce L. Robistow, Health Director**
- D. 2019 Community Health Needs Assessment **Bruce L. Robistow, Health Director**
- E. Halifax Cooperative Extension Program Report **Arthur Whitehead, Cooperative Extension Director**
- F. 2019 Recreation Partners Program **Ian M. Bungarner, Senior Management Analyst**
- G. 2019 - 2020 Juvenile Crime Prevention Council Funding Plan **Marcelle O. Smith, Juvenile Crime Prevention Council Chairman**

8. Board Appointments

- A. Board Appointments **County Commissioners**

9. Economic Development Report

10. County Manager's Report

- A. NCEast Alliance Funding Request **Tony N. Brown, County Manager**

11. County Attorney's Report

12. Other Business

County Commissioners

13. Closed Session

County Commissioners

- A. Approval of Closed Session Minutes

14. Adjourn until the May 20, 2019 Regular Meeting

County Commissioners

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



AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

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

SUBJECT: Approval of Minutes

DATE: May 6, 2019 Regular Meeting

SUPPORTING INFORMATION:

Attached, please find draft minutes for your review.

ATTACHMENTS:

Description

- ▢ March 11, 2019 Regular Meeting
- ▢ April 1, 2019 Board of Equalization and Review Meeting
- ▢ April 1, 2019 Regular Meeting

TOTAL COST:

COUNTY COST:

REQUEST: Approve the draft minutes.

**MINUTES
HALIFAX COUNTY
BOARD OF COMMISSIONERS
REGULAR MEETING
MARCH 11, 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, March 11, 2019, at 9:30 A. M. in the Historic Courthouse, Halifax, North Carolina.

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

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

Call to Order

Chairman Bryant called the meeting to order.

Invocation and Pledge of Allegiance

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

Adoption of the Agenda

M. Glynn Rollins, Jr., County Attorney, requested that Item 8.B. 2019 Local Government Agencies General Records Retention and Disposition Schedule Resolution be added to the agenda.

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

Conflict of Interest

Commissioner Manning stated that he may have a perceived conflict regarding the submission of an Alcoholic Beverage Control Board application from his significant other, Helen P. Bush. There was no conflict of interest noted by any other member of the Board.

1. Consent Agenda

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

A. Approval of Minutes

Andrea H. Wiggins, Clerk to the Board/Assistant to the County Manager, requested that the Board approve the draft minutes of the December 3, 2018 Regular Meeting, December 7, 2018 Regular Meeting, January 7, 2019 Regular Meeting, and January 22, 2019 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 Refunds and Releases - February 2019

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

D. Seniors Health Insurance Information Program Medicare Improvements for Patients and Providers Act Grant

Rose B. Lewis, Human Resources Management, requested that the Board approve the submission of the Seniors Health Insurance Information Program Medicare Improvements for Patients and Providers Act Grant application, the receipt of funds if awarded, and to authorize the appropriate staff to execute the documents.

2. Special Recognition

A. Retirement Resolution - Patricia C. Yarboro, Department of Social Services

Commissioner Manning read a retirement resolution in honor of Patricia C. Yarboro, Department of Social Services, which is attached to these minutes as Attachment B.

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

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

Vanessa Fields, Southeastern Halifax Coalition Chairman, 3507 N. C. Highway 125, Hobgood, addressed the Board stating that as community advocates for southeastern Halifax County, the Coalition was committed to assuring that the much needed resources of the rural underserved areas of Hobgood, Scotland Neck, Enfield, Tillery, and Halifax were acknowledged and recognized to receive an equitable distribution of services for the health needs particularly in recreation. The Coalition was in full support of the Halifax County Recreation Master Plan goals to hire a fulltime recreation director and to establish a recreation department that would coordinate recreation across the County. She invited the Board to attend a guided tour regarding the recreational needs of the entire County which would be provided by the Southeastern Halifax Coalition.

Audrey Hardy, Parks and Recreation Advisory Board Chairman, 81 Young Drive, Roanoke Rapids, addressed the Board regarding correspondence received from Chairman Bryant and the County Manager regarding the role of the Parks and Recreation Advisory Committee. She stated that the role of the Parks and Recreation Advisory Committee was not to be adversaries to the Board of Commissioners but to promote recreation in Halifax County. She requested that the Board hire a recreation director to coordinate recreation across the County. The recreation director would be responsible for facilitating the grants that were awarded to the Parks and Recreation Advisory Board.

4. Agenda Items

A. District Court Upgrades

Honorable Brenda G. Branch, Chief District Court Judge, addressed the Board and provided a brief update for the upcoming budget discussion regarding the continuation of upgrades for the Halifax County Courthouse which included the following: Replacement of the worn and stained carpet on the backside of the courtrooms, probation officer back hallway, downstairs areas and the bailiff's office area; replacement of peeling wallpaper in the judges hallway; replace the judges chairs with ergonomic chairs; and the back parking lot needed to be repaired, repaved, and marked. It was requested that the Board visit the courthouse and tour the facility.

B. Halifax Community College Mid-Year Update Presentation

Dr. Michael A. Elam, Halifax Community College President, and David Forester, Halifax Community College Chief Financial Officer, addressed the Board and provided a brief PowerPoint presentation regarding the Halifax Community College Mid-Year Update. Dr. Elam stated that the spring 2019 student enrollment consisted of 1,022 students as follows: 722 Halifax County, 212 Northampton County, and 88 from other counties. The County's contribution to the FY 2018-2019 Halifax Community College Budget was in the total amount of \$1,442,878 which consisted of \$1,215,601 current operating and \$227,277 capital outlay. The Halifax Community College contracted with a vendor to maintain the grounds on campus and no longer had contracts for outside maintenance and custodial functions on campus. Connect NC Bond funds were used to purchase new boilers, chillers, and repoting replacement of HVAC units. The Advanced Manufacturing and Corporate Training Center was funded through Connect NC Bond in the amount of \$3,742,915 and \$2,000,000 from the U. S. Economic Development Administration. An architect had been hired for the Advanced Manufacturing and Corporate Training Center and the advance planning phase had begun. Efforts had been made to successfully establish space in the 100 Building for the Northampton Early College which consisted of moving class spaces, retiling, painting, carpeting, installation of cabinets in the student lounge which included commercial serving space, and a contract for three electronic security doors in the amount of \$51,799.83. Initiatives consisted of trees planted on the access road, upgraded campus lighting, new sprayer for snow, a Bobcat for snow removal, surplus furniture and recycling bins was received from East Carolina University. Further initiatives consisted of hiring an additional armed resource officer, Connect NC Bond funds were used to replace air handlers in the 500 Building, updated air ventilation in cosmetology area, and evaluated moving instructional classes into the old Town Hall area in Scotland Neck.

C. Homework Help Pilot Program Grant

Ginny Orvedahl, Library Director, addressed the Board requesting approval to receive the Homework Help Pilot Program Grant award in the amount of \$35,000. The Homework Help Pilot Program Grant funds would assist students who were assigned homework requiring access to the internet, but did not have home internet access, which limit educational opportunities outside the classroom. The Homework Help Pilot Program was developed by the North Carolina Department of Natural and Cultural Resources and the North Carolina Department of Information Technology aimed to provide rural libraries with the tools they need to help address the homework gap.

Commissioner Smith moved to approve the receipt of Homework Help Pilot Program Grant funds in the amount of \$35,000. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

5. Board Appointments

Alcoholic Beverage Control Board

It was the consensus of the Board to defer action on the Alcoholic Beverage Control Board.

Choanoke Public Transportation Authority

Commissioner Manning moved to reappoint Chris Rountree to serve on the Choanoke Public Transportation Authority, term expiring March 31, 2021. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

EMS Advisory Committee

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

Halifax County Council on Aging

Commissioner Manning moved to appoint William Mueller to fill the unexpired term of James Richard Scott on the Halifax County Council on Aging, term expiring June 30, 2019. Commissioner Smith seconded the motion, which passed unanimously by voice vote.

Halifax County Joseph Montfort Amphitheater Advisory Board

Commissioner Qualls moved to reappoint George Daniel, Lori Medlin, and Richard Woodruff to serve on the Halifax County Joseph Montfort Amphitheater Advisory Board, terms expiring March 31, 2022. Commissioner Smith seconded the motion, which passed unanimously by voice vote.

Voluntary Agriculture District Board

Commissioner Smith moved to appoint Haywood Harrell to fill the unexpired term of Wayne Short on the Voluntary Agriculture District Board, term expiring August 31, 2021. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

6. Economic Development Report

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

7. County Manager's Report

A. Increasing Access to Healthy Foods Innovation Grant

Rose B. Lewis, Human Resources Management, requested that the Board approve the submission of the Increasing Access to Healthy Foods Innovation Grant application, the receipt of funds if awarded, and to authorize the appropriate staff to execute the documents.

Commissioner Manning moved to approve the submission of the Increasing Access to Healthy Foods Innovation Grant application, the receipt of funds if awarded, and to authorize the

appropriate staff to execute the documents. Commissioner Qualls seconded the motion, which passed unanimously by voice vote.

Commissioner Qualls moved to excuse Commissioner Smith from the meeting. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

B. Halifax County 911 Regional Back Up Center Project

Dia H. Denton, Deputy County Manager, addressed the Board regarding the project to build a new Primary PSAP and Regional Back Up Center. She reported that staff was working with the North Carolina 911 Board staff to finalize the grant agreement which outlined the responsibilities of County regarding the project. She further reported that County staff was aware that the grant funds in the amount of \$4,067,780 would not pay for the entire project and continued to work to find additional funding opportunities to offset the cost to the County. On February 7, 2019, she traveled with Chairman Bryant and the County Manager to Washington, D.C. and met with the staff of Senators Richard M. Burr and Thomas R. Tillis and Representative G. K. Butterfield, Jr. regarding the project. Further assistance was requested from the Hometown Strong Initiative and from Senator Milton F. "Toby" Fitch, Jr. and Representative Michael H. Wray through the Halifax County Intergovernmental Association and other discussions. The North Carolina 911 Board required project oversight as part of the project; however, grants funds could not be used. It was requested that the Board approve an appropriation in the amount of \$430,000 from Fund Balance for the contract with Mission Critical Partners to provide oversight of the project. It was further requested that the Board adopt the Halifax County 911 Regional Back Up Center Project Ordinance, which is attached to these minutes as Attachment C. Also, if and when funding sources were identified, staff would submit a revised project budget ordinance for approval.

Commissioner Manning moved to approve the grant agreement with the North Carolina 911 Board, contract with Mission Critical Partners, and to adopt the Halifax County 911 Regional Backup Center Capital Project Ordinance. Commissioner Bryant seconded the motion.

The votes were as follows:

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

C. Retirement Resolution - Mary W. Gregory, Department of Social Services

Tony N. Brown, County Manager, read a retirement resolution in honor of Mary W. Gregory, Department of Social Services, which is attached to these minutes as Attachment D.

Commissioner Manning moved to adopt the retirement resolution honoring Mary W. Gregory, Department of Social Services. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

8. County Attorney's Report

A. Halifax Electric Membership Cooperative Loan for Patrol Cars

M. Glynn Rollins, Jr., County Attorney, addressed the Board and stated that during the FY 2018-2019 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 Rural Economic Development Loan Grant from Halifax Electric Membership Cooperative, payable by three annual installments. Last August, Halifax Electric Membership Cooperative presented a promissory note for execution by the County and after the execution of the note, the patrol cars were purchased. It was requested that the Board approve a budget amendment in the amount of \$243,000 for the loan, which is attached to these minutes as Attachment E, and the appropriation of funds to repay the loan. The first annual loan payment had already been made and 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. It was requested that the Board approve the loan on the terms presented in the promissory note, ratify the action of the County Manager and other County staff as to the execution of the promissory note, and approve the budget amendment.

Commissioner Qualls moved to approve the loan on the terms presented in the promissory note, ratify the action of the County Manager and other County staff as to the execution of the promissory note, and approve the budget amendment. Commissioner Manning seconded the motion, which passed unanimously by voice vote.

B. 2019 Local Government Agencies General Records Retention and Disposition Schedule Resolution

M. Glynn Rollins, Jr., County Attorney, addressed the Board stating that no public official may dispose of any public records without the consent of the North Carolina Department of Cultural Resources. The Department of Cultural Resources provides consent for the disposition of public records by the publication of records retention and disposition schedules for various departments and agencies of county government, conditioned upon the approval of those schedules by the governing body of those departments or agencies. The recommended general records retention and disposition schedule for local government agencies had been recently revised by the Department of Cultural Resources and was now available for Board approval. A copy of the table of contents and the Approval and Executive Summary for the 2019 General Records Schedule for Local Governments was provided for the Board's review. It was requested that the Board adopt the resolution regarding the approval of the 2019 Local Government Agencies General Records Retention and Disposition Schedule, which is attached to these minutes as Attachment F.

Commissioner Brewer moved to adopt the resolution regarding the approval of the 2019 Local Government Agencies General Records Retention and Disposition Schedule. Commissioner Johnson seconded the Board, which passed unanimously by voice vote.

9. Other Business

A. Resolution in Honor of Robertha McGuire Wade

Chairman Bryant requested that the Board adopt a resolution in honor of 99 years old Robertha McGuire Wade, which is attached to these minutes as Attachment G.

Commissioner Manning moved to adopt a resolution in honor of Robertha McGuire Wade. Commissioner Qualls seconded the motion, which passed unanimously by voice vote.

10. Closed Session

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

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

11. Adjourn until the April 1, 2019 Regular Meeting

With there being no further matters to come before the Board, Commissioner Qualls moved to adjourn the meeting until the April 1, 2019 Regular Meeting at 9:30 A. M. in the Historic Courthouse. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

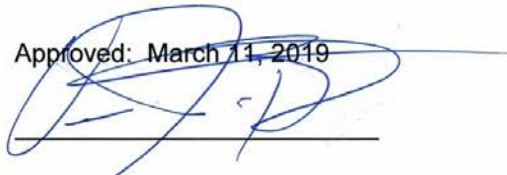
Vernon J. Bryant, Chairman
Halifax County Board of Commissioners

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

Attachment A

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


Resolution

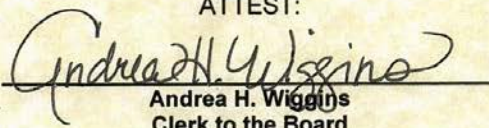
✧ **WHEREAS, PATRICIA C. YARBORO**, decided to retire as a Social Worker III with the Halifax County Department of Social Services effective January Thirty-First of the Year Two Thousand and Nineteen; and

✧ **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

**Halifax County
911 Regional Back-up Center
Capital Project Ordinance**

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

Section 1. The project authorized is the construction of a Regional Back-up Center to relocate the existing Halifax County 911 Center, upfit the new location with necessary equipment for the Primary PSAP and to serve as back-up sites for Franklin and Warren Counties. The location is to be 351 Ferrell Lane, Halifax, NC.

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

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

Construction	\$ 5,164,988
Furniture & Fixtures	224,794
Architect	300,000
Program Management	430,000
Tower and Radio Equipment	1,002,142
Technology Infrastructure	451,010
Contingency	<u>125,000</u>
Total	\$ 7,697,934

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

NC 911 Board Grant	\$ 4,067,780
Halifax County Fund Balance	<u>3,630,154</u>
	\$ 7,697,934

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

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

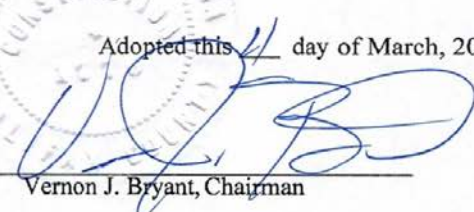
Section 7. The Finance Officer is directed to report, on a quarterly basis, on the financial status of each project element in Section 3.

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

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

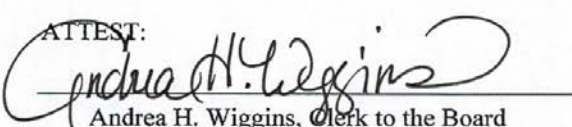
Section 10. Copies of this capital project ordinance shall be furnished to the Clerk to the Board, the Budget Officer and the Finance Officer for direction in carrying out this project.

Adopted this 11 day of March, 2019 at Halifax, North Carolina.



Vernon J. Bryant, Chairman

ATTEST:



Andrea H. Wiggins, Clerk to the Board


Resolution

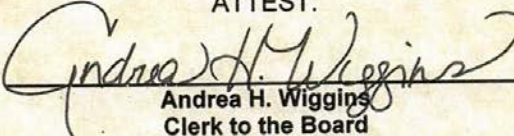
✧ **WHEREAS, MARY W. GREGORY**, decided to retire as an Income Maintenance Caseworker II with the Halifax County Department of Social Services effective January Thirty-First of the Year Two Thousand and Nineteen; and

✧ **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

Attachment E

070356
03/17/19

BUDGET AMENDMENT

Account Number / Name	Debit	Credit	Explanation
110-9200-5697-04 Vehicle Purchase CA	I 246,471.48		Sheriff
110-4410-4839-72 Loan Proceeds		I 243,000.00	Budget Loan Proceed Funds for
110-9200-5550-01 Tools & Equipment		D 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

Program Director
W. W. Dutton
Department / Agency Head
Date 1-16-19

County Manager or
Deputy Co. Manager or
County Commissioner Chairman
Date 1-16-19

Human Resources Director
Date

Attachment F

RESOLUTION REGARDING
APPROVAL OF THE 2019 LOCAL GOVERNMENT AGENCIES
GENERAL RECORDS RETENTION AND DISPOSITION SCHEDULE

WHEREAS, no public official may dispose of any public record without the consent of the North Carolina Department of Cultural Resources (the DCR); and

WHEREAS, the DCR gives consent for the disposition of public records by the promulgation of Records Retention and Disposition Schedules for various departments and agencies of county government, when such schedules are approved by the governing body of those departments or agencies and filed with the DCR; and

WHEREAS, the recommended general records retention and disposition schedule for local government agencies has been recently revised by the DCR and are recommended for adoption;

NOW, THEREFORE, it is hereby RESOLVED that the following Records Retention and Disposition Schedule is approved by the Halifax County Board of Commissioners:

2019 Local Government Agencies General Records Retention and Disposition Schedule

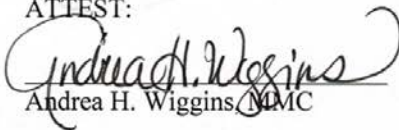
AND BE IT FURTHER RESOLVED that the Chairman of the Halifax County Board of Commissioners is authorized to sign such documentation as may be necessary to certify the approval of this Records Retention and Disposition Schedule to the North Carolina Department of Cultural Resources.

Adopted this 11th day of March, 2019.



Vernon J. Bryant, Chairman
Halifax County Board of Commissioners

ATTEST:



Andrea H. Wiggins, MMC

**2019 Local Government Agencies
General Records Retention and Disposition Schedule**

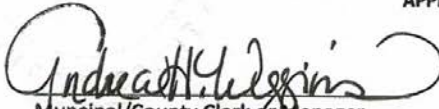
The records retention and disposition schedule and retention periods governing the records series listed herein are hereby approved. In accordance with the provisions of Chapters 121 and 132 of the *General Statutes of North Carolina*, it is agreed that the records do not and will not have further use or value for official business, research, or reference purposes after the respective retention periods specified herein and are authorized to be destroyed or otherwise disposed of by the agency or official having custody of them without further reference to or approval of either party to this agreement. The local government agency agrees to comply with 07 NCAC 04M .0510 when deciding on a method of destruction. Confidential records will be destroyed in such a manner that the records cannot be practicably read or reconstructed. However, records subject to audit or those legally required for ongoing official proceedings must be retained until released from such audits or official proceedings, notwithstanding the instructions of this schedule. *Public records, including electronic records, not listed in this schedule are not authorized to be destroyed.*

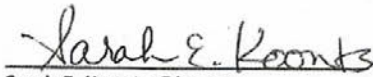
All local government agencies and the Department of Natural and Cultural Resources agree that certain records series possess only brief administrative, fiscal, legal, research, and reference value. These records series have been designated by retention periods that allow these records to be destroyed when "reference value ends." All local government agencies hereby agree that they will establish and enforce internal policies setting minimum retention periods for the records that Natural and Cultural Resources has scheduled with the disposition instruction "destroy when reference value ends." If a local government agency does not establish internal policies and retention periods, the local government agency is not complying with the provisions of this retention schedule and is not authorized by the Department of Natural and Cultural Resources to destroy the records with the disposition instruction "destroy when reference value ends."

All local government agencies and the Department of Natural and Cultural Resources concur that the long-term and/or permanent preservation of electronic records requires additional commitment and active management by the agency. Agencies agree to comply with all policies, standards, and best practices published by the Department of Natural and Cultural Resources regarding the creation and management of electronic records.


It is further agreed that these records may not be destroyed prior to the time periods stated; however, for sufficient reason they may be retained for longer periods. This schedule supersedes the general standards in all previous local government retention and disposition schedules and is to remain in effect from the date of approval until it is reviewed and updated.

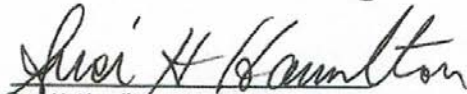
APPROVAL RECOMMENDED


Municipal/County Clerk or Manager
Title: County Clerk


Sarah E. Koonts, Director
Division of Archives and Records

APPROVED


Head of Governing Body
Title: Chairman
Bel of
Commission


Susi H. Hamilton, Secretary
Department of Natural and Cultural
Resources

Municipality/County: Halifax

Attachment G



*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

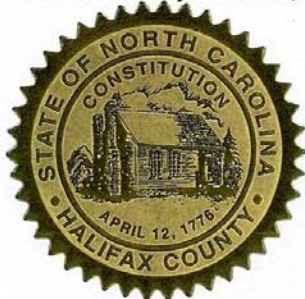
Whereas, Robertha was blessed with 9 beautiful children and is the proud grandmother of 22 grandchildren, 65 great-grandchildren and 15 great great-grandchildren; and

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.



A blue ink signature of Vernon J. Bryant.

Vernon J. Bryant, Chairman
Halifax County Board of Commissioners

A blue ink signature of Andrea H. Wiggins.

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

**MINUTES
HALIFAX COUNTY
BOARD OF EQUALIZATION AND REVIEW MEETING
APRIL 1, 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 Board of Equalization and Review Meeting on Monday, April 1, 2019, at 9:30 A. M. in the Historic Courthouse, Halifax, North Carolina.

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

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

1. Oath of Office

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

2. Call to Order

Chairman Bryant called the meeting to order.

3. Conflict of Interest

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

4. Board of Equalization and Review Appeals Presentation

C. Shane Lynch, County Assessor, addressed the Board and stated that there were no appeals for discussion; however, there could possibly be appeals on the agenda of the May 6, 2019 meeting.

5. Recess until May 6, 2019 at 9:30 A. M.

Commissioner Smith moved to recess the Board of Equalization and Review Meeting until May 6, 2019 at 9:30 A. M. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

Vernon J. Bryant, Chairman
Halifax County Board of Commissioners

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

STATE OF NORTH CAROLINA
COUNTY OF HALIFAX



OATH

Halifax County Board of Equalization and Review

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

All of the members answered in the affirmative and signed below signifying their acceptance of the oath on April 1, 2019.

J. Rives Manning, Jr.

Carolyn C. Johnson

Marcelle O. Smith

Vernon J. Bryant

T. Patrick W. Qualls

Linda A. Brewer

**MINUTES
HALIFAX COUNTY
BOARD OF COMMISSIONERS
REGULAR MEETING
APRIL 1, 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, April 1, 2019, at 9:30 A. M. in the Historic Courthouse, Halifax, North Carolina.

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

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

Call to Order

Chairman Bryant called the meeting to order.

Invocation and Pledge of Allegiance

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

Adoption of the Agenda

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

Conflict of Interest

Commissioner Manning stated that he may have a perceived conflict regarding the submission of an Alcoholic Beverage Control Board application from his significant other, Helen P. Bush. There were no conflicts of interest noted by any other member of the Board.

1. Consent Agenda

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

A. Approval of Minutes

Andrea H. Wiggins, Clerk to the Board/Assistant to the County Manager, requested that the Board approve the draft minutes of the February 4, 2019 Regular Meeting and February 18, 2019 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 Refunds and Releases - March 2019

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

D. FY 2019-2020 Juvenile Crime Prevention Council Operation Restart Grant

Arthur Whitehead, Cooperative Extension Director, requested that the Board approve the submission of the FY 2019-2020 Juvenile Crime Prevention Council Operation Restart Grant application, the receipt of funds if awarded, and authorize the appropriate staff to execute the necessary documents.

2. Special Recognition

A. National Public Safety Telecommunicators Week Proclamation

Heather Joyner, Communications Manager, read the National Public Safety Telecommunicators Week Proclamation, which is attached to these minutes as Attachment B.

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

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

William Hodge, 425 Rightmyer Drive, Roanoke Rapids, addressed the Board regarding the amount of funds the County appropriated for education in comparison to other surrounding counties.

4. Public Hearing

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

Prior to a public hearing pursuant to N. C. G. S. 158-7.1(c), Cathy A. Scott, Economic Development Director, presented information regarding the Interstate 95 Exit 171 Development Study. In light of the transportation corridor improvements now underway in the area around Interstate 95 Exit 171, it was proposed that the County join the City of Roanoke Rapids, Halifax County Business Horizons, Inc., and the Halifax County Convention and Visitors Bureau in procuring a study of the commercial and industrial development potential of this area. The study would also aid in the development of a strategy to advance regional competitiveness and accelerate private investment and job creation opportunities in the area. The appropriation of public funding for this study was authorized under N. C. G. S. 158-7.1(a) and would enhance an increase in the population, taxable property, employment, and business prospects of the County. If several governments and organizations were going to make appropriations to the Halifax County Economic Development Commission for the Interstate 95 Exit 171 Development Study, a fairly detailed agreement would need to be drafted concerning the amount each organization would provide and what the Commission would be expected to do with the funds. A committee of representatives from each funding entity may be created to provide guidance to the Commission in the procurement of this study. It was requested that the Board adopt a resolution authorizing the expenditure for a development study of the area around Exit 171, Interstate 95, which is attached to these minutes as Attachment C.

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

Chairman Bryant inquired if there was anyone from the public that wished to comment regarding the Interstate 95 Exit 171 Development Study Appropriation of Funding.

With there being no comments from the public, Commissioner Smith moved that the public hearing be closed. Commissioner Qualls seconded the motion, which passed unanimously by voice vote.

5. Agenda Item

A. North Carolina Department of Transportation Program Presentation

Kristin W. Barnes, P. E., District Engineer, addressed the Board and provided a brief PowerPoint presentation regarding the North Carolina Department of Transportation Program for Division Four. Ronnie Keeter, P. E., Division Four, oversees preconstruction, construction, and maintenance for the counties of Halifax, Nash, Edgecombe, Wilson, Johnston, and Wayne. Division Four consist of 596,109 residents, 6,838 road miles, 1,305 bridges, 430 permanent and temporary employees, and 75 contract engineers and inspectors for construction and maintenance. Halifax County had a total of 12 projects which consisted of five resurfacing preservation projects, two roadway projects, four bridges and pipe projects, and one at the welcome center. One contract for the ADA Curb Ramps Project was located in Halifax and Edgecombe. The District Four projects currently under construction were as follows: Project R-3822, SR1627 Three Bridges Road from N. C. Highway 125 to Premier Boulevard which began on December 7, 2018 and would be completed by March 22, 2022. Project U-5725, N. C. Highway 125 from Interstate 95 to Old Farm Road South would begin on June 2019 and would be completed on March 30, 2022. Project SR1629 consisted of widening Julian R. Allsbrook Highway from Virginia Avenue to South Street which began on February 5, 2018 and would be completed in April 2019. Interstate 95 Maintenance Project consisted of open graded/bridge joints and landscaping from mile marker 172 to the Virginia line. Resurfacing on N. C. Highway 48, U. S. Highway 258, U. S. Highway 158; ADA Curb Ramp Project improvements, welcome center renovations, guardrail upgrades on Interstate 95 and U. S. Highway 64.

The District Four opportunities and challenges for local maintenance and construction consisted of qualified personnel and contractor availability, coordinating multiple programs along the same routes on the same system, emergency/disaster response can delay routine maintenance activities, and rapidly developing technology such as autonomous vehicles. The District opportunities and challenges along the Interstate 95 Corridor consisted of an aging interstate that was reaching capacity, most maintenance and construction activities must be done at night to avoid major backups, and adding lanes and rebuilding does not score well in the Strategic Transportation Investments. The District opportunities and challenges regarding roads in subdivisions was that they do not meet current standards; therefore, cannot be added to the State system. The Board of Transportation would consider, for addition to the State system, any road with a right-of-way recorded or construction that started prior to October 1, 1975, for State maintenance without the property owners bearing any cost. The North Carolina Department of Transportation keys to success consisted of increased safety in work zones, local coordination and communication, and overall County improvements.

6. Action on Public Hearing

A. Interstate 95 Exit 171 Development Study – Appropriation of Funding

Commissioner Qualls moved to adopt a resolution authorizing the expenditure for a development study of the area around Exit 171, Interstate 95. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

7. Agenda Items

A. Halifax County Voluntary Agricultural District Ordinance Amendment

M. Glynn Rollins, Jr., County Attorney, addressed the Board stating that on November 1, 2010, the Board adopted the Halifax County Voluntary Agricultural District and Enhanced Voluntary Agricultural District Ordinance, pursuant to Article 61, Chapter 106, of the North Carolina General Statutes. According to this enabling statute, a county ordinance may provide that a State or local public agency or governmental unit cannot initiate an action to condemn any interest in qualifying farmland until the agency seeking condemnation had appeared before the local agricultural advisory board at a public hearing on the proposed condemnation. This pre-condemnation public hearing procedure was not required by statute. The County's current ordinance required a public hearing before a State or local public agency or unit of government can commence condemnation proceedings against qualifying farmland. However, the public hearing procedures and timeframes stated in the ordinance exceeded the procedures and timeframes actually authorized by the enabling statute. The proposed amendments to the ordinance would comply with the public hearing procedures and timeframes set forth in the enabling statute and would also remove any requirement that a State public agency or unit of State government comply with the public hearing provisions of the ordinance before commencing condemnation proceedings. Local public agencies or units of government would still be required to appear before the County Agricultural District Board before proceeding with condemnation. It was requested that the Board adopt a resolution to amend certain provisions of the Halifax County Voluntary Agricultural District and Enhanced Voluntary Agricultural District Ordinance, which is attached to these minutes as Attachment D.

Commissioner Qualls moved to adopt a resolution to amend certain provisions of the Halifax County Voluntary Agricultural District and Enhanced Voluntary Agricultural District Ordinance. Commissioner Smith seconded the motion, which passed unanimously by voice vote.

B. Resolution to Increase the Alcoholic Beverage Control Board to Five Members

M. Glynn Rollins, Jr., County Attorney, addressed the Board stating that the Halifax County Alcoholic Beverage Control Board currently consist of three members. Although there have been numerous local acts concerning the membership of this Board, appointment and organization of the board was now controlled by general law, specifically N. C. G. S. 18B-700. Under this statute, the board of county commissioners was the appointing authority and may increase the number of board members to five. If the Board decided to make this increase, the terms of both new members would be three years from the date of appointment. The compensation which was paid from gross alcohol sales proceeds was in the statutory rate of \$150 per meeting, unless the Board approved a different level of compensation. The Board was also responsible for appointing the chairman of the local board. It was requested that the Board adopt a resolution to increase the membership of the Halifax County Alcoholic Beverage Control Board from three members to five members pursuant to N. C. G. S. 18B-700(a), which is attached to these minutes as Attachment E.

Commissioner Qualls moved to adopt a resolution to increase the membership of the Halifax County Alcoholic Beverage Control Board from three members to five members

pursuant to N. C. G. S. 18B-700(a). Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

8. Board Appointments

Alcoholic Beverage Control Board

Commissioner Manning moved to appoint Tyrone Williams to fill the unexpired term of Drewery Beale on the Alcoholic Beverage Control Board, term expiring June 30, 2020. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

Commissioner Smith moved to appoint Helen Bush and James Eatman to serve on the Alcoholic Beverage Control Board, terms expiring June 30, 2022. Commissioner Qualls seconded the motion, which passed unanimously by voice vote.

Halifax County Human Relations Commission

Commissioner Johnson moved to waive the term limit and reappoint Robert Bigham to serve on the Halifax County Human Relations Commission, term expiring October 31, 2021. Commissioner Smith seconded the motion, which passed unanimously by voice vote.

9. 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.

10. County Manager's Report

A. FY 2019-2020 Fee Schedule

Tony N. Brown, County Manager, addressed the Board and presented the proposed amendments to the FY 2019-2020 Fee Schedule. He requested that the Board approve the amendments to the FY 2019-2020 Fee Schedule.

Commissioner Qualls moved to approve the amendments to the FY 2019-2020 Fee Schedule. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

B. Resolution to Protect the Lower Roanoke River Basin from Unnecessary Flooding

Tony N. Brown, County Manager, addressed the Board stating that since September 2018, the lower Roanoke River basin had suffered the impact of manmade flooding initiated by the flood control protocols managed by the U. S. Army Corps of Engineers, a disaster that continues to ruin croplands, disrupts timber production, and results in the loss of agricultural income for farmers and residents in Bertie, Martin, Halifax, Northampton, and Washington

counties along the lower Roanoke River basin. The U. S. Army Corps of Engineers Wilmington District increased the sustained flow rates from the John H. Kerr Reservoir to 35,000 cubic feet per second and the lower Roanoke River basin had been devastated with nonstop flooding. These damages continue to impact our region without regard to the livelihoods of citizens and taxpayers in our communities. The Bertie County Board of Commissioners requested that the Board also adopt a resolution to protect the lower Roanoke River basin from unnecessary flooding, which is attached to these minutes as Attachment F, and to request immediate consideration and intervention by the elected representative in the United States Congress for assistance and seek immediate action to limit the John H. Kerr Reservoir flow rates to a maximum daily flow release rate of 25,000 cubic feet per second, and direct the U. S. Army Corps of Engineers Wilmington District Office to adhere to this directive.

Commissioner Qualls moved to adopt the resolution to protect the lower Roanoke River basin from unnecessary flooding. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

C. 2019-2020 North Carolina Association of County Commissioners Legislative Goals

Tony N. Brown, County Manager, stated that in the past, the Board would meet with its legislators to receive feedback on the North Carolina Association of County Commissioners goals for the upcoming legislative session. This year, the North Carolina Association of County Commissioners decided to change its meeting process. The Board was reminded that the County's legislators were the best advocates with the General Assembly to lay the groundwork for advancing and addressing key County issues. It was requested that the Board authorize him to draft a letter to the County's legislators regarding advocating for the 2019-2020 North Carolina Association of County Commissioners Legislative Goals and the 2019 Halifax County Intergovernmental Association Legislative Goals during the upcoming legislative session to be executed by Chairman Bryant.

Commissioner Manning moved to authorize that the County Manager draft a letter to the County's legislators regarding advocating for the 2019-2020 North Carolina Association of County Commissioners Legislative Goals and the 2019 Halifax County Intergovernmental Association Legislative Goals during the upcoming legislative session to be executed by Chairman Bryant. Commissioner Qualls seconded the motion, which passed unanimously by voice vote.

D. Halifax County Board of Commissioners 2019 Meeting Schedule Amendment

Tony N. Brown, County Manager, requested that the Board amend the 2019 Halifax County Board of Commissioners Meeting Schedule to reschedule the April 22, 2019 Regular Meeting at 5:30 P. M. to April 29, 2019 Regular Meeting at 5:30 P. M.

Commissioner Brewer moved to amend the 2019 Halifax County Board of Commissioners Meeting Schedule to reschedule the April 22, 2019 Regular Meeting at 5:30 P.

M. to April 29, 2019 Regular Meeting at 5:30 P. M. Commissioner Smith seconded the motion, which passed unanimously by voice vote.

E. Charters of Freedom Project Unveiling

Tony N. Brown, County Manager, reminded the Board that the Charters of Freedom Project, located in front of the Old Commissioners Building, would be unveiled on Halifax Resolves Day, April 12, 2019 at 2:00 P. M.

11. County Attorney's Report

A. North Carolina Court of Appeals Decision - Empire Foods

M. Glynn Rollins, Jr., County Attorney, addressed the Board stating that the County had received a decision from the North Carolina Court of Appeals which upheld the County's judgement against Empire Foods. In January 2018, the County obtained a judgement against Empire Foods regarding a lawsuit that was on behalf of the North Carolina Department of Commerce to recover grant funds that were spent on behalf of the project that did not move forward. The North Carolina Court of Appeals decision was unanimous and was an unpublished opinion.

12. Other Business

A. Eastern Carolina Christian College and Seminary Letter of Support

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

Commissioner Johnson moved to approve the Eastern Carolina Christian College and Seminary letter of support. Commissioner Qualls seconded the motion, which passed unanimously by voice vote.

B. North Carolina Association of County Commissioners Medicaid Transformation Tailored Plans

Commissioner Smith stated that the North Carolina Association of County Commissioners received correspondence from Dave Richard, Department of Health and Human Services Assistant Secretary, requesting assistance with phase two of the Medicaid transformation and to coordinate and facilitate a process to develop recommended regions for Tailored Plans. Kevin Austin, North Carolina Association of County Commissioners President-Elect, appointed Ronnie Beale, Macon County Commissioner and Catherine Graham, Moore County Commissioner, to co-chair a committee to lead this process. A committee of county commissioner representatives from each region were appointed to a committee that would develop recommendations for the Tailored Plan regions. The next step in this process was to

gather input from various stakeholders for the committee's review. This was an opportunity for counties to provide input on an important decision for our counties and State. He requested that this matter be placed on the April 16, 2019 Regular Meeting agenda for discussion.

13. Closed Session

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

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

14. Adjourn until the April 16, 2019 Regular Meeting

After a brief discussion was held regarding the Weldon Water Treatment Plant, Commissioner Qualls moved to adjourned the meeting until the April 16, 2019 Regular Meeting at 5:30 P. M. in the Historic Courthouse. Commissioner Brewer seconded the motion, which passed unanimously by voice vote.

Vernon J. Bryant, Chairman
Halifax County Board of Commissioners

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

Attachment A

Budget Amendments	Fiscal Year 18 - 19	April 1, 2019
1	Operations - Maintenance & Repair to Buildings - Budget insurance claim proceeds - Health HVAC unit	\$ 5,950.00
2	Cooperative Extension - Extension Agent Program - Budget donated funds for the Cotton program	400.00
3	Cooperative Extension - County Extension Program - Budget donated funds for 4H programs	1,000.00
4	Cooperative Extension - 4H Account - Budget donated funds for the Livestock program	300.00
5	Public Utilities - Solid Waste Electronic Management - Budget additional revenue for recycling	3,249.96

Approved: April 1, 2019



Vernon J. Bryant
Chairman



PROCLAMATION
"National Public Safety Telecommunicator's Week"
April 14-20, 2019

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

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

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

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

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

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

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

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

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



A handwritten signature in blue ink, appearing to read "Vernon J. Bryant".

Vernon J. Bryant, Chairman
Halifax Board of Commissioners

A handwritten signature in blue ink, appearing to read "Andrea H. Wiggins".

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

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

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

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

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

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

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

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

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


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

Attachment C

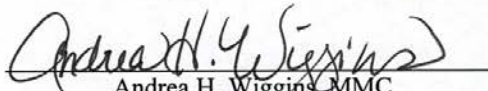
the area around Exit 171 at Interstate Highway 95, for the purposes stated herein, subject to the development of an agreement between the county and the other funding agencies for the procurement, administration and oversight of the study, which agreement shall be subject to review and approval of the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

Adopted this 1st day of April, 2019.





Vernon J. Bryant Chairman
Halifax County Board of Commissioners



Andrea H. Wiggins, MMC
Clerk to the Board

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

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

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

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

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

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

IT IS HEREBY RESOLVED

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

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

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

*ARTICLE XII
Public Hearings on Condemnation of Farmland*

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

Attachment D

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

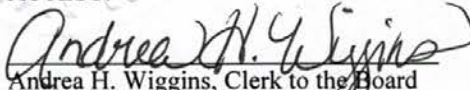
This ordinance amendment shall become effective immediately upon adoption of this resolution.

Adopted this 1st day of April, 2019.




Vernon J. Bryant, Chairman
Halifax County Board of Commissioners

ATTEST:


Andrea H. Wiggins, Clerk to the Board

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


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

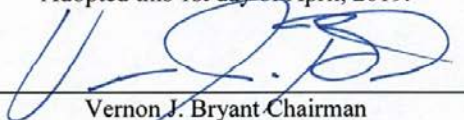
WHEREAS, G.S. 18B-700(a) provides that a three-member local ABC board may be
increased to a five-member board if the appointing authority determines that a five-member
board is preferable; and

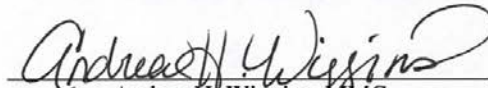
WHEREAS, the Halifax County Board of Commissioners has determined that a five-
member ABC board is preferable;

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

Adopted this 1st day of April, 2019.




Vernon J. Bryant Chairman
Halifax County Board of Commissioners


Andrea H. Wiggins, MMC
Clerk to the Board



**RESOLUTION
TO PROTECT THE LOWER ROANOKE RIVER BASIN
FROM UNNECESSARY FLOODING**

WHEREAS, northeastern counties in North Carolina have endured four major flood events dating back to 1999 with Hurricane Floyd, and most recently with Tropical Storm Julia and Hurricane Matthew in 2016, and was fortunate to have missed the devastation of Hurricane Florence in 2018; and

WHEREAS, since September 2018, the lower Roanoke River basin has suffered the impact of manmade flooding initiated by the flood control protocols managed by the U. S. Army Corps of Engineers, a disaster that continues to ruin our croplands, disrupts timber production, and results in the loss of agricultural income for farmers and residents in Bertie, Martin, Halifax, Northampton, and Washington counties along the lower Roanoke River basin; and

WHEREAS, the U. S. Army Corps of Engineers has initiated increased flow rates from the John H. Kerr Reservoir in Virginia based on its 2015 Environmental Assessment and Water Control Plan Revision under Section 216 of Public Law 91-611, the River and Harbor Flood Control Act of 1970; and

WHEREAS, the U. S. Army Corps of Engineers Wilmington District, in its own 2016 study indicates that the lower Roanoke River channel conveyance capacity is approximately 20,000 cubic feet per second before substantial flooding over the natural river levees occurs and acknowledges in its environmental assessment that agricultural damages begin when sustained flow exceeds 20,000 cubic feet per second; and

WHEREAS, the U. S. Army Corps of Engineers Wilmington District increased the sustained flow rates from the John H. Kerr Reservoir to 35,000 cubic feet per second beginning in September 2018, and the lower Roanoke River basin has been devastated with nonstop flooding. These damages continue to impact our region without regard to the livelihoods of citizens and taxpayers in our communities. Many species of wildlife have also been displaced by the loss of their natural habitat due to flooding; and

WHEREAS, regional stakeholders have been assembled to include family farm owners, timber operations, hunting and fishing enthusiasts, and a wide array of state and local elected officials, in an attempt to share concerns and document negative financial impacts and wildlife habitat losses for review by the U. S. Army Corps of Engineers Wilmington District leadership; and

Attachment F

WHEREAS, the U. S. Army Corps of Engineers Wilmington District leadership has been willing to listen, yet there have been no proactive steps taken to mitigate the economic losses for family farms, timber production jobs, and loss of wildlife habitat; and

WHEREAS, local and state elected officials have presented professional and academic guidance regarding best management practices for pre-storm flood control releases at the John H. Kerr Reservoir in preparation of known threats of severe weather impacting the lower Roanoke River basin, the U. S. Army Corps of Engineers Wilmington District leadership has declined to act to protect these regional interests; and

WHEREAS, locally we see evidence of the excess flow of water released from the John H. Kerr Reservoir which has continued for seven months and its impact on transportation infrastructure due to erosion and the potential for undercutting roadways, and is a serious threat for our communities and the entire northeastern North Carolina; and

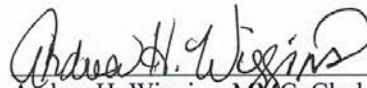
NOW, THEREFORE BE IT RESOLVED, that the Halifax County Board of Commissioners and neighboring counties of the lower Roanoke River basin respectfully request immediate consideration and intervention by our elected representative in the United States Congress for assistance with this matter and seek immediate action to limit the John H. Kerr Reservoir flow rates to a maximum daily flow release rate of 25,000 cubic feet per second, and direct the U. S. Army Corps of Engineers Wilmington District Office to adhere to this directive.

BE IT FURTHER RESOLVED, that the Halifax County Board of Commissioners and neighboring counties of the Roanoke River basin will commit to cooperation, participation, and best efforts to work with our neighbors and stakeholders toward determining the most appropriate pathway forward to protect our citizens, farming and timber industries, wildlife habitat, transportation infrastructure, and the overall economy of this region.

Adopted this 1st day of April, 2019.



Vernon J. Bryant, Chairman
Halifax County Board of Commissioners



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



AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

FROM: Mary W. Duncan, Finance Director

SUBJECT: Budget amendments

DATE: May 6, 2019 Regular Meeting

SUPPORTING INFORMATION:

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

ATTACHMENTS:

Description

- ▢ BA Coversheet 5-6-19
- ▢ List of BA for 5-6-19

TOTAL COST:\$0

COUNTY COST:\$0

REQUEST: Approve presented Budget Amendments

Budget Amendments**Fiscal Year 18 - 19****May 6, 2019**

1	General Government - Transfer prior years' excess cash from DSS to General Fund	\$ 3,000,000.00
2	Education Current Expense - Increase budget due to an increase in revenue collections	50,700.00
3	Sheriff - Budget insurance claim proceeds from a not at-fault motor vehicle accident (deer supplemental)	504.88
4	Sheriff - Budget insurance claim proceeds from an at-fault motor vehicle accident - Supplemental payment	1,506.17
5	Sheriff - Budget insurance claim proceeds from a not at-fault motor vehicle accident (Deer)	1,623.80
6	Sheriff - Budget insurance claim proceeds from an at-fault motor vehicle accident (Distracted driver)	3,107.08
7	Sheriff - Budget insurance claim proceeds from a not at-fault motor vehicle accident (Deer)	5,330.30
8	DSS - Budget insurance claim proceeds from an at-fault motor vehicle accident (Distracted driver)	2,340.00
9	DSS - Transfer prior years' excess cash from DSS to General Fund	3,000,000.00
10	Cooperative Extension - Extension Agent Program - Budget additional revenues and donations	4,100.00
11	Cooperative Extension - County Extension Program - Budget additional donations	702.00
12	Solid Waste - Tire Disposal Fund - Transfer funds from SW Disposal to Tire Disposal for expenses through end of fiscal year	30,000.00

Approved: May 6, 2019

Vernon J. Bryant
Chairman

BUDGET AMENDMENT

Account Number / Name	Debit	Credit	Explanation
110-4410-4991-00 Fund Balance	3,000,000.00		GENERAL GOVERNMENT
110-4410-4986-46 T/F from DSS/Prior Yr Cash		3,000,000.00	APPROPRIATE BUDGET FOR T/F OF PRIOR YEAR EXCESS CASH FROM DSS
	3,000,000.00	3,000,000.00	

- * 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-top: 1px solid black; display: flex; justify-content: space-between; margin-top: 5px;"> Human Resources Director Date </div>	

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

Account Number / Name	Debit (Expense Increase) (Revenue Decrease)	Credit (Expense Decrease) (Revenue Increase)	Explanation
110-6911-5306-00 / Weldon Fines & Forfeitures	7,700.00		Current Expense
110-6911-5307-00 / RR Fines & Forfeitures	20,250.00		To appropriate additional funds due to the increase in revenue collections
110-6911-5308-00 / Halifax Co Fines & Forfeiture	22,750.00		
110-4410-4310-15 / Fines & Forfeitures		50,700.00	
TOTALS	50,700.00	50,700.00	

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

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

Approval for Performance Compensation

Human Resources Director

Date

Program Director

Date

Department / Agency Head

Date

County Manager or

Deputy County Manager or

County Commissioner Chairman

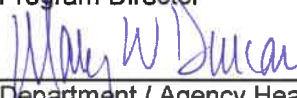
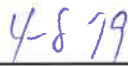
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BUDGET AMENDMENT

Account Number / Name	Debit (Expense Increase) (Revenue Decrease)	Credit (Expense Decrease) (Revenue Increase)	Explanation
110-9200-5353-00 / Maint & Repair - Auto	504.88		Sheriff
110-4410-4839-97 / Insurance Claims Reimb		504.88	To budget insurance claims reimbursement for a not at fault accident (deer collision/supplement)
TOTALS	504.88	504.88	

- * 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

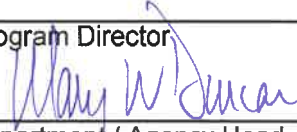

Program Director	Date
	
Department / Agency Head	Date
County Manager or Deputy County Manager or County Commissioner Chairman	Date

BUDGET AMENDMENT

Account Number / Name	Debit (Expense Increase) (Revenue Decrease)	Credit (Expense Decrease) (Revenue Increase)	Explanation
110-9200-5353-00 / Maint & Repair - Auto	1,506.17		Sheriff
110-4410-4839-97 / Insurance Claims Reimb		1,506.17	To budget insurance claims reimbursement for an at fault accident (supplement)
TOTALS	1,506.17	1,506.17	

- * 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	1,623.80		Sheriff
110-4410-4839-97 / Insurance Claims Reimb		1,623.80	To budget insurance claims reimbursement for a not at fault accident (deer collision)
TOTALS	1,623.80	1,623.80	

- * 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


4-8-19

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	3,107.28		Sheriff
110-4410-4839-97 / Insurance Claims Reimb		3,107.28	To budget insurance claims reimbursement for an at fault accident
TOTALS	3,107.28	3,107.28	

* 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

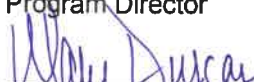
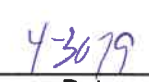
Date

BUDGET AMENDMENT

Account Number / Name	Debit (Expense Increase) (Revenue Decrease)	Credit (Expense Decrease) (Revenue Increase)	Explanation
110-9200-5353-00 / Maint & Repair - Auto	5,330.30		Sheriff
110-4410-4839-97 / Insurance Claims Reimb		5,330.30	To budget insurance claims reimbursement for a not at fault accident (deer collision)
TOTALS	5,330.30	5,330.30	

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

Approval for Performance Compensation	
Human Resources Director	Date

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

BUDGET AMENDMENT

Account Number / Name	Debit	Credit	Explanation
125-9600-5697-04 / Vehicles Purchased-CA	2,340.00		DSS
125-4531-4839-97 / Insurance Claims Reimb		2,340.00	To budget insurance claims reimbursement (at fault accident)
TOTALS	2,340.00	2,340.00	

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

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

Approval for Performance Compensation

Human Resources Director Date

Program Director

Date

Department / Agency Head

Date

County Manager or
Deputy County Manager or
County Commissioner Chairman


Date

BUDGET AMENDMENT

Account Number / Name	Debit	Credit	Explanation
125-6310-5980-94 T/F to Gen Fund-Pr Yr Cash	3,000,000.00		DSS
125-4531-4991-00 Fund Balance		3,000,000.00	APPROPRIATE BUDGET FOR T/F OF PRIOR YEAR EXCESS CASH TO GENERAL FUND
	3,000,000.00	3,000,000.00	

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

Approval for Performance Compensation	
Human Resources Director	Date

Program Director	Date
	4-11-19
Department / Agency Head	Date

County Manager or Deputy County Manager or County Commissioner Chairman	Date
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BUDGET AMENDMENT

Account Number / Name	Debit (Expense Increase) (Revenue Decrease)	Credit (Expense Decrease) (Revenue Increase)	Explanation
127-5955-5290-40 - Voluntary Ag District	100.00		Cooperative Extension - Extension Agent Programs -
127-5955-5290-30 - OS&M - CED	2,000.00		Budget additional funds
127-5955-5290-25 - OS&M - Lvst Adult	2,000.00		
127-4500-4310-00 - Fees		100.00	
127-4500-4839-03 - Miscellaneous Revenue		2,000.00	
127-4500-4320-10 - Donations		2,000.00	
TOTALS	4,100.00	4,100.00	

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

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

Approval for Performance Compensation

Human Resources Director

Date

Program Director

Date

Department / Agency Head

Date

County Manager or

Date

Deputy County Manager or

County Commissioner Chairman

BUDGET AMENDMENT

Account Number / Name	Debit (Expense Increase) (Revenue Decrease)	Credit (Expense Decrease) (Revenue Increase)	Explanation
128-5956-5399-75- 4H Projects	702.00		Cooperative Extension - County Extension Programs -
128-4501-4320-10-Donations		702.00	Budget additional funds
TOTALS	702.00	702.00	

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

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

Approval for Performance Compensation

Human Resources Director

Date

Program Director

Date

Department / Agency Head

Date

County Manager or

Date

Deputy County Manager or

County Commissioner Chairman

BUDGET AMENDMENT


Account Number / Name	Debit	Credit	Explanation
662-8401-5499-03 Fees	30,000.00		TIRE DISPOSAL FUND
662-4744-4986-01 T/F from Solid Waste Disposal		30,000.00	TRANSFER OF FUNDS FROM SOLID WASTE DISPOSAL TO COVER INVOICES FOR REMAINDER OF FY19
	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

Human Resources Director Date

Program Director Date

 4/12/19

Department / Agency Head Date



County Manager or Date

Deputy County Manager or

County Commissioner Chairman



AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

FROM: Doris Hawkins, Tax Collector

SUBJECT: Property Tax Releases - April 2019

DATE: May 6, 2019 Regular Meeting

SUPPORTING INFORMATION:

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

ATTACHMENTS:

Description

No Attachments Available

TOTAL COST:

COUNTY COST:

REQUEST: Approve the April 2019 property tax releases.



AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

FROM: Michael Pittman, WIOA Director

SUBJECT: WIOA Student Incentive Grant

DATE: May 6, 2019 Regular Meeting

SUPPORTING INFORMATION:

Attached please find a copy of the WIOA grant RFP submitted for consideration of WIOA grant funds for FY 2019-2020

ATTACHMENTS:

Description

▯ RFP 2019-2020 WIOA Grant

TOTAL COST:\$98,865

COUNTY COST:0

REQUEST: To approve receipt of funds, if awarded, and authorize the County Manager, County Attorney, and Finance Director to execute the documents.

Section II
TURNING POINT WORKFORCE DEVELOPMENT BOARD, Inc.
NEXTGEN CAREER SERVICES
REQUEST FOR PROPOSAL

COVER PAGE

Organization:	Halifax County Cooperative Extension
Contact Person:	Micheal Pittman (WIOA Director)
Email:	Michael_pittman@ncsu.edu
Address:	PO Box 37 Halifax, NC 27839
Phone Number:	252-583-5161; cell 252-578-1156
Social Media Platforms & Handles:	

Requested Funding Period: Start July 1, 2019 End June 30, 2020

COUNTY	PROJECT TYPE	NUMBER TO BE SERVED	COST PER PARTICIPANT	AMOUNT
Edgecombe	<input type="checkbox"/> In-School <input type="checkbox"/> Out of School			
Halifax	<input type="checkbox"/> In-School <input checked="" type="checkbox"/> Out of School	30	\$3,295.50	\$98,865.00
Nash	<input type="checkbox"/> In-School <input type="checkbox"/> Out of School			
Northampton	<input type="checkbox"/> In-School <input type="checkbox"/> Out of School			
Wilson	<input type="checkbox"/> In-School <input type="checkbox"/> Out of School			
TOTAL				

I hereby declare that the information provided in this RFP response is accurate, valid and a full disclosure of requested information. I am fully authorized to represent the organization listed above, to act on behalf of it, and to legally bind it in all matters related to the RFP.

Name: Michael Pittman **Title** WIOA Director
Date: 3/10/19

B. PROPOSAL QUESTIONS

Bidders should read the entire proposal packet before answering these questions.

Responses to questions 1-6 should be limited to 10 pages and should be answered in the order presented. In addition, bidders must complete the cover page and budget information sections, as well as include attachments as indicated in Section I.

1. GENERAL PROPOSAL INFORMATION

a) Describe how the proposed program will fit into your organization's mission and goals. Provide a brief overview of proposed program.

North Carolina Cooperative Extension Service helps people improve the quality of their lives by providing research based information and informal educational opportunities focused on issues and needs. The mission of WIOA Student Incentive Program for continuing education and employment is to provide services through the use of an effectual mediator organization that offers a solid linkage to the job market as well as to ensure a relevant learning experience for youth. The specific mission of the proposed program is to provide participants a framework for preparing for real life work and post secondary experiences while providing needed assistance for successful completion of the GED program.

b) Detail which of the project types your program will be delivering, include the targeted population and primary geographic area(s) to be served.

We proposed to serve out of school youth ages 16 – 24. The WIOA definition of out of school youth are those individuals who have dropped out of school and are not presently enrolled in an educational program. In addition, an out of school youth can be an individual who is underemployed or unemployed and has graduated from high school or received their GED. The WIOA Student Incentive Program proposal for Halifax County is targeted to assist court offenders and at-risk youth in finding gainful employment and to support alternate education opportunities to students who are in need of a General Equivalency Degree. These services will be provided in collaboration with local organizations that will assist the youth in job training through work experience opportunities and educational assistance.

c) Describe your past experience and results delivering services in similar projects and/or to similar populations.

The proposed program has been in existence for over 18 years. There have been more than 204 students enrolled in the WIOA Program. Of the 204 students at least 58 youth have received a General Equivalency Degree. At least 85 youth have obtained full time employment, and 3 have enrolled in post secondary education at Halifax Community College. Additional services include:

leadership development, counseling and case management services. Specifically, cooking classes, transportation, job search assistance, paid and unpaid work experience. From participation in this program, many youth have changed their way of thinking that they can never become successful and now are positive about their futures. Juvenile Court counselors recommend our program as well as Adult Probation, and Halifax County Day Reporting Center for offenders.

d) If your agency is bidding to offer a regional program, please detail how you will deliver service in every county. Identify all agencies and partners that will aid you in service delivery. Documentation, or letters of support are required, and must be attached in Section IV.

N/A

2. GENERAL PROGRAM OPERATIONS

a) Describe outreach and recruitment strategies for target population. Include partnerships with youth serving agencies, organizations and schools you will use to reach targeted population.

The Student Incentive Program for Education and Employment works with Juvenile Court, Law Enforcement Officers, School Counselors and the Department of Juvenile Justice to identify students in need of resources, training and support. Additional program support and collaboration will be provided through Extension Service's 4-H Program, and Halifax county Day Reporting Center for offenders.

b) Detail the criteria you will use to select youth to be enrolled into your program.

The majority of youth participating are court or school referred. Based on availability as long as the applicant is age 16 – 24, a high school dropout, or currently enrolled in a GED program, and low income, they will be accepted. Court ordered offenders are referred who are on probation and required to pay restitution. Applicants may also be disabled or have basic skill deficiencies.

c) Describe the referral process for youth not selected for participation in your program.

If an applicant does not meet the qualifications for the WIOA Student Incentive Program, he or she may be referred to the Halifax/Northampton NC Works Career Center/SEC, other GED programs, or other agencies.

d) Describe how you will provide outreach and accommodation services to youth with disabilities or whose primary language is not English.

We are a state supported organization and are required to make accommodations to individuals with disabilities. Our facilities are accessible for persons with physical disabilities. For mental disabilities, if our agency is not able to serve the youth, he/she will be referred for vocational rehabilitation services, mental health center services or another agency. Limited English speaking youth will be referred to a Spanish speaking interpreter.

e) Describe orientation/assessment activities. Include assessment tools, instruments and methods your program will use to gather the necessary assessment information to develop Individual Service Strategies.

Initial orientation is offered to all clients in a workshop style. Parents are invited to attend with their child. Each client is informed of how the program works, how long they will be working and also what is expected of them as they perform their specific duties on the job site, and in the GED program located at the Community College or County Day Reporting Center. Participants will be given a basic skills assessment. In the past the Wide Range Achievement Test has been used, however we are in search of more user-friendly assessment. The program design includes objective assessment of each participant. Basic occupational skills interest, and aptitude will be assessed using the appropriate tools. A review of the student's prior school levels and needs are reviewed.

f) Detail how your program will develop Individual Employment Plan. Describe how participants' goals will be developed, evaluated and coordinated.

The Individual Service Strategies will be developed between the participant and the Program/Coordinator. The ISS is initially started immediately after enrollment with the participant and Director/Coordinator. Participants are asked to identify their own long and short-term goals. The process is used to allow the youth to accept ownership of their futures. Following development of the ISS, monthly meetings are conducted with the students. The scheduled meetings are approximately 90 minutes long. In addition to documentary this session, participants are seen on a weekly basis for progress reviews and evaluations of job performance each 30 days, by the coordinator or director.

g) Describe your staffing plan. Include positions, staff to student ratios, and staff areas of responsibility as related to the outlined program. Include organizational chart. Provide job descriptions indicating amount of time devoted to WIOA program. (Job titles should agree with titles used by the bidder in the budget summary).

The Director is responsible for not only direct services to the clients and families but also supervising of staff. Some of the activities include attending court with youth every 2nd and 3rd Thursday. See job descriptions for additional details. Coordinator/Case Manager – full time 37.5 hours a week. The duties of the coordinator will be to provide and/or assist with meeting the needs of court

involved juveniles and at-risk youth. To arrange for youth to enroll in the GED program and develop work experience sites. The coordinator will provide counseling, develop goals to learn appropriate behavior and may perform related tasks as required. The Coordinator/Case Manager will provide direct service to clients and families, provide tutoring, monitoring of records, and teach life skills.

h) Describe your project's case management strategy for providing consistent support, follow-through for service plans and referrals, and tracking of individual participants.

The Coordinator/Case Manager is responsible for ensuring that youth stay on target for meeting academic and work related goals. Monthly meetings are held with each youth to review goals and ensure their commitment of follow-through. All clients will be registered at the NC Works Center and introduced to employment services offered by the center. Agency referrals will be made when determined necessary.

i) Provide a detailed schedule of participant activities. Describe the location of activities.

During the mornings youth who are enrolled in GED classes will attend class. Afternoons are used to allow youth to participate in work experience. Field trips to the NC Works office are planned weekly. Saturday sessions are used for workshops (Ready to Work? Workshop), leadership development (including community service projects), tutoring, and other activities.

During the Ready to Work? Workshop, youth learn how to develop resumes and completion of employment applications. We also discuss the process of job interviewing including discussion of dress code and appropriate behavior.

The youth are also presented with the option of many other classes as well such as computer classes at the NC Works Career Center and Weldon Library, and welding and dental classes at HCC. They are given the opportunity, if earned, to participate in an End of Year celebration that entails a trip to Greensboro to NC A&T University and Wet-N-Wild. They also have the opportunity to attend CIAA High School Day in Charlotte, NC. There are many other learning opportunities offered as well such as tutoring, cooking classes, etiquette, and social skills that are provided at the Cooperative Extension Service office.

j) Describe the strategies you will use to motivate, and/or reward positive participation in the program.

The program will provide certificates for youth that complete Ready to Work? annually and youth will be rewarded with a banquet and plaques when appropriate.

k) Detail the standards or expectations you will require of youth participating in the program.

All youth are expected to maintain good behavior and respect each other. Appropriate dress and attitude is discussed and expected by all youth. Successful outcomes for youth include removal or completion of probationary periods without extensions or additional court visits.

3. ELEMENTS

a) Describe how you will provide each of the 14 Required Elements. Identify any resources your program will use to support and enhance the delivery of these elements.

- 1) Tutoring, study skills training and instruction leading to secondary school completion is offered by the staff of the WIOA Incentive Program. Adult mentors are asked to support youth in tutoring sessions.
- 2) Alternative Education Services will be provided by Halifax Community College. Referrals to GED classes are provided to each youth in a location convenient to their homes.
- 3) The paid and unpaid work experiences will help the students prepare for a real Employment and hopefully a career some day. Youth are placed on both private worksites and with public agencies. The skills planned for the youth to learn include: how to be on time, how to dress for a specific job and what to do on that job. A few of the types of work experiences that are planned are clerical, auto body repairers, stock workers, lawn maintenance, and youth counselors.
- 4) Occupational skills training. We propose to offer each youth exposure to computers. Each youth will participate in computer training for eight weeks. If successfully completed each youth will receive a certificate of completion.
- 5) Leadership Development. Saturday meetings with youth will include the following topics:
 - a. Effective Communication
 - b. Problem Solving
 - c. Building Self Esteem
 - d. Positive Attitudes
 - e. Test Taking Strategies
 - f. Self Assessment Inventory

Other employees of Cooperative Extension Service will provide assistance on these topics as well as representatives from outside of the agency.

- 6) Summer Employment Opportunities will be offered by the WIOA incentive program when appropriate and will refer youth to other agencies who provide summer work such as CADA.

- 7) Counseling is provided in individual client meetings at least 2 times a week. The participant's attendance and progress will be monitored by visiting job sites, visiting the Community College, talking with court counselors, visiting the Day Reporting Center, probation officers and making home visits. One day a week the Day Reporting Center's hold drug and alcohol abuse classes.
- 8) Follow-up. All youth will be followed-up on as specified by the WIOA guidelines. For youth who exit as entering employment, to ensure proper documentation of employment status, every effort will be made to contact youth through mailing and telephone contact. When necessary home and employer visits will be made to verify retention and changes in wages.
- 9) Adult Mentoring. Youth will be paired with adult volunteers who will be screened and thoroughly trained to provide a nurturing relationship that will encourage youth to "dare to dream" by participating in program sponsored recreational and cultural activities, academic enrichment and exposure to non-traditional careers. Parent involvement will be a major component of this proposal with seminars and workshops designed to meet their needs. With the assistance of adult mentors we expect youth to improve academics, increase attendance rates and develop confidence in skills achieved and relationships built.
- 10) Supportive Services- the coordinator will be working closely with the Department of Social Services, Court System, Probation and Parole, and Mental Health.

b) Detail how your program will identify each participant's individual need for the described services.

Each participant will be assessed using the tools previously indicated. Based on assessment and interviewing each youth the proper services will be provided.

c) Describe how you will coordinate services to ensure performance towards program goals.

Worksites provide feedback on how each youth is progressing on the job. Courty counselors, probation s officers, mentors and parents also provide us with their opinions on the progress of each youth. We will use test scores from the Day Reporting Center and GED graduation statistics to ensure success of academic program goals.

Counseling is provided to students at least 2 times a week in individual client meetings.

Indicate in chart below, WIOA funded/budgeted elements and/or where appropriate other agency referrals for services will take place.

Youth Program Elements

WIOA Youth Program Elements	Service Provider	Referral <i>(Identify specific agency or organization)</i>
1. Tutoring, study skills training instruction and evidence-based dropout prevention and recovery strategies that lead to completion of secondary school diploma or its equivalent or for recognized post-secondary credential;	X	
2. Alternative school services		Halifax Community College, Halifax Cooperative Extension, and Day Reporting Center
3. Paid and unpaid work experiences which may include: a. summer employment opportunities and other employment opportunities available during the school year; b. pre-apprenticeship programs; c. internships and job shadowing; and d. OJT training	X	WIOA
4. Occupational skills training;	X	
5. Education offered concurrently with and in the same context as workforce preparation activities and training for a specific occupation or occupational cluster;	X	
6. Leadership development opportunities, which may include community service and peer-centered activities encouraging responsibility and other positive social and civic behaviors;	X	
7. Supportive Services	X	
8. Adult mentoring for the period of participation and a subsequent period, for a total of not less than 12 months;	X	Fraternities, Sororities, Church Officials
9. Follow-up services for a period not less than 12 months after the completion of participation, as appropriate;	X	
10. Comprehensive guidance and counseling which may include drug and alcohol abuse counseling and referrals, as appropriate;		Mental Health, Day Reporting Center
11. Financial literacy education;		
12. Entrepreneurial skills training;		
13. Services that provide labor market and employment information about in-demand industry sector or occupations available in the local area, such as career awareness, career counseling, and career exploration services;		
14. Activities that help youth prepare for and transition to post-secondary education and training.		

4. ACADEMIC OPPORTUNITIES

a) Describe the types of educational opportunities that will be offered to youth.

Based on assessment, each youth in need of educational assistance will be referred to the GED classes offered at a facility located near their home or the Day Reporting Center, if required by court assignment. Also youth will receive computer classes. These classes are designed to help the youth with the same training that is offered in the schools for the NC Computer Skills test required by schools for all in school students.

STUDENT INCENTIVES NEW CHOICES

Computer Skills Development Program

The target audience: Out of School Youth aged 16 – 24.

July 1, 2019 – June 30, 2020

8 Week Program

Week 1: Intro/PC Component & Functions

Week 2 & 3: Keyboarding

Week 4 & 5: Windows 2000/Microsoft Word

Week 6 & 7: Microsoft Word/Microsoft Excel

Week 8: Printshop

The major purpose of the program is to assist students residing in low-income areas, in enhancing knowledge of computer skills and capabilities, identification and access of information, and practices for the purpose of being able to compete in today's technical age, and diverse global environment.

Objectives:

- To explore, develop, and learn and understanding of basic computer applications, Microsoft Office software, and customization of graphical images.
- To assist in the development of career goals and aspirations, and design of a personal career development plan.

As a result of the program the potential impacts are:

Students will gain an understanding of Windows 2000, Microsoft Word, Microsoft Excel, Microsoft Publisher, and keyboarding.

Students will gain an understanding of the personal computer hardware storage, operational devices and functions, and detection of computer components.

Students will conduct and assess career information used to compose a personal mission statement and design of a personal portfolio.

b) Describe how youth that are basic skills deficient will be assisted while increasing their skill levels.

Each youth has to set a goal to increase their basic skills if they test below a certain grade level. We set goals each year for each student. Youth are pre-tested and then lessons are taught, along with tutoring assistance to help youth meet their goals. Later a post test is given to see if they have increased their basic skills.

c) Detail the specific curriculum, tools and resources that will be used to deliver academic activities.

The computer learning works is use to help students with academics.

d) If providing summer work opportunity, describe how you will ensure a link to school activities and provide continued support throughout the school year.

e) Detail how all participants will be introduced to Science, Technology, Engineering, and Mathematic (S.T.E.M.) based learning.

NA

f) Detail how all participants will be introduced to Allied Health Sciences based learning.

Students will attend the Dental Hygiene class at Halifax Community College under the leadership of Verna High. There will be 4 different sessions to receive a certificate of completion. Students will also work with Halifax County Health Department under the leadership of Mrs. Ellis where they will be taught about leadership careers in the Healthcare profession and other job opportunities.

5. CAREER DEVELOPMENT AND EMPLOYMENT OPPORTUNITIES

a) Detail the type of work-based learning and career development opportunities that will be offered to youth.

Participant placement in a work experience is offered during academic services to help the youth make the connection between work and class. Youth are also taken on workplace tours, practice mock job interviews and development of a personal portfolio.

b) Describe how these activities will be linked to learning objectives. Include how you will ensure that employer-defined skills and labor market information are used to guide career development activities.

Many of the youth we serve have criminal records and feel as if they cannot work in major industries. It is our goal to show them that they can work for themselves as well as work for industries if they get the right tools. The mandatory Pre-Employment and Work Maturity class will be offered to all youth (Attachment B). Local employers (mostly small business owners and self-employed business people) will offer presentations to youth on how they created their businesses and how to be successful as your own boss.

c) Describe linkages you have made with employers. Include any resources developed in the form of funds, operations, etc.

Employers in the county provide work experience for youth. Employers have agreed to provide presentations during the Pre-Employment and Work Maturity classes offered. There are no additional resources provided from employers.

d) Include Letters of Commitment from at least 5 key Partners/Employers essential to delivering the services and achieving the proposed outcomes.

Attachment B

e) Include plan to ensure all out-of-school youth attain at least a bronze level of the Career Readiness Certificate (CRC).

Students will attend a class at Halifax Community College through WIOA under the leadership of Linda Smith. They receive a certificate of CRC.

6. OUTCOMES

a) Describe your performance objectives. Include total enrollments planned, performance levels of specified outcomes, methods and/or tools you will use. In addition, describe internal monitoring procedures that you will use to ensure that progress is being made towards the outcome.

Performance objective is for the students to get their GED and get unsubsidized employment. The total enrollments planned is 30 students in the program, including 15 new students and 15 currently enrolled students. Performance levels of specified outcome is for each youth to meet short-term goals. The methods and tools that we will use will be the work readiness competencies. Completions of one or more workforce readiness activities appropriate to the service plan developed for the participant. This will include job shadowing, work experience, internships, and career explorations.

Internal monitoring will be conducted by the Director to ensure all records are up to date and that planned outcomes are documented timely.

b) Describe what (if any) additional outcomes will be part of your program.

Additional outcomes include reduced recidivism and no additional probationary periods for youth.

c) Detail how you will evaluate the effectiveness of the program on an on-going basis.

The workforce plus system will be used to obtain monthly reports on progress of the program.

**TURNING POINT WORKFORCE DEVELOPMENT LOCAL AREA
BUDGET AND BACK-UP**

PROJECT NAME

Cooperative Extension- Student Incentive Program

AGENCY NAME

Halifax County Cooperative Extension

PROGRAM COSTS

Staff Salaries	\$	46,178
Staff Fringe Benefits	\$	20,490
Staff Travel	\$	3,100
Employer OJT Incentives	\$	-
Occupancy Costs	\$	-
Non- expendable Property Purchase	\$	-
Non- expendable Property Lease	\$	-
Participant Wages	\$	13,920
Participant Fringe Benefits	\$	1,277
Enrollee/Participant Transportation Costs	\$	2,000
Dependent Care Costs	\$	-
Other Program Costs	\$	11,900

TOTAL BUDGET COSTS

\$ 98,865

CONTRACTOR'S SIGNATURE

Michael J. Peltier

4-10-19

SDA APPROVAL

PROGRAM COSTS

Staff Salaries

Page 2

Position Title	Position Number	Annual Salary of Position	% of Time Applied to Program Costs	Months applied to Program Costs	Salary Cost to be Charged to Program
Director	1	\$ 8,972.00	100%	12	\$ 8,972
Coordinator	1	\$ 37,206.00	100%	12	\$ 37,206
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
Total Staff Salaries (Training)					\$ 46,178

Staff Fringe Benefits (Program Costs)

FICA: Salaries\$ 46,178 x 7.65 % Rate	\$ 3,533
Worker's Comp. Salaries \$ 46178 x 1.519 % Rate	\$ 701
Health Insurance: Monthly Rate per Person 740 x 12 Months of Service	\$ 8,880
Pension (Retirement): Salaries 46,178 x 8.95 % Rate	\$ 4,133
Unemployment Insurance: Salaries 46,178 x 2 % Rate	\$ 924
Other Fringe Benefits: (Specify and attach Itemization) Life Ins \$36; Perf Eval \$882; Longevity \$1,385	\$ 2,319
EAP \$16	
Total Staff Fringe Benefits (Program Costs)	\$ 20,490

Staff Travel (Program Costs)

Mileage: 1,150 miles/mo x 12 months x \$ 0.44 per mile	\$ 3,100
Transportation by Common Carrier \$ per mo x months	\$ -
Subsistence: days x \$ per day	\$ -
Other Staff Travel (Specify and Attach Justification)	\$ -
Total Staff Travel (Program Costs)	\$ 3,100

Employer OJT Incentives

Employer's OJT Incentive(s)	Slots x Average Cost \$	\$ -
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* Jobs must be developed in accordance with skill training occupations approved by the Workforce Development Board.

Total OJT Incentives (Program)	\$ -
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Occupancy Cost (Program Costs)

Rent: sq. feet x \$ annual rate/sq. foot x mos.	\$ -
Utilities: \$ avg. per mo x months	\$ -
Janitorial Services: \$ per month x months	\$ -
Other Occupancy Costs: (Specify and Attach Itemization)	\$ -
Total Occupancy Cost (Program)	\$ -

Total Non-Expendable Property Cost for Program**

\$ -

Non-expendable property has a life expectancy of one year or more and a unit cost of \$500 or more. All Purchases of non-expendable property must be approved in writing by the local area prior to initiation of action to purchase any such property.

** Any proposed budget amount for non-expendable property purchase costs must be supported by an local area Application for Equipment Purchase.

Non-Expendable Property Lease Cost (Program Costs)

Total Non-Expendable Property Lease Cost for Program Costs**

\$ -

** Non-expendable property has a life expectancy of one year or more and a unit cost of \$500 or more. All Purchases of non-expendable property must be approved in writing by the local area prior to initiation of action to purchase any such property.

** Any proposed budget amount for non-expendable property purchase costs must be supported by an local area Application for Equipment Purchase.

PARTICIPANT WAGES

Job Title	Position Number	Number of Slots	Wages Per Hour	Number Hours Per Week	Number of Weeks	Participant Wages Itemization
Stock Clerk		3	\$ 7.25	20	8	\$ 3,480
Office Assistant		3	\$ 7.25	20	8	\$ 3,480
Auto Mechanic		3	\$ 7.25	20	8	\$ 3,480
Recreation Assistant		3	\$ 7.25	20	8	\$ 3,480
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -

Gross Participant Wages

\$ 13,920

PARTICIPANT FRINGE BENEFITS

FICA: Net Participant Wages: \$ 13,920 x 7.65 %Rate	\$ 1,065
Workers Comp.: Net. Participant \$ 13,920 x 1.519 %Rate	\$ 212
Other Fringe Benefits (Specify and Attach Itemization)	\$ -
Total Participant Fringe Benefits	\$ 1,277

Enrollee/Participant Transportation Costs (Program Costs)

Participant Reimbursement: _____ Rate/mile x no. of participants x no. of weeks	\$ 2,000.00
Purchased: _____ Rate/mile x miles/month	\$ -
Vehicle Operating Costs (SPECIFY AND ATTACH ITEMIZATION):	\$ -
Total Transportation Costs:	\$ 2,000.00

Dependent Care Costs (Program Costs)

_____	Rate/week x	No. of part. X	No. of weeks	\$ -
Child Care				
_____	Rate/week x	No. of part. X	No. of weeks	\$ -
Other Dependent Care				
Total Dependent Care Costs				\$ -

OTHER PROGRAM COSTS

Postage: \$ avg./month x months	\$ 100
Telephone: \$ avg./month x months	\$ 1,800
Tuition and Fees x no. of students x cost/semester no. of semesters	\$ -
Student Insurance x no. of students x cost/semester no. of semesters	\$ -
Consumable Supplies: Attach itemization List	\$ 500
Incentives and Bonus Cost: (Specify and Attach Itemization)	\$ 1,000
Training: (Specify and Attach Itemization)	\$ 2,000.00
Miscellaneous Cost: (Specify and Attach Itemization)	\$ -
Post Terminee Follow-up Services (Specify)	\$ 4,500
Other Cost: (Specify and Attach Itemization)	\$ 2,000.00
Indirect Cost \$ base x % approved rate	\$ -
Total Other Program Costs	\$ 11,900.00

TOTAL PROGRAM COSTS: **\$ 98,865.00**

ASSURANCES AND CERTIFICATIONS

Instructions: Please complete the following Assurances and Certifications section. Areas which address compliance issues must identify the appropriate member of the agency's staff responsible for compliance. Add any comments you find necessary for clarification.

A. Internal Program Management

All WIOA proposed service providers are required to establish internal program management procedures to assure compliance and to review program progress. The service provider agrees to monitor and review the following major areas of operation.

1. Compliance with the provisions of the Workforce Innovations and Opportunities Act and regulations or any applicable federal or state regulations;
2. Compliance with the provisions of the WIOA contract;
3. Compliance with all applicable State and WDB policies; and
4. Compliance with WIOA Regulations regarding record maintenance.

The internal program management procedures must be sufficient to prevent fraud and abuse. All reports of, information creating suspicion of, or instances of criminal misconduct, fraud or willful and gross misconduct, in connection with any WIOA program shall be reported immediately to the local area, the North Carolina Division of Workforce Development, and the U.S. Department of Labor. Internal program management procedures must also ensure that auditable and otherwise adequate records are maintained and confirm adherence to specific program requirements and limitations. The local area requires that WIOA proposed service providers utilize monitoring guides for reviewing OJT contracts with employers for compliance with federal regulations.

Indicate how internal monitoring will be accomplished by your agency, also how frequent:

Review of general ledger at the end of each month for proper posting

Identify the staff person(s) responsible for internal program management, compliance monitoring and performance reviews.

<u>Michael Pittman</u>	<u>Program Director</u>	<u>252-583-3684</u>
Staff Assigned	Job Title	Phone #

B. Records Retention

The following records and documents must be maintained for WIOA participants and employees. The proposed service provider agrees to make these records available for monitoring and review by the local area and agrees to retain these records, subject to audit, for three years from completion of services. Release of responsibility to retain records after the three (3) year period will not be authorized until final audit, resolution of audit questioned costs and all questioned costs are paid or accepted as allowable. In the event the proposed service provider goes out of business or ceases to be an organization prior to the expiration of records retention responsibility, the proposed service provider will deliver all records required to be retained hereunder to the local area. The following records shall be transmitted to the local area for acceptance in an orderly fashion, with documents properly labeled and filed and in an acceptable condition for storage:

1. General ledger or equivalent;
2. Cash receipts and cash disbursement journals/reports or equivalent;
3. Bank statements, reconciliation, deposit slips, and canceled checks for each bank account through which WIOA funds were received or disbursed;
4. WIOA contract, including all amendments;
5. All financial reports and requirements for reimbursement;
6. Payroll records including Individual Earning Record, Employee Withholding Authorization (W-4), FICA reporting forms, Federal and State Withholding, Unemployment taxes, Employee Personnel Files, Time Records and Employee Time/Salary Allocation plan;
7. Invoices and/or supporting data for non-payroll disbursements;
8. Participant records including data forms, verification/documentation items, assessment tests and results and the Individualized Service Strategy; and
9. Monthly Financial Status and Program Performance reports.

C. Internal Financial Management

The Proposed Service provider agrees to conduct internal financial reviews of the following major areas:

1. Compliance with the provisions of the Workforce Innovation and Opportunity Act and its regulations;
2. Compliance with the provisions of the WIOA Contract;
3. Compliance with the applicable State and WDB Policies;
4. Compliance with WIOA regarding record maintenance;
5. Compliance with accepted financial management and accounting practices as appropriate and
6. Compliance with OMB Circulars A-122, A-133 and others as appropriate.

Internal financial management procedures shall be sufficient to prevent fraud and abuse. All reports of, information creating suspicion of, or instances of criminal misconduct, fraud or willful and gross misconduct, in connection with any WIOA program shall be reported immediately to the local area, the North Carolina Division of Workforce Development and to the U.S. Department of Labor. Internal financial management procedures must also ensure that auditable and otherwise adequate records are maintained which support all expenditures of WIOA funds and confirm adherence to policies regarding allowable costs and allocations of costs to proper cost categories. The proposed service provider shall document all internal financial compliance reviews.

List the name and title of the person(s) responsible for maintaining financial records, monitoring fiscal activities for contractual compliance and assisting monitors/auditors during on-site visits.

** See Attached **

Staff Assigned	Job Title	Phone #
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D. Monitoring and Audit Procedures

The local area has developed a systematic fiscal and programmatic monitoring system for evaluating the quality and effectiveness of WIOA funded programs. Monitoring is the process whereby the local area gathers and analyzes information to detect problems, identify strengths and weaknesses, and propose improvements to the program. It is the quality control system for job training projects operated with WIOA funds. The local area will ensure that monitoring covers activities, services, and management practices supported by WIOA funds. In many instances, fiscal and programmatic monitoring are interrelated, and conducted simultaneously.

According to Sections 163 and 165 of the Act, service providers must cooperate with any monitoring, inspection, audit or investigation of activities

Separation of Duties

Function	Name	Title
Personnel	Renee Perry Shelly Strickland	HR Director Finance Tech III
Accounts Payable	Cheryl Tripp Sonnara Baker	Admin Assistant Finance Tech I
Accounts Receivable	Donna Bolio Jennifer Simmons	Finance Tech II Finance Specialist II
Budget	Cheryl Tripp Teresa Mozingo	Admin Assistant Accountant
Report Preparation	Michael Pittman Cheryl Tripp	Program Director Admin Assistant
Cash Receipts	Cheryl Tripp	Admin Assistant
Reconciliation	Jennifer Simmons	Finance Specialist II
Cash Management	Michael Pittman Jennifer Simmons	Program Director Finance Specialist II
Check Preparation	Sonnara Baker	Finance Tech I
Check Signing	Mary Duncan	Finance Director
Monitoring/Oversight	Teresa Mozingo	Accountant
Development Policy	Michael Pittman	Program Director

related to WIOA contracts. These activities may be conducted by the North Carolina Division of Employment and Training, the State of North Carolina, the U.S. Department of Labor and the local area, or their designated representatives. Service providers must provide access to the premises for the purpose of interviewing employees or participants and permit the examination of, and/or photocopying of books, records, files, or other documents related to the WIOA funded program.

E. Invoicing, Reporting and Contractor Close-out

The local area will reimburse the proposed service provider for total allowable costs incurred as agreed upon between the local area and the proposed service provider. The proposed service provider will submit monthly invoice reports to be provided by the local area for reimbursement of allowable costs. This report must be submitted to the local area not later than the 5th working day following the end of any given month.

In order to assure that the funds provided are used in accordance with the provisions of the contract, the proposed service provider shall: (a) use such fiscal, audit, and accounting procedures as may be necessary to assure proper accounting for payments received and proper disbursement of such payments; and (b) provide the local area and authorized representatives of the U.S. Department of Labor or the Comptroller General of the United States access to and the right to examine any books, documents, papers, records, property and equipment pertaining to funds provided or activities undertaken concerning the project.

The final contract close-out report is to be furnished to the local area within thirty (30) days after the ending date of the contract.

F. Submission of Most Recent Audit to the Administrative Entity

As a recipient of WIOA funds, proposed service providers must have an annual financial and compliance audit performed. (Where appropriate other financial statements provided by certified public accountants are acceptable). The WIOA audits must be conducted according to auditing standards set forth in the financial and compliance handbook entitled "Standards for Audit of Governmental Organizations, Program Activities and Functions" issued by the Comptroller General of the United States. The audit shall be performed by an independent Certified Public Accountant selected by methods recommended by the NC Local Government Commission and/or by the Office of the State Auditor, as appropriate.

This requirement will be met by providing the local area with a copy of the annual audit according to OMB Circular A-122 or A-133 as appropriate. The audit should be submitted within 30 days after the completion and acceptance

by the service provider's Board, but not later than nine months after the end of the audit period. The audit expense cannot be billed to the WIOA program.

ATTACH a copy of the organization's most recent annual independent audit. If a copy of the most recent audit has previously been submitted, please indicate below.

<u>Mauldin & Jenkins LLC</u>	<u>FYE June 30, 2018</u>	<u>Jan 7, 2019</u>
Audit Firm	Audit Period	Date Submitted

G. Bonding Insurance Requirements

Agencies must meet bonding requirements as required through the Office of Management and Budget Circulars. Public agencies are required by the North Carolina General Statute to be bonded. Non-governmental agencies shall procure a blanket fidelity bond, position bond, or name schedule fidelity bond for all persons authorized to receive or disburse WIOA funds. The bond limit shall be for the total contracted amount or \$50,000.00, whichever is less.

Marsh USA Inc
Provide the name of the carrier
Effective date 07/01/18 Policy number 3919169

H. Requirements for Depository Accounts Holding WIOA Funds

Provide the name of the depository with whom the proposed project funds will be deposited.

Branch Banking & Trust 3 S King St, Halifax NC 27839
Name/Address of Depository

Will the depository account for WIOA funds be an interest bearing account?
Yes _____ No ☒

The proposed contractor must assure that U.S. Treasury restrictions on excess cash will be observed and that interest will be properly tracked, reported to the LOCAL AREA and used for WIOA operations as program income.

I. Program Income Requirements

The U.S. Department of Labor requires that all income generated under any WIA program shall be reported and used to further program objectives. The potential service provider assures that it will comply with Section 627.450 (Program Income) of the WIOA regulations, Section 141. (m) (General Program Requirements) of the regulations and WIOA.

Indicate how program income and stand-in costs will be tracked by the proposed service provider and recorded on financial reports to the local area:

Separate budget account lines in the General Fund

J. Property Management Requirements

The service provider agrees to maintain careful accountability of all non-expendable property (property with a life expectancy of one year or more and a unit cost of \$500.00 or more) and to maintain an inventory of all properties issued by the local area or subsequently acquired with WIOA funds. Acquisition of property in excess of this amount must be approved for purchase by the WDB. The WDB will maintain a fixed-asset listing to be verified for physical location and serviceability at your agency at least annually.

Any purchases with a unit cost value of \$5,000 or more to be purchased with WIOA funds must be approved by the local area and the State, prior to purchase. The request must be made by the local area. The State will monitor the inventory of all items purchased or leased with a value of \$5,000 or more.

The proposed service provider agrees not to dispose of or transfer any property purchased with WIOA funds which has a value of \$500 or more and/or a life expectancy of one year or more until written authorization is received from the local area. Any disposal of WIOA property must be in accordance with applicable Federal, State and local disposal procedures. Any revenues derived from the sale of property purchased with WIOA funds must revert to a WIOA activity.

Jennifer Simmons

Person Responsible for Inventory

In the event property purchased with WIOA funds is stolen or destroyed by criminal act, the proposed service provider will notify appropriate law enforcement officials immediately. The Workforce Development Director must be notified within three (3) working days of discovering the loss or damage. A copy of the police report will be maintained as documentation of loss, and a copy forwarded to the local area.

The proposed service provider agrees to pay for or replace any property purchased with WIOA funds which are lost or destroyed through the negligence of the proposed service provider, its staff or representatives.

K. Medical/Accident Insurance

The proposed service provider shall provide adequate on-site medical and accident insurance for all enrollees not covered by the North Carolina Workers' Compensation law. This coverage shall not include income maintenance. Contributions to a self-insurance plan, to the extent that they are comparable in cost and extent of coverage had insurance been purchased, are allowable upon prior approval by the State (NC Division of Workforce Development), throughout the local area. Requests for such approval are to be submitted in writing to the local area.

Blue Cross Blue Shield of North Carolina
Provide the name of the carrier
Effective date July 1 of each year Policy number 4PPW12982200

L. CERTIFICATION REGARDING DEBARMENT AND SUSPENSION

Applicant:

This certification is required by the regulation implementing Executive Order 12549, Debarment and Suspension, 29 CFR Part 98, Section 98.510, participants' Responsibilities. The regulations were published as Part VII of the May 26, 1988 Federal Register (Pages 19160-19211).

(1) The prospective primary participant (i.e., grantee) certifies to the best of its knowledge and belief, that it and its principles:

(a) are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from

(b) covered transactions by a Federal department or agency;

(c) have not within a three-year period preceding this renewal 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;

(d) are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State, or Local) with commission of the offenses enumerated in paragraph (1)(b) of this certification; and

(e) have not within a three-year period preceding this application/renewal had one or more public transactions (Federal, State, or Local) terminated for cause or default.

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

M. CERTIFICATION REGARDING DRUG-FREE WORKPLACE REQUIREMENTS

A. The contractor 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 contractor's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

b. Establishing an ongoing drug-free awareness program to inform employees about:

1. The dangers of drug abuse in the workplace;

2. The grantee'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 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 (5) calendar days after such conviction;

e. Notifying the agency in writing, within ten (10) calendar days after receiving notice under subparagraph "d.2" from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose contract activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

f. Taking one to the following actions, within thirty (30) calendar days of receiving notice under subparagraph "d.2", with respect to any employee who is convicted:

1. Taking appropriate personnel action against such an employee, up to and including termination, consistent within 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".

N. CERTIFICATION REGARDING LOBBYING CERTIFICATION FOR CONTRACTS, GRANTS, LOANS, AND COOPERATIVE AGREEMENTS

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

(1) 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 Congress, or an employee of a Member of Congress in connection with the awarding of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) 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 Form to Report Lobbying", in accordance with its instruction.

(3) 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, 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 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 \$10,000.00 and not more than \$100,000.00 for each such failure.

O. EQUAL OPPORTUNITY NON-DISCRIMINATION NOTICE

County of Halifax (Name of agency), as a recipient of Workforce Investment Act (WIOA) Title I financial assistance, shall provide initial and continuing notice that it does not discriminate on any prohibited ground, to: registrants, applicants, eligible applicants/recipients, participants, applicants for employment, employees, and members of the public; including those with disabilities, and unions or professional organizations holding collective bargaining or professional agreements with the recipients.

C. Renee Perry
(Name of EEO Officer)

Human Resources Mgmt Director
(Position Title)

252-583-1688
(Telephone Number)

All participants and staff will be informed of EEO policies and guidelines and the name of the EEO Officer during a formal orientation prior to participating in any employment and/or training program funded by WIOA.

The service provider is required to develop and adhere to affirmative action policies. **ATTACH a copy of your organization's client grievance procedures.**

All grievances and complaints submitted by WIOA participants involving allegations of discrimination, violations of the Workforce Innovation and Opportunity Act, or criminal fraud, abuse or misconduct must be processed in accordance with the local area Grievance/Complaint Procedures.

Section III (FINANCE)

Turning Point Budget and Summary Back-up

(If you have received this package by email see attachment of budget document included as an Excel file). Otherwise the budgets will be provided on compact disk.

PLEASE INCLUDE ALL BUDGETS AND BACK-UP/SUPPORTING DOCUMENTATION IN A SEPARATE ENVELOPE (SEALED AND LABELED).

WHEN SUBMITTING BUDGETS THAT INCLUDE INDIRECT COSTS, DOCUMENTATION OF THE APPROVED RATE BY THE COGNIZANT AGENCY AND INDIRECT PLAN MUST ACCOMPANY THE BUDGET.

IN ORDER TO DOCUMENT REASONABLE COSTS AND PRICES, A MINIMUM OF THREE (3) PRICE QUOTES MUST ACCOMPANY BUDGETED FIGURES FOR THE PURCHASE OF EQUIPMENT.

STATEMENT OF FINANCIAL CAPABILITY

Name of Service Provider: County of Halifax

- I. The latest financial statement was prepared on June 30, 2018.
- II. It covers the period July 1, 2017 through June 30, 2018.
- III. An audit (circle one) was/was not conducted for these financial statements.

Name, address, and telephone number of auditor if audit conducted or independent CPA if compilation or review conducted:

Mauldin & Jenkins LLC James Benne (auditor)

200 Galleria Parkway SE, Suite 1700 Atlanta, GA 30339

- IV. The Fiscal Year End is June 30, 2018.

- V. Circle the appropriate answer(s) to indicate the financial arrangements that are available to facilitate performance during initial phases of contract.

1. Own Resources Yes No
2. Bank Credit (If yes, name of bank and amount.) Yes No

3. Other (If yes, specify source and amount) Yes No

VI. 1. Is your organization incorporated? No (Yes or No)

2. In what state is the incorporation authorized? _____

3. Are you registered with the Secretary of State's office? No
_____ (Yes or No)

4. Attach a copy of registration certificate to the proposal.

5. Is your organization licensed in the county in which you are doing business? (Yes or No)

6. Attach a copy of your license.

Signature: _____

(Print or Type Name and Title)

Date: _____

For private organizations, have an independent CPA complete the certification below. For governmental agencies, the signature must be that of the financial officer.

CERTIFICATION OF ACCOUNTING SYSTEMS

I certify that County of Halifax has an established accounting system with internal controls adequate to safeguard assets, check the accuracy and reliability of the accounting data, promote operating efficiency, and permit compliance with the LOCAL AREA requirements. I further certify that the information provided with the balance sheet and CPA's report is accurate and true.

Signature: _____

Mary W Duncan

Mary W Duncan, Finance Director

(Print or Type Name and Title)

Firm/Agency: _____

County of Halifax

Date: _____

08 Apr 19

Jennifer Simmons

From: Renee Perry
Sent: Monday, April 8, 2019 12:10 PM
To: Jennifer Simmons
Subject: Grievance Process - per the current personnel policy

(Res. of 5-22-17(1))

8-1.4. - Grievance procedure and adverse action appeal.
(Shall be hereinafter referred to as grievance procedure)

Section 1. Organization of grievance committee.

The commissioners will appoint a grievance committee to conduct hearings on employee grievances involving demotions, suspensions and dismissals. The grievance committee will make determinations on employee grievances, and if the grievance is not resolved to the employee's satisfaction, then the complaint will be forwarded to the board of commissioners, who will make final determinations.

Grievance committee determinations on employee grievances in the sheriff's department and register of deeds office will be forwarded to the sheriff and register of deeds, respectively, who will make final determinations in their respective departments.

The grievance committee will consist of the following department heads: county manager, chairman; assistant county manager, assistant to the county manager, library director, tax administrator, solid waste director, emergency management coordinator and water department supervisor. A department or agency head will not sit as a member of the grievance committee when the employee with a grievance is employed in his or her department or agency. Furthermore, in the event the grievance originates with a department or agency head, that department or agency head will not serve on the grievance committee during those proceedings.

All members of the grievance committee must be present at meetings to constitute a quorum, with the following exceptions:

- (1) A department head as mentioned in the preceding paragraph, and
- (2) A department head who is out of the county at the time the grievance is filed and will not be back on duty within the time constraint of the procedure; and
- (3) A department head who is absent because of illness and is not expected to return to duty within the time constraints of the procedure.

The county manager (chairman) is authorized to appoint someone temporarily to serve when absences as indicated above are expected. The county manager is also authorized to appoint an additional member to serve on a specific case, when it would be necessary to make certain the committee makeup reflects someone of the same race and sex of the complaining employee.

The chairman will be responsible for calling and presiding at all meetings. All members of the grievance committee must be present at meetings to constitute a quorum, with the exception of a department or agency head as mentioned in the preceding paragraph.

(Amend. of 2-1-93)

Section 2. Grievance, definition.

A grievance is a claim or complaint based upon an event or condition which affects the circumstances under which an employee works, allegedly caused by misinterpretation, unfair application, or lack of established policy pertaining to employment or conditions. A grievance might involve alleged safety or health hazards, unsatisfactory physical facilities, surroundings, materials or equipment, unfair or discriminatory supervisory or disciplinary practices, unjust treatment by fellow workers, unreasonable work quotas, or any other grievance relating to conditions of employment, such as demotion, suspension, dismissal, reduction in pay, and transfer.

Section 3. Grievance procedure.

It is the policy of the county to provide a means whereby employees may freely discuss problems with supervisors and to provide a procedure for the presentation and mutual adjustment of points of disagreement that arise between employees and their supervisors. County employees shall also have the right to appeal personnel actions involving demotion, suspension, dismissal, reduction in pay, transfer, and layoffs.

Section 4. Grievance appeal procedure for general county employees.

When an employee has a claim or complaint concerning the condition of their employment with the county, the following successive steps are to be taken. The number of days indicated at each level should be considered as the maximum number of days unless provided for otherwise and every effort should be made to expedite the process. However, when mutually agreed upon, the time limits given below may be extended.

The following procedure is the grievance process to be followed hereinafter or until further amendments are approved. The procedure is for all Halifax County general employees including part-time and temporary employees (hereinafter referred to as the "complainant").

Complaints may be orally presented by the complainant to the immediate supervisor but the complaint must be in writing. The immediate supervisor has five (5) days (hereinafter referred to as "working days") from the receipt of the complaint to conduct a hearing with the complainant and make a decision. The decision of the immediate supervisor must be given to the complainant in writing. If the complaint is not resolved to the satisfaction of the complainant, then the complaint may be orally presented by the complainant to his or her department head.

The department head will then have five working days to conduct a hearing with the complainant and make a decision. The decision of the department head must be given to the complainant in writing. If the complaint is not resolved to the satisfaction of the complainant, then the complaint may be orally presented by the complainant to the chairman of the grievance committee. However, the complaint must be in writing. The complainant has five working days to file the third written complaint.

The chairman of the grievance committee will have five working days to call a meeting of the grievance committee and to conduct a hearing.

The grievance committee will then have 10 working days to reach a decision. The decision will be delivered to the complainant in writing. If the complaint is not resolved to the satisfaction of the complainant, he or she will then have five working days to provide the chairman of the Halifax County Board of Commissioners with a written complaint. The chairman of the board of commissioners will have 10 working days to call a special meeting of the board of commissioners to conduct a hearing.

After the hearing, the board will have 15 working days to make the final decision. The final decision must be in writing and delivered to the complainant.

Section 5. Appeal procedure for applicants.

Applicants for county positions alleging discrimination may appeal under provisions of this section. The grievance committee shall hold a hearing upon request of the applicant and within 10 working days render a written advisory opinion to the applicant and the board of commissioners. The hearing shall be open to the public unless both parties agree that the hearing shall be closed. The applicant has the right to be represented by a person of his choice. The grievance committee may hold an executive session for the purpose of making its decision.

The grievance committee's decision must be in writing and must provide the reasons for the decision and the evidence upon which it relied. If the applicant is not satisfied with the results of the grievance committee's action, he or she may within five working days in writing request review by the board of commissioners. The commissioners shall hold a hearing within 10 working days and render a final written decision within 10 working days of the hearing.

Section 6. Back pay awards.

Back pay and benefits may be awarded to reinstated employees winning appeals in suspension, demotion, dismissal and discrimination cases.

Disciplinary Action, Appeals and Separation

Disciplinary Action

1. The intent of Halifax County's disciplinary action policy is to provide a fair, clear and useful tool for correcting performance or conduct problems. Disciplinary action, when taken, is for the purpose of improving employee and County performance. When an employee fails to meet his or her performance or conduct responsibilities, the supervisor is responsible for correcting such failure by initiating the appropriate disciplinary action.
 2. The disciplinary action policy applies to all regular employees who have completed their employment probationary period. Probationary employees have limited rights under this section, please consult your supervisor for specific clarifications.
 3. The types of disciplinary action which may be used for disciplinary purposes are the following:
 - oral warning with written confirmation
 - first written warning
 - final written warning
 - disciplinary suspension without pay
 - suspension with pay (investigation)
 - disciplinary demotion
 - dismissal
- ~ These actions are not necessarily in sequential order. The type of disciplinary action taken is based on the severity and/or recurring nature of the negative performance in question.

Grievance Procedure

1. Halifax County provides a Grievance Procedure to facilitate the airing and resolving of employee grievances fairly and swiftly. Grievances that fall under this policy are limited to involuntary Demotions/Reassignments, Suspensions and Dismissals.
2. Employees governed by the provisions of the State Personnel Act (Social Services & Public Health) have alternate procedures that should be followed (State Office of Administrative Hearing). This process will be explained to you in your departmental/agency orientation. Contact your personnel representative within your department/agency for further information.
3. If you feel that you are not receiving fair treatment or you are faced with an employment situation that is covered by this grievance policy that you cannot resolve, you are encouraged to use the Halifax County Grievance Procedure. (Halifax County Personnel Policy, 8-1.4)

Separation from County Employment

1. Resignation

If you decide to leave County service, you should notify, in writing, your immediate supervisor of the effective date of your resignation as far in advance as possible. You are asked to give at least a minimum of two weeks notice prior to your last day of work. Department/agency directors and most supervisor positions require up to a month's notice of resignation, please check with your supervisor to determine the resignation notice period required of your position. Usage of annual or sick leave during your departure notice period is not authorized unless approved by your department/agency director. To be paid for holiday(s) during your departure notice period, holiday (day off) must occur prior to your last day (i.e. if your last day is Thursday and holiday is Friday, you will not be paid for the holiday).

2. Reduction-In-Force (RIF)

In the event that a reduction in force becomes necessary, consideration will be given to the quality of your past performance, the need for the service you provide, and your seniority in determining those employees to be retained. Employees governed by the State Personnel Act have additional parameters; please consult with your personnel representative for further information with those departments/agencies.

3. Retirement

Whenever you have met the conditions set forth in the N.C. Local Government Employees' Retirement System, you may elect to retire and receive monthly benefits (or a lump sum) earned under the retirement plan.

Exit Interview

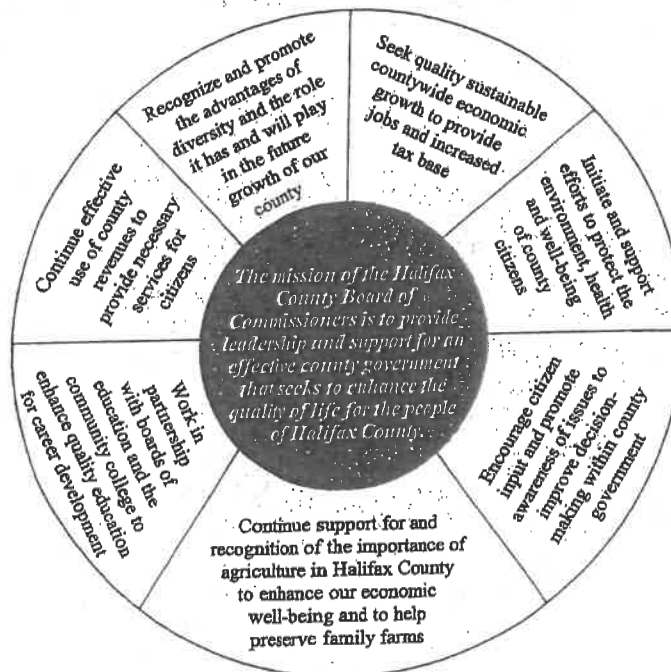
1. Before you leave County service you or your supervisor should contact the Human Resources Department to schedule an Exit Interview. This confidential interview involves completing a survey of your employment experience with Halifax County. This confidential survey will be used to track and determine if there are trends that need to be addressed (salaries, training, supervision, etc.). This exit interview is normally held during your last week of employment.
2. During the exit interview, you will receive important benefit information, including health, dental and life insurance continuation options. Halifax County Human Resources will conduct benefits out-processing for departing employees as well as conduct the exit survey.

General Information

Halifax County Organization

1. Halifax County is governed by the Board of County Commissioners who are elected on even numbered years by the citizens for staggered four-year terms, three are elected by district and three are elected at-large. The six-member board meets on the first Monday and fourth Tuesday of each month. These meetings are open to the public.
2. The Board of Commissioners sets County policies, levies taxes, determines the level of services provided to citizens and adopts the annual County budget. The Board appoints a County Manager to manage and direct the day-to-day operations of the County.

MISSION STATEMENT & CORE VALUES



Adopted April 1, 1996
Amended December 13, 2002

Halifax County citizens come first!

Travel

1. At various times, your job may require travel. When the use of a vehicle is required, especially in driving long distances, you should use a County vehicle.
2. You must have a driver's license valid in the State of North Carolina to operate a County vehicle. If your driver's license status changes while you are employed with Halifax County, you are *not* authorized to operate a County vehicle *or* your own vehicle in the performance of your official duties. You must notify your supervisor if you are unable to perform the official driving duties associated with your position. You are expected to wear a seat belt and practice the principles of defensive driving while driving a County vehicle or your own vehicle in the performance of your official duties.
3. You should use a County vehicle for authorized County business whenever possible. If your supervisor approves use of a personal vehicle to conduct County business, you will be reimbursed at the approved mileage reimbursement rate.
4. If your job requires travel out-of-state, or includes an overnight stay, the travel must be authorized by the County Manager or by the department directors of RiverStone, Social Services or Public Health for their respective departmental staff. All in-state travel for departmental employees may be authorized by your department director. Department director travel shall be approved by the County Manager.

Drug-Free Workplace

1. Halifax County is committed to maintaining a safe and healthy workforce free from the influence of substance abuse.
2. Reporting to work or performing work for the County while impaired by or under the influence of any intoxicant, drug or chemical which interferes with the employee's work performance or which might adversely affect the safety is prohibited. This includes legal drugs (prescription and over-the-counter) and alcohol, as well as illegal drugs.
3. The illegal use, possession, dispensation, distribution, manufacture or sale of controlled substances by an employee at the worksite, during work hours or while the employee is on duty, official County business or standby duty is prohibited.
4. Violation of such prohibitions by a County employee is considered conduct detrimental to County service and will result in disciplinary action.
5. If you suspect that you may have a drug or alcohol problem, you are encouraged to seek help through the Employee Assistance Program (EAP).

Drug and Alcohol Testing

1. The County's Drug and Alcohol Testing Policy helps maintain a workforce free of alcohol and drug abuse and it protects the safety of County employees and the public. The policy also complies with federal regulations governing drug and alcohol testing.
2. Listed below are the types of drug and alcohol tests covered under this policy and coverage for each type:

Pre-Employment Drug Testing is completed after an offer of employment is made, but prior to beginning work in a covered position. Covered positions include those covered by the federal drug testing guidelines and positions defined as safety sensitive by Halifax County. Pre-employment testing is also required when an employee transfers to a position that requires drug testing. A positive test will result in disciplinary action against employee in current position.

Reasonable Suspicion Testing is required for any employee when trained personnel determine that reasonable suspicion exists that the employee is at work under the influence of drugs or alcohol.

Random Testing is conducted on any County employee whose position is covered under the federal drug and alcohol testing regulations, or whose position involves performing the duties of an Emergency Medical Technician. Random testing is conducted using a scientific, automated random sampling technique.

Post-Accident Testing is required on any County employee driver of a motor vehicle, or any employee not on the vehicle whose performance could have contributed to the motor vehicle accident. Post accident testing is required if any one of the following conditions is met:

- A fatality results from the accident.
- A person in the accident is treated at a medical facility.
- The driver receives a citation under State or local law for a moving traffic violation arising from the accident.
- One of the vehicles in the accident receives disabling damage to the extent that it must be towed.
- There is property damage of a revenue service vehicle resulting in the removal of the vehicle from revenue service.

Return to Duty and Follow-up Testing is required when an employee has had a confirmed positive test and returns to performing covered duties.

3. If an employee tests positive for alcohol, illegal drugs or misuse of prescribed drugs, the department must reprimand the employee based on the severity of the conduct, to include suspension, demotion or dismissal, in accordance with Halifax County Personnel Policy [4-1.2.(e)].
4. Refusal to submit to a required drug or alcohol test is considered to be a positive test result and will be processed accordingly.

A Catered Affair

P.O. Box 636

Littleton, North Carolina 27850

252-583-1222



To Whom It May Concern,

First let me say, Thank you to the WIOA Student Incentive Program, for allowing me the opportunity to worked with the students. We have been partners for many years. I have truly enjoyed working with them. They have been amazing. They have allowed me to become Grand mom to many of them. They have become my children as well. When they arrived on the grounds of A Catered Affair, I lay my rules down, be on time, don't tell me you coming and never show up, pull them pants up, good morning and good afternoon. I have hired many of the students to work part time. Working with them has truly not only help them, it has help our business. I would love to continue to work with the program. If you need more information, please feel free to contact me at 252-586-1222

Thank you,

Gussie L. Silver

Gussie Silver, Co-Owner

City of Roanoke Rapids
Public Works Department
P.O. Box 38 1313 Hinson Street
(252) 533-2846 Phone (252) 533-2851 Fax



April 9, 2019

To whom it may concern:

The City of Roanoke Rapids Public Works Department will partner with Nex-Gen WIOA student incentive Youth Program to provide work experience for the youth. The starting pay for our part time employees is \$10 per hour with no benefits. The Public Works Department job description will be working on the back of the trash truck collecting trash and dumping cans, cutting grass, weed eating, and picking up trash alongside of the street, etc. Our works hour are 7am-4pm Monday through Friday.

Sincerely

Brenda M. Lee
Administrative Assistant II
City of Roanoke Rapids
Public Works Department

Town of Garysburg

PO Box 278
504 Old Highway Road
Garysburg, NC 27831
garysburg@embarqmail.com
252.536.2167

April 9, 2019

Mrs. Deborah James
WIOA Student Incentive
Program Assistant

Dear Mrs. James:

I am writing this letter on behalf of and in support of the WIOA Student Incentive Program. The Town of Garysburg has participated in the WIOA Student Incentive Program for several years. We greatly appreciate the opportunity to be able provide jobs and a workplace where young people can gain valuable work experience.

This program not only benefits the student, but the town and community as well. We hope that what they learn they will take with them, and perhaps may encourage them to return to work and serve in their communities. The Town of Garysburg supports the WIOA Student Incentive Program and their efforts to help our young people become educated, working and caring members in our community.

Sincerely,



Diane Gallimore,
Town Administrator

J & J New & Used Tires
105 N. McDaniel Street
Enfield, NC 27823
(252) 377-0962



March 26, 2019

Dear Mrs. James:

I have thoroughly enjoyed mentoring the children in the NextGen WIOA Student Incentive program over the past several years. We are happy to be able to offer training opportunities for the students in this program at J & J New and Used Tires, located at 105 N. McDaniel Street, Enfield, NC 27823. My husband, Julius Daniels is the owner/operator of this small business. We hope to instill in the students good work ethics and the importance of furthering their education.

Thank you for allowing us to serve the youth and we look forward to our continued involvement with this program.

Sincerely,

Laura B. Daniels

Town of Gaston

Post Office Drawer M
223 Craige Street
Gaston, NC 27832
(252)-537-1046 Telephone & Fax

Alice P. Delbridge, Mayor
Angela M. Easter, Town Clerk

Commissioners:

Tony Hux
Deborah James
Frank Manning
James Norton

March 27, 2019

To Whom it May Concern;

The Town of Gaston would like to work with the WIOA Student Incentive Program. The Town can provide a place for placement for Internship or helping out in various departments depending on what needs to be done.

If you have any questions, please do not hesitate to give me a call at (252) 537-1046 Monday - Friday 9:00 am - 5:00 pm.

Sincerely,

Angela M. Easter

Angela M. Easter
Town Clerk

EXECUTIVE SUMMARY

The North Carolina Cooperative Extension Service helps people improve the quality of their lives by providing research-based information and informal educational opportunities focused on issues and needs. The mission of the proposed program, Student Incentive Work Program and GED, is to provide services through the use of effectual mediator organizations that afford for solid linkage to the job market and employees as well as to ensure relevant learning experiences. The specific mission of the WIOA Student Incentive Program continuing education and employment is to provide services through the employees as well as the ensure a relevant learning experience. The specific mission of the proposed program is to provide participants a form of work preparing clients for real life work and post-secondary experience of the GED program.

The WIOA Student Incentive Program proposed for Halifax County is designed to assist court offenders and at-risk youth in finding gainful employment and to seek alternate education opportunities to students who are in the General Equivalency Degree Program. These services will be provided through the use of different organizations that will assist the youth in on-the-job training and educational assistance. The primary target group will be youth 16 – 24 who are om the GED Program. The activity is designed to provide these students with academic tutoring, study skills, and work ethics and work experience through job shadowing. Part of this program will include 10 hours a week of computer training. Without WIOA funding there would be limited support services provided for those targeted with no opportunity for work experience through internship.

The WIOA proposal is further designed to supplement the limited services as well as to provide objective assessment and individual service strategies for each participant to determine the specific program services that are needed. Individualized/group meetings, tutoring, work skills training, leadership development and employability skill instructions leading to the completion of the GED program will be delivered. This is based on information from in-depth counseling.



AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

FROM: County Commissioners

PRESENTER: County Commissioners

SUBJECT: Charters of Freedom Certificates of Appreciation

DATE: May 6, 2019 Regular Meeting

SUPPORTING INFORMATION:

The Board will present certificates of appreciation to those involved in making the Charters of Freedom Project a success.

ATTACHMENTS:

Description

No Attachments Available

TOTAL COST:

COUNTY COST:

REQUEST: Present Charters of Freedom Certificates of Appreciation



AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

FROM: Ken Wilson, Halifax Resolves Chapter N. C. Sons of the American Revolution

PRESENTER: Ken Wilson, Halifax Resolves Chapter N. C. Sons of the American Revolution

SUBJECT: Sons of the American Revolution Award

DATE: May 6, 2019 Regular Meeting

SUPPORTING INFORMATION:

Mr. Wilson will present the Sons of the American Revolution Award.

ATTACHMENTS:

Description

No Attachments Available

TOTAL COST:

COUNTY COST:

REQUEST:



AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

FROM: Moira J. Underwood, Lake Gaston Association

PRESENTER: Moira J. Underwood, Lake Gaston Association

SUBJECT: 2019 Lake Gaston Clean-Up Day Resolution

DATE: May 6, 2019 Regular Meeting

SUPPORTING INFORMATION:

Attached, please find the 2019 Lake Gaston Clean-Up Day Resolution for your review.

ATTACHMENTS:

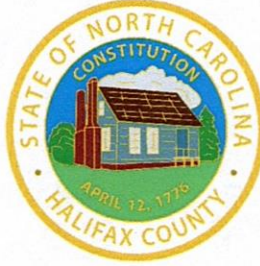
Description

- ▯ 2019 Lake Gaston Clean-Up Day Resolution

TOTAL COST:

COUNTY COST:

REQUEST: Adopt the 2019 Lake Gaston Clean-Up Day Resolution.



**RESOLUTION
IN SUPPORT OF TAKE PRIDE IN
2019 LAKE GASTON CLEAN-UP DAY**

WHEREAS, there is a need to improve the appearance of Lake Gaston by removing litter and debris that create eyesores and harm the environment; and

WHEREAS, a clean Lake Gaston environment positively impacts water safety, economic development, travel, tourism, and quality of life; and

WHEREAS, the Lake Gaston Association is sponsoring Take Pride in Lake Gaston clean-up of the lake on June 1, 2019 in an effort to educate citizens on the harmful effects of litter; and

WHEREAS, there is a need for citizen participation in maintaining the beauty of our county; and

WHEREAS, it is in the interest of Halifax County to support our volunteers in efforts to improve the appearance of the county.

NOW, THEREFORE, BE IT RESOLVED, that the Halifax County Board of Commissioners endorses and supports the 2019 Take Pride in Lake Gaston Clean-up Day initiative.

Adopted this the 6th day of May, 2019.



Vernon J. Bryant, Chairman
Halifax County Board of Commissioners

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



AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

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

SUBJECT: Public Comment Period

DATE: May 6, 2019 Regular Meeting

SUPPORTING INFORMATION:

Attached, please find the Public Comment Period Statement.

ATTACHMENTS:

Description

▯ Public Comment Period Statement

TOTAL COST:

COUNTY COST:

REQUEST:



OPENING STATEMENT PUBLIC COMMENT PERIOD

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

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

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

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

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

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



AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

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

PRESENTER: Chris Rountree, Planning Director

SUBJECT: Moratorium on Permit Applications for Solar Energy Systems

DATE: May 6, 2019 Regular Meeting

SUPPORTING INFORMATION:

During its regular meeting on Wednesday, March 20, 2019, the Halifax County Planning Board held a public hearing on the first draft of a proposed Solar Energy Development Ordinance. Following the public hearing and other discussion, it was determined by the Planning Board that further deliberation was needed before making a final recommendation to the Board of Commissioners regarding a proposed ordinance. Pending that action, the Planning Board recommends that the Board of Commissioners consider imposing a moratorium on the acceptance of any permit applications for solar energy systems pursuant to G.S. 153A-340(h). During this period, the Planning Board intends to complete its review of the proposed ordinance, and refer the proposal to the Board of Commissioners for action before the end of the moratorium period. Certain findings are required in order to justify the moratorium. They are detailed in the attached statute, G.S. 153A-340(h).

ATTACHMENTS:

Description

- ▢ Public Hearing Statement
- ▢ Notice of Public Hearing
- ▢ G.S. 153A-340(h)

TOTAL COST:n/a

COUNTY COST:n/a

REQUEST: Conduct a public hearing concerning the proposed moratorium on the acceptance of permit applications for solar arrays.



OPENING STATEMENT PUBLIC HEARING

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

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

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

NOTICE OF PUBLIC HEARING

HALIFAX COUNTY BOARD OF COMMISSIONERS

TAKE NOTICE that the Halifax County Board of Commissioners will conduct a Public Hearing on Monday, May 6, 2019, at 9:30 a.m., or as soon thereafter as the matter may be reached, in the Board of Commissioners' Meeting Room on the second floor of Historic Halifax Courthouse, 10 North King Street, Halifax, NC, to consider an ordinance imposing a moratorium on the acceptance or processing of permit applications for solar arrays under the Halifax County Zoning Ordinance. Substantial change in the proposed moratorium may be made as a result of comments, objections, debate and discussion received during the public hearing.

This the 24th day of April, 2019.

Andrea H. Wiggins
Clerk to the Board of Commissioners

Publication dates: *April 24, 2019*
 May 1, 2019

N.C. General Statutes
Chapter 153A
Article 18. Planning and Regulation of Development
Part 3. Zoning.

§ 153A-340. Grant of power.

(h) As provided in this subsection, counties may adopt temporary moratoria on any county development approval required by law, except for the purpose of developing and adopting new or amended plans or ordinances as to residential uses. The duration of any moratorium shall be reasonable in light of the specific conditions that warrant imposition of the moratorium and may not exceed the period of time necessary to correct, modify, or resolve such conditions. Except in cases of imminent and substantial threat to public health or safety, before adopting an ordinance imposing a development moratorium with a duration of 60 days or any shorter period, the board of commissioners shall hold a public hearing and shall publish a notice of the hearing in a newspaper having general circulation in the area not less than seven days before the date set for the hearing. A development moratorium with a duration of 61 days or longer, and any extension of a moratorium so that the total duration is 61 days or longer, is subject to the notice and hearing requirements of G.S. 153A-323. Absent an imminent threat to public health or safety, a development moratorium adopted pursuant to this section shall not apply to any project for which a valid building permit issued pursuant to G.S. 153A-357 is outstanding, to any project for which a conditional use permit application or special use permit application has been accepted, to development set forth in a site-specific or phased development plan approved pursuant to G.S. 153A-344.1, to development for which substantial expenditures have already been made in good faith reliance on a prior valid administrative or quasi-judicial permit or approval, or to preliminary or final subdivision plats that have been accepted for review by the county prior to the call for public hearing to adopt the moratorium. Any preliminary subdivision plat accepted for review by the county prior to the call for public hearing, if subsequently approved, shall be allowed to proceed to final plat approval without being subject to the moratorium.

Any ordinance establishing a development moratorium must expressly include at the time of adoption each of the following:

(1) A clear statement of the problems or conditions necessitating the moratorium and what courses of action, alternative to a moratorium, were considered by the county and why those alternative courses of action were not deemed adequate.

(2) A clear statement of the development approvals subject to the moratorium and how a moratorium on those approvals will address the problems or conditions leading to imposition of the moratorium.

(3) An express date for termination of the moratorium and a statement setting forth why that duration is reasonably necessary to address the problems or conditions leading to imposition of the moratorium.

(4) A clear statement of the actions, and the schedule for those actions, proposed to be taken by the county during the duration of the moratorium to address the problems or conditions leading to imposition of the moratorium.

No moratorium may be subsequently renewed or extended for any additional period unless the city *[sic]* shall have taken all reasonable and feasible steps proposed to be taken by the county in its ordinance establishing the moratorium to address the problems or conditions leading to imposition of the moratorium and unless new facts and conditions warrant an extension. Any ordinance renewing or extending a development moratorium must expressly include, at the time of adoption, the findings set forth in subdivisions (1) through (4) of this subsection, including what new facts or conditions warrant the extension.

Any person aggrieved by the imposition of a moratorium on development approvals required by law may apply to the appropriate division of the General Court of Justice for an order enjoining the enforcement of the moratorium, and the court shall have jurisdiction to issue that order. Actions brought pursuant to this section shall be set down for immediate hearing, and subsequent proceedings in those actions shall be accorded priority by the trial and appellate courts. In any such action, the county shall have the burden of showing compliance with the procedural requirements of this subsection.



AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

FROM: Ken Wilson, Charters of Freedom

PRESENTER: Ken Wilson, Charters of Freedom

SUBJECT: Charters of Freedom Final Report

DATE: May 6, 2019 Regular Meeting

SUPPORTING INFORMATION:

A brief final report will be provided regarding the Charters of Freedom.

ATTACHMENTS:

Description

No Attachments Available

TOTAL COST:

COUNTY COST:

REQUEST:



AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

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

PRESENTER: County Commissioners

SUBJECT: Moratorium on Permit Applications for Solar Energy Systems

DATE: May 6, 2019 Regular Meeting

SUPPORTING INFORMATION:

During its regular meeting on Wednesday, March 20, 2019, the Halifax County Planning Board held a public hearing on the first draft of a proposed Solar Energy Development Ordinance. Following the public hearing and other discussion, it was determined by the Planning Board that further deliberation was needed before making a final recommendation to the Board of Commissioners regarding the proposed ordinance. Pending that action, the Planning Board recommends that the Board of Commissioners consider imposing a moratorium on the acceptance of any permit applications for solar energy systems pursuant to G.S. 153A-340(h). During this period, the Planning Board intends to complete its review of the proposed ordinance, and refer the proposal to the Board of Commissioners for action before the end of the moratorium period. Certain findings are required in order to justify the moratorium. They are detailed in the statute provided during the public hearing, G.S. 153A-340(h).

The proposed moratorium ordinance is attached to this agenda item. It can be modified as you may desire prior to adoption.

ATTACHMENTS:

Description

- ▯ Ordinance Moratorium Solar Energy Systems

TOTAL COST:n/a

COUNTY COST:n/a

REQUEST: Consider the adoption of an ordinance establishing a development moratorium on the acceptance of any permit applications for solar energy systems pursuant to G.S. 153A-340(h).

**AN ORDINANCE OF THE HALIFAX COUNTY BOARD OF COMMISSIONERS
IMPOSING A MORATORIUM ON THE ACCEPTANCE, PROCESSING OR
CONSIDERATION OF APPLICATIONS FOR SOLAR ENERGY SYSTEMS
PURSUANT TO G.S. 153A-340(h)**

The Halifax County Board of Commissioners, at its regularly scheduled May 6, 2019 meeting, and after due advertisement as by law required, conducted a public hearing and heard from the interested public and county officials for the purpose of gathering information and taking appropriate action within the confines of applicable law regarding imposition of a moratorium on the acceptance, processing or consideration of permit applications for solar energy systems.

For purposes of this ordinance, "solar energy system" means the land, components and subsystems required to convert solar energy into electric or thermal energy. The term includes, but is not limited to, solar photovoltaic (PV) systems, solar thermal systems, and solar hot water systems of any size.

After deliberation, the Board of Commissioners makes the following findings of fact, conclusions and legislative determination:

I. *STATEMENT OF THE PROBLEM NECESSITATING A MORATORIUM; THE COURSES OF ACTION ALTERNATIVE TO A MORATORIUM CONSIDERED AND THEIR INADEQUACY (per G.S. 153A-340(h)(1))*

Over the last several years, hundreds of acres of land in Halifax County have been converted to use for large solar energy systems. Halifax County has no land use, zoning or other ordinance regulating the use of land or buildings for solar energy systems. The only regulatory framework currently in place to deal with this proliferation of solar energy systems is the conditional use permit process set out in Article VII, Section 701.03 of the Halifax County Zoning Ordinance. The Halifax County Board of Adjustment has indicated that the routine conditional use permit (CUP) process is not sufficient to deal with all of the issues that arise in connection with solar energy systems, with particular regard to long-term issues such as continued enforcement and compliance with the conditions imposed under the CUP, and with regard to adequate assurances of prompt, safe and effective decommissioning of solar energy system sites at the end of their useful life, or if abandoned by the owner or operator of the site. In addition, the Halifax County Planning Board has recommended this moratorium to give them time to review, consider and recommend a draft solar energy system ordinance to the board of county commissioners.

II. *STATEMENT OF DEVELOPMENT APPROVAL SUBJECT TO THE MORATORIUM AND HOW SUCH MORATORIUM WILL ADDRESS THE EXISTING PROBLEMS ~ NCGS 153A-340(h)(2)*

Obviously the imposition of a moratorium on the acceptance, processing or consideration of solar energy system applications will prevent the approval of solar energy systems as an

acceptable use of land in the county during the period of the moratorium. The moratorium will address the existing problem by allowing the county sufficient time to develop a comprehensive regulatory scheme that will facilitate the construction, installation, and operation of solar energy systems in a manner that promotes economic development and ensures the protection of health, safety and welfare, while also avoiding adverse impacts to important areas such as agricultural lands, endangered species habitats, conservation lands, and other sensitive lands.

III. *DATE FOR TERMINATION AND THE REASONABLE NECESSITY FOR ITS LENGTH TO ADDRESS THE PROBLEMS GIVING RISE TO THE IMPOSITION OF A MORATORIUM ~ NCGS 153A-340(h)(3)*

Regulation of solar energy systems will likely require amendment of the Halifax County Zoning Ordinance. Therefore, time is required to review existing ordinances, draft proposed amendments, and process proposed amendments through relevant county boards or agencies. It is anticipated that a minimum of _____ days will be required to complete that process.

IV. *STATEMENT OF ACTIONS AND SCHEDULE FOR THOSE ACTIONS PROPOSED TO BE TAKEN DURING THE EXISTENCE OF A MORATORIUM REASONABLY NECESSARY TO ADDRESS THE PROBLEMS AND CONDITIONS LEADING TO THE IMPOSITION OF THE MORATORIUM ~ NCGS 153A-340(h)(4)*

During the existence of this moratorium the appropriate Halifax County staff shall:

1. Review the Halifax County Zoning Ordinance to determine amendments to the ordinance that are advisable to meet and preserve the goals stated herein consistent with the Halifax County Comprehensive Development Plan.
2. Present the proposed zoning ordinance amendments to the Halifax County Planning Board so that a public hearing may be held on the proposed amendments prior, with recommendations from the Planning Board to the Halifax County Board of Commissioners.
3. Present recommended zoning ordinance amendments to the Halifax County Board of Commissioners so that a public hearing may be held on the proposed amendments, with the purpose of adopting a comprehensive solar energy system ordinance before the expiration of this moratorium.

V. *IMPOSITION OF MORATORIUM*

NOW, THEREFORE, IT IS ORDAINED THAT THE BOARD OF COMMISSIONERS FOR HALIFAX COUNTY that after careful, deliberate and studied contemplation of the above does hereby implement and impose, effective from the date and time of the adoption of this ordinance, until the end of business on _____, 2019, a moratorium prohibiting the acceptance, processing or consideration by any county employee, or appointed or elected board any

application for use of land within the county for a solar energy system.

ADOPTED the 6th day of May, 2019, at _____ o'clock, a.m.

Vernon J. Bryant, Chairman
Halifax County Board of Commissioners

ATTEST:

Andrea H. Wiggins, Clerk to the Board

(COUNTY SEAL)



AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

FROM: Ian M. Bumgarner, Senior Management Analyst

PRESENTER: Ian M. Bumgarner, Senior Management Analyst

SUBJECT: Joseph Montfort Amphitheater Design Update

DATE: May 6, 2019 Regular Meeting

SUPPORTING INFORMATION:

The County entered into a contract with Skinner, Farlow, and Kirwan Architecture to complete construction documents and to receive cost estimates on the renovation of the Joseph Montfort Amphitheater.

Ms. Alicia Kirwan will be presenting the construction documents and answer any questions you have about the project.

ATTACHMENTS:

Description

No Attachments Available

TOTAL COST:

COUNTY COST:

REQUEST: Request the Board review and accept the information and thank the firm for its design work on the project.



AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

FROM: Tony Alston, Halifax County Schools

PRESENTER: Tony Alston, Halifax County Schools

SUBJECT: Halifax County Schools Lottery Funds Request

DATE: May 6, 2019 Regular Meeting

SUPPORTING INFORMATION:

Attached, please find the Halifax County Schools Lottery Funds Requests.

ATTACHMENTS:

Description

- ▢ Halifax County School District Lottery Funds Request

TOTAL COST:

COUNTY COST:

REQUEST: Approve the Halifax County Schools Lottery Funds Requests.



Office of the Superintendent

Dr. Eric L. Cunningham

Telephone: (252) 583-5111

Fax: (252) 583-1474

April 9, 2019

Mr. Tony Brown

County Manager

10 North King Street

Halifax, North Carolina 27839

Dear Mr. Brown,

Halifax County Schools is requesting board approval of a lottery fund application. This project will replace one of the chillers at William R. Davie STEM Academy. We are requesting approval in the amount of \$130,000.00 for the project. At this time Halifax County Schools has an unallocated balance of \$323,579.09.

This application was approved by the Halifax County School Board on April 1, 2019. Attached to this letter is the signed application form. Thank you for your continued support to the students, staff and administrators of Halifax County Schools. Mr. Anthony Alston, Director of School Operations will serve as my designee.

Sincerely,

Dr. Eric Cunningham

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

Approved: _____

Date: _____

County: Halifax

Contact Person: Tony Alston

LEA: 420

Title: Director of Operations

Address: 9525 Hwy 301 Halifax, NC 27839

Phone: 252-583-2831

Project Title: William R. Davie Chiller # 2 Replacement

Location: William R. Davie Middle STEM Academy 4391 Hwy 158 Roanoke Rapids NC 27870

Type of Facility: Public School

North Carolina General Statutes, Chapter 18C, provides that a portion of the proceeds of the North Carolina State Lottery Fund be transferred to the Public School Building Capital Fund in accordance with G.S. 115C-546.2. Further, G.S. 115C-546.2 (d) has been amended to include the following:

(3) No county shall have to provide matching funds...

(4) A county may use monies in this Fund to pay for school construction projects in local school administrative units and to retire indebtedness incurred for school construction projects.

(5) A county may not use monies in this Fund to pay for school technology needs.

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

Short description of Construction Project: Replace Chiller # 2

Estimated Costs:

Purchase of Land _____ \$ _____

Planning and Design Services _____

New Construction _____

Additions / Renovations _____ 130,000.00

Repair _____

Debt Payment / Bond Payment _____

TOTAL _____ \$ 130,000.00

Estimated Project Beginning Date: 6/1/2019 Est. Project Completion Date: 9/1/2019

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

The County Commissioners and the Board of Education do hereby jointly request approval of the above project, and request release of \$ 130,000.00 from the Public School Building Capital Fund (Lottery Distribution). We certify that the project herein described is within the parameters of G.S. 115C-546.

(Signature — Chair, County Commissioners)

Claude E. Cooper

(Signature — Chair, Board of Education)

(Date)

4/1/19

(Date)



AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

FROM: Bruce L. Robistow, Health Director

PRESENTER: Bruce L. Robistow, Health Director

SUBJECT: Annual Child Fatality Prevention Team (CFPT) Report

DATE: May 6, 2019 Regular Meeting

SUPPORTING INFORMATION:

1. The 2018 CFPT Annual Report is being submitted for informational purposes only as required by our State Child Health Contract Addenda.
2. This report contains data on cases reviewed by the Child Fatality Prevention Team in calendar year 2018 from child fatalities occurring in 2017. All of the fatalities reviewed were on children that resided in Halifax County.
3. There are no new member appointments required from the County Commissioners at this time.

ATTACHMENTS:

Description

- ▢ 2018 Annual Child Fatality Prevention Team Report Cover Letter
- ▢ 2018 Annual Child Fatality Prevention Team Report

TOTAL COST:\$0

COUNTY COST:\$0

REQUEST: Accept submission of annual report.



Halifax County Public Health System

Health Department • Home Health & Hospice • WIC

Environmental Health • Animal Control

Post Office Box 10

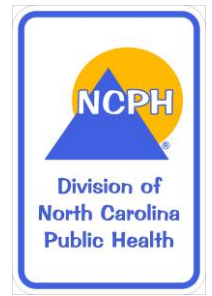
19 North Dobbs Street

Halifax, North Carolina, 27839

Phone: (252) 583-5021 Fax: (252) 583-2975

Mr. Bruce L. Robistow, FACHE, MPH

Health Director



MEMORANDUM

TO: Halifax County Board of County Commissioners

FROM: Bruce L. Robistow

Halifax County Child Fatality Prevention Team (CFPT)

SUBJECT: Local CFPT Annual Report

DATE: April 16, 2019

The North Carolina Statute, Article 14, 7B-1406 and the CFPT Agreement Addenda with local health departments requires Local Child Fatality Prevention Teams to advocate for system improvements and needed resources where gaps and deficiencies may exist and submit a report annually to their local county commissioners and boards of health.

The purpose of the local CFPTs are to:

- identify deficiencies in the delivery of services to children and families by public agencies;
- make and carry out recommendations for changes that will prevent future child deaths; and
- promote understanding of the causes of child deaths.

Attached is the Halifax County CFPT annual report for your review for calendar year 2018. Please feel free to contact me at 252-583-5021 ext. 6300 if you have any questions.

Attachment.

Halifax County Child Fatality Prevention Team Annual Report

I. Introduction

In 1993, the North Carolina General Assembly established a network of local Child Fatality Prevention Teams (CFPT's) across the state to confidentially review medical examiner reports, death certificates and other records of deceased residents under age 18. Each local team consists of representatives of public and nonpublic agencies in the community such as law enforcement, Guardian Ad Litem, health departments, among others, that provide services to children and their families.

The purpose of this report is to give a summary of the causes of death, the number of cases reviewed, recommendations for prevention, if any, that have been made and to share local team activities and accomplishments.

II. Role of the Halifax County Commissioners and Board of Health

- Receive annual reports which contain recommendations and advocate for system improvements and needed resources, if requested.
- Appoint members of the local team as identified by the membership.

III. Child Deaths by Cause, System Problems Identified, Recommendations for Prevention & Proposed Action

In 2018, the Halifax County CFPT reviewed 7 child deaths and identified 6 system problems and recommendations for future prevention efforts. Below are highlights:

Cause of Death	System Problem Identified	Recommendation	Proposed Action
Perinatal condition, extreme prematurity	Lack of early prenatal care	* Provide more awareness and education of the importance of early prenatal care. * 17-P injections to prevent pre-term labor for subsequent pregnancies	
	The need for Early School Nurse/Staff Intervention	Local school systems to identify gaps in services to students	CFPT School system representatives will alert school nurse/staff of importance of early intervention and ways to address.
Person injured in unspecified motor-vehicle accident, traffic	More public awareness needed for programs currently in place for childhood motor vehicle fatality prevention	Better advertising the promotion of County Permanent Child Passenger Safety Checking Stations and SafeKids	Health Department Health Director will collaborate with Halifax Regional Medical Center manager and hospital team to explore better methods of educating parents, before discharge, of safely securing infants and young children in car seats
Drowning and submersion while in natural water	*More education needed for swimming safety during the summer season	Provide education and awareness of swimming safety throughout the county.	Health Department Health Director coordinated with Public Health Media Team to promote swimming safety during the summer season by placing ad in the newspaper, on radio and social media sites.

	<p>*Lack of access to affordable swimming courses</p> <p>*The need for more locations offering swimming classes throughout the county</p>	Identify and promote all swimming locations available in the county and surrounding areas	Review Coordinator will research locations which offer swimming safety lessons and collaborate with the Public Health Media Team
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IV. Halifax County CFPT Activities and Accomplishments

- The annual CFPT Activity Summary was completed and sent by the date requested.
- Individual reports were completed on child deaths reviewed by the team and were forwarded to the State Coordinator.
- In an effort to promote safe sleep practices, members of CFPT collaborated with Babies Easy Safe Sleep Training (BESST) and Baby Love Plus Fatherhood Efforts Program to provide pack-n-plays to participating mothers and fathers/partners. BESST has also been offered to health department nursing and social work staff, as well as to nursing staff in local obstetrical offices.
- Continued to offer Back to Sleep education to parents during prenatal and pediatric visits.
- Positive Parenting Program (Triple P) training offered throughout County.
- Began Ready Set Baby, a program that offers prenatal breastfeeding education by the Child Health/WIC departments.
- New Child Passenger Safety Checking Station (Health Department) in which collaborates with UNC Research Center and SafeKids to assess car seat use by providing education on the proper use and installation.
- Halifax County Health Department offered free car seats through the Maternal Health Program.
- CFPT representatives attended the first CFPT Conference in 2018.

The Halifax County Board of Health approved the CFPT annual report on March 25, 2019.

V. Conclusion

Thank you to the members of the Halifax County Board of Health for the opportunity to share with you the successes and dedicated work of the local team as we continue to review child fatalities, make recommendations, and take actions to prevent future child deaths. Please feel free to contact me at 252-583-5021, respectively, should you have any questions about this report.


 Bruce L. Robistow, Health Director


 Tina L. Davis, Report Coordinator

March 26, 2018
 Date



AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

FROM: Bruce L. Robistow, Health Director

PRESENTER: Bruce L. Robistow, Health Director

SUBJECT: 2019 Community Health Needs Assessment Report

DATE: May 6, 2019 Regular Meeting

SUPPORTING INFORMATION:

1. The 2019 Community Health Needs Assessment is being submitted for informational purposes only.
2. This report is conducted once every four years. The Halifax County Health Department and Halifax Regional Medical Center collaborated with Health ENC to provide the community with a needs assessment. this report provides an overview of the methods and process used to identify and prioritize significant health needs in Halifax County.
3. The Halifax County Board of Health approved this report on February 25, 2019.

ATTACHMENTS:

Description

- ▢ 2019 Community Health Needs Assessment

TOTAL COST:

COUNTY COST:

REQUEST: Accept submission of the 2019 Community Health Needs Assessment.

Halifax County

Community Health Needs Assessment



February 25, 2019



Overview

- ▶ Assessments are required as part of the accreditation process (13 benchmarks)
- ▶ Outlines community's current health status
- ▶ Identify factors that affect the health of a population
- ▶ Determine the availability of resources
- ▶ Community Health Assessment Team
- ▶ Primary and Secondary Data Collected
 - ▶ 450 surveys analyzed/3 Focus Groups

Top Community Health Concerns

- Economy
- Physical Activity & Nutrition
- Obesity
- Maternal, Fetal & Infant Health
- Prevention & Safety
- Public Safety
- Substance Abuse
- Tobacco Use
- Transportation

Rating/Prioritizing Community Health Issues

- ▶ Criteria for Selecting Top 3 Health Priorities
 - ▶ Magnitude of the Problem
 - ▶ number of people with problem
 - ▶ Seriousness of the Consequences
 - ▶ take into account the economic, social, cultural, and political issues/barriers
 - ▶ Feasibility of Correcting
 - ▶ able to be carried out

Community Health Priorities **2018-2021**

- ▶ Obesity
- ▶ Physical Activity and Nutrition
- ▶ Maternal, Fetal and Infant Health
- ▶ Action plans created by September 2019

Location of Assessment

- ▶ Halifax County Health Department
- ▶ Halifax Regional Medical Center
- ▶ Library Sites
- ▶ Education
- ▶ Roanoke Valley Chamber of Commerce
- ▶ Halifax-Warren Smart Start
- ▶ Roanoke Rapids Parks and Recreation Department
- ▶ Halifax County Cooperative Extension Service
- ▶ Halifax County Government
 - ▶ <https://www.halifaxnc.com/DocumentCenter/Index/43>
- ▶ Halifax Regional
 - ▶ <https://halifaxregional.org/?s=community+health+assessment+>
- ▶ Get Fit Stay Fit Roanoke Valley Community Health Initiative
 - ▶ <https://getfitstayfitrv.com/>

Questions?

Laura Ellis

(252) 583-5021 ext 256

ellisl@halifaxnc.com



AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

FROM: Arthur Whitehead, Cooperative Extension Director

PRESENTER: Arthur Whitehead, Cooperative Extension Director

SUBJECT: Halifax Cooperative Extension Program Report to the Commissioners

DATE: May 6, 2019 Regular Meeting

SUPPORTING INFORMATION:

Halifax Cooperative Extension would like to present information concerning our program of work over the past year and the impacts we have had in Halifax county that help our citizens put research based information to use to help improve our county, our economy, our health and our youth.

ATTACHMENTS:

Description

No Attachments Available

TOTAL COST:0

COUNTY COST:0

REQUEST: To accept Cooperative Extension's Annual Report.



AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

FROM: Ian M. Bumgarner, Senior Management Analyst

PRESENTER: Ian M. Bumgarner, Senior Management Analyst

SUBJECT: 2019 Recreation Partners Program

DATE: May 6, 2019 Regular Meeting

SUPPORTING INFORMATION:

Attached you will find a list of organizations that applied for funding from the Board of Commissioners and the recommended organizations to receive funding from the Recreation Partners Program Committee.

The total amount recommended for funding is \$26,750 for 12 programs covering the whole county. We would like to carry forward money not spent this year to next year.

ATTACHMENTS:

Description

- ▢ Recreation Partners Program Summary Sheet 2019

TOTAL COST:\$35,000

COUNTY COST:\$26,750

REQUEST: Request the Board approve the funding of the organizations as recommended by the committee and carry forward any unused funds to next years grant program.

**Recreation Partners Program
2018
Summary of Proposals**

1. A Better Chance a Better Community – Halifax County

Program: Recreation US

Request: \$3,000

Funding Recommendation: \$3,000

Program Summary: Funding for recreational

2. Tiller Spectrum Connection Inc. – Tillery

Program: Summer Enrichment Camp

Request: \$2,000

Funding Recommendation: \$2,000

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

3. C.A.R.E. John 3:16 – Littleton

Program: Camp J316

Request: \$1,785.00

Funding Recommendation: \$2,000

Program Summary: Funding for outdoor recreation equipment.

4. Haliwa-Saponi Indian Tribe – Hollister

Program: Project SOTI

Request: \$2,000

Funding Recommendation: \$2,000

Program Summary: Funding for upgrading community recreation and fitness center

5. Scotland Neck Education and Recreation Foundation – Scotland Neck

Program: Tech Revive

Request: \$2,000

Funding Recommendation: \$2,000

Program Summary: Funding for a youth with better and newer technology.

6. Quankey Missionary Baptist Church – Roanoke Rapids

Program: Healthy Activities for Healthy Futures

Request: \$2,000

Funding Recommendation: \$2,000

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

7. Jack Rabbit Sports Complex – Enfield

Program: Youth Softball Program

Request: \$2,000

Funding Recommendation: \$2,000

Program Summary: Funding for summer softball league.

8. Together Transforming Lives Inc. – Enfield

Program: Camp TREATS

Request: \$2,000

Funding Recommendation: \$3,750

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

9. Boys and Girls Club of Northeastern NC – Roanoke Rapids

Program: Healthy Lifestyles

Request: \$2,000

Funding Recommendation: \$2,000

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

10. Lincoln Heights Community Center – Roanoke Rapids

Program: Taking a Safe Splash

Request: \$2,000

Funding Recommendation: \$2,000

Program Summary: Funding for swim classes for adults and children.

11. Lakeland Cultural Arts Center – Littleton

Program: Lakeland Theatre Young People's Workshop

Request: \$2,000

Funding Recommendation: \$2,000

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

12. Joy Community Development Corp. – Roanoke Rapids

Program: Community for Unity Festival

Request: \$2,000

Funding Recommendation: \$2,000

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

TOTAL FUNDS RECOMMENDED FOR APPROVAL: \$26,750

NOT FUNDED

1. The Friends of Historic Halifax – Halifax

Program: River Overlook and Magazine Spring Trail Improvements

Request: \$2,000

Funding Recommendation: \$0

Program Summary: Funding for trail improvements and Part-time employee

2. Halifax Civil Air Patrol – Halifax

Program: Cadet Program

Request: \$2,000

Funding Recommendation: \$0

Program Summary: Funding for civil air patrol cadet summer program.

3. ProjectLift Community Efforts – Weldon

Program: Summer Camp Program/ Lift Day

Request: \$2,000

Funding Recommendation: \$0

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

4. Scotland Neck Senior Center – Scotland Neck

Program: Outdoor Courts

Request: \$2,000

Funding Recommendation: \$0

Program Summary: Funding for recreational bocce and shuffleboard courts at the senior center.



AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

FROM: Marcelle O. Smith, Juvenile Crime Prevention Council Chairman

PRESENTER: Marcelle O. Smith, Juvenile Crime Prevention Council Chairman

SUBJECT: 2019 - 2020 Juvenile Crime Prevention Council Funding Plan

DATE: May 6, 2019 Regular Meeting

SUPPORTING INFORMATION:

Commissioner Smith will present the 2019 - 2020 Juvenile Crime Prevention Council Funding Plan.

ATTACHMENTS:

Description

- ▢ 2019 - 2020 Juvenile Crime Prevention Council Funding Plan

TOTAL COST:

COUNTY COST:

REQUEST: Approve the 2019 - 2020 Juvenile Crime Prevention Council Funding Plan.



North Carolina Department of Public Safety

Adult Correction and Juvenile Justice - District 6


Roy Cooper, Governor
Erik A. Hooks, Secretary

Reuben F. Young, Interim Chief Deputy Secretary
Sonynia Leonard, Chief Court Counselor

MEMORANDUM

DATE: April 26, 2019

TO: Andrea Wiggins, Clerk to the Board

FROM: Marcelle Smith, Halifax County JCPC Board Chair 

RE: Annual Funding Plan Presentation

I, on behalf of the Halifax County Juvenile Crime Prevention Council, am requesting an opportunity to present the 2019-2020 annual funding plan at the May 6, 2019 regular meeting of the County Commissioners.

I will not have the completed documents ready in time to be included in the agenda package due to the turnaround time needed for the funded programs to do budget revisions. I will bring the documents to the meeting on May 6, 2019 and forward you an electronic version as soon as it is available.

If there are any additional questions, feel free to contact me at 583-5371.



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: May 6, 2019 Regular Meeting

SUPPORTING INFORMATION:

Attached, please find the Board Appointments.

ATTACHMENTS:

Description

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

TOTAL COST:

COUNTY COST:

REQUEST: Approve the Board Appointments that require action.

BOARD APPOINTMENTS

- A. Roanoke Rapids Planning Board
- B. Weldon Board of Adjustment
- C. Board Vacancies Without Recommendations
- D. June 2019 Board Appointments

MEMORANDUM

TO: HALIFAX COUNTY COMMISSIONERS

FROM: ANDREA H. WIGGINS, CLERK TO THE BOARD

SUBJECT: ROANOKE RAPIDS PLANNING BOARD

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

Terry Campbell

- Receive nominations to waive the term limit and reappoint Terry Campbell

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



City of Roanoke Rapids

Office of the City Clerk - Traci V. Storey

P. O. Box 38 1040 Roanoke Avenue
Roanoke Rapids, N. C. 27870
(252) 533-2840 FAX: (252) 533-2809
email: tstorey@roanokerapidsnc.com

April 17, 2019

Ms. Andrea H. Wiggins
Clerk to the Board/Assistant to the County Manager
County of Halifax
Post Office Box 38
Halifax, North Carolina 27839

Dear Andrea:

In the Roanoke Rapids City Council meeting held April 16, 2019, Council voted to recommend to the County Commissioners the reappointment of **Terry Campbell** to the Roanoke Rapids Area Planning Board for another three year term ending June 1, 2022.

We still have two vacant ETJ seats for the Planning Board and Board of Adjustment. The City is currently searching for someone to fill these seats and I will let you when we do.

Thank you for your cooperation. Should you need further information, please do not hesitate to call me at 533-2840.

Sincerely,

Traci V. Storey, NCCMC
City Clerk

cc: Kelly Lasky, Planning & Development Director

MEMORANDUM

TO: HALIFAX COUNTY COMMISSIONERS

FROM: ANDREA H. WIGGINS, CLERK TO THE BOARD

SUBJECT: WELDON BOARD OF ADJUSTMENT

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

John Armstrong

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

- Receive nominations to reappoint John Armstrong

Weldon Board of Adjustment

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

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 six positions that are appointed by the Board of Commissioners that are vacant:

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

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

George Branch, Jr. and Doris Richardson

Continued

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

Christopher Mayo

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

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

Continued

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

Tillman Long and Robert Moore, Jr.

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

Five County Community Oper. Center Oversight Board

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 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 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>

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

Airport Authority

15	Vacant		Alternate Member		through 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 Pridgen (Vacant) <i>Scotland Neck</i>	Substance Abuse Professional <i>White Female</i>	2/1/2010 through 1/31/2012 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
7	Fred Draper (Vacant) <i>Roanoke Rapids</i>	Non-Profit or United Way Repres <i>White Male</i>	2/1/2011 through 1/31/2013 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
25	Ronna Graham (Vacant) <i>Halifax</i>	At-Large Member <i>White Female</i>	2/1/2013 through 1/31/2015 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
16	Linda Vaughan (Vacant) <i>Roanoke Rapids</i>	At-Large Member <i>White Female</i>	5/6/2013 through 1/31/2015 Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
10	Janyah Alston (Vacant) <i>Scotland Neck</i>	Representative under 18 years ol <i>Black Female</i>	3/10/2014 through 1/31/2016 Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
5	Niasia Anthony (Vacant) <i>Scotland Neck</i>	Representative under 18 years ol <i>Black Female</i>	2/1/2014 through 1/31/2016 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
1	Bettina Flood (Vacant) <i>Halifax</i>	Juvenile Defense Attorney <i>Black Female</i>	2/1/2014 through 1/31/2016 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
26	Levi Scott (Vacant) <i>Enfield</i>	Business Community Member <i>Black Male</i>	8/3/2015 through 1/31/2016 Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
12	Clarette Glenn (Vacant) <i>Henderson</i>	Mental Health Representative <i>Black Female</i>	2/1/2017 through 1/31/2019 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
3	Ellen Burnette <i>Roanoke Rapids</i>	At-Large Member <i>White Female</i>	2/1/2018 through 1/31/2020 Term Number: 6	Appointed by: Halifax County Commissioners Eligible for reappointment? No
6	Anzell Harris <i>Halifax</i>	Halifax Sheriff Office <i>Black Male</i>	2/1/2018 through 1/31/2020 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
8	Joe Long <i>Halifax</i>	Parks & Recreation Representati <i>White Male</i>	2/1/2018 through 1/31/2020 Term Number: 11	Appointed by: Halifax County Commissioners Eligible for reappointment? No
4	Joseph Sandoval <i>Weldon</i>	Faith Community Representative <i>White Male</i>	2/1/2018 through 1/31/2020 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
14	Valerie Asbell <i>Halifax</i>	District Attorney <i>White Female</i>	2/1/2019 through 1/31/2021 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
20	Brenda Branch <i>Roanoke Rapids</i>	District Court Judge <i>Black Female</i>	2/1/2019 through 1/31/2021 Term Number: 6	Appointed by: Halifax County Commissioners Eligible for reappointment? No
13	Tony N. Brown <i>Halifax</i>	County Manager <i>Black Male</i>	2/1/2019 through 1/31/2021 Term Number: 6	Appointed by: Halifax County Commissioners Eligible for reappointment? 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 Littleton	Johnson	Ex-Officio Black Female		through Term Number:	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
3	Delores Enfield	McGriff (vacant)	Member Other Female	9/3/2013	through 6/30/2014 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
1	Nannie Hollister	Lynch (vacant)	Member Black Female	7/1/2012	through 6/30/2015 Term Number: 4	Appointed by: Halifax County Commissioners Eligible for reappointment? No
7	Hattie Roanoke Rapids	Squire (Vacant)	Member Black Female	7/1/2012	through 6/30/2015 Term Number: 4	Appointed by: Halifax County Commissioners Eligible for reappointment? No
6	Prudence Littleton	Boseman	Member White Female	2/1/2016	through 6/30/2018 Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
2	Clarence Scotland Neck	Pender	Member Black Male	7/1/2017	through 6/30/2020 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
4	Isabelle Scotland Neck	Pender	Member Black Female	7/1/2017	through 6/30/2020 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes

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: Halifax County Commissioners</i> <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: Halifax County Commissioners</i> <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: Halifax County Commissioners</i> <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: Halifax County Commissioners</i> <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>

MEMORANDUM

TO: HALIFAX COUNTY COMMISSIONERS

FROM: ANDREA H. WIGGINS, CLERK TO THE BOARD

SUBJECT: JUNE 2019 BOARD APPOINTMENTS

For Information Only – No Action Required

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

According to our records, the Adult Care Home Advisory Committee has two members that are appointed by the Board of Commissioners with terms that will expire on June 30, 2019:

Fred Brown and Alberta Greene

According to our records, the Alcoholic Beverage Control has one member that is appointed by the Board of Commissioners with a term that will expire on June 30, 2019:

Robert Shields

According to our records, the Economic Development Board has three members that are appointed by the Board of Commissioners with terms that will expire on June 30, 2019:

Danny Hinnant, Jeff Peedin, and Portia Shields

According to our records, the EMS Advisory Committee has three members that are appointed by the Board of Commissioners with terms that will expire on June 30, 2019:

Janice Hales, Terry Newsom, and Sandra Showalter

According to our records, the Five County Community Operations Center Oversight Board has one member that is appointed by the Board of Commissioners with a term that will expire on June 30, 2019:

Regina Dickens

Continued

According to our records, the Halifax Community College Board of Trustees has one member that is appointed by the Board of Commissioners with a term that will expire on June 30, 2019:

Michael Mills

According to our records, the Halifax County Council on Aging has seven members that are appointed by the Board of Commissioners with terms that will expire on June 30, 2019:

**Belinda Belfield, Jennifer Cooper, Katherine Lee, Tillman Long, William Mueller,
Sandra Rosser, and Gladys Walden**

According to our records, the Jury Commission has one member that is appointed by the Board of Commissioners with a term that will expire on June 30, 2019:

Annette Liles

According to our records, the Library Board has three members that are appointed by the Board of Commissioners with terms that will expire on June 30, 2019:

Margaret Phillips, Marie Robinson, and Judy Whitaker

According to our records, the Social Services Board has one member that is appointed by the Board of Commissioners with a term that will expire on June 30, 2019:

J. Rives Manning, Jr.

According to our records, the Upper Coastal Plain Workforce Development Board has five members that are appointed by the Board of Commissioners with terms that will expire on June 30, 2019:

Kelly Barber, Crystal Lyons, Charles McElheney, Clarence Pender, and Cathy Scott

Adult Care Home Advisory Committee

3	Fred Brown <i>Roanoke Rapids</i>	Member <i>Black Male</i>	7/1/2016 through 6/30/2019 Term Number: 6	Appointed by: Halifax County Commissioners Eligible for reappointment? No
2	Alberta Greene <i>Weldon</i>	Member <i>Black Female</i>	7/1/2016 through 6/30/2019 Term Number: 6	Appointed by: Halifax County Commissioners Eligible for reappointment? No
1	Hattie Staton <i>Scotland Neck</i>	Member <i>Black Female</i>	7/1/2017 through 6/30/2020 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
5	Prudence Boseman <i>Littleton</i>	Member <i>White Female</i>	7/1/2018 through 6/30/2021 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
4	Ozie Ruffin <i>Weldon</i>	Member <i>Black Female</i>	7/1/2018 through 6/30/2021 Term Number: 6	Appointed by: Halifax County Commissioners Eligible for reappointment? No

Alcoholic Beverage Control

1	Robert Shields <i>Scotland Neck</i>	Chair <i>Black Male</i>	7/1/2016 through 6/30/2019 <i>Term Number: 8</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
2	Tyrone Williams <i>Enfield</i>	Member <i>Black Male</i>	4/1/2019 through 6/30/2020 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
3	Johnny Draper, Jr. <i>Weldon</i>	Member <i>White Male</i>	7/1/2018 through 6/30/2021 <i>Term Number: 8</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
4	Helen Bush <i>Roanoke Rapids</i>	Member <i>White Female</i>	4/1/2019 through 6/30/2022 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
5	James Eatman <i>Roanoke Rapids</i>	Member <i>White Male</i>	4/1/2019 through 6/30/2022 <i>Term Number: 0</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>

Economic Development Board

8	Danny <i>Halifax</i>	Hinnant	Halifax <i>White Male</i>	7/1/2016 through 6/30/2019 <i>Term Number: 2</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>
1	Jeff <i>Littleton</i>	Peedin	Littleton <i>White Male</i>	7/1/2016 through 6/30/2019 <i>Term Number: 2</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? No</i>
7	Portia <i>Scotland Neck</i>	Shields	Scotland Neck <i>Black Female</i>	3/12/2018 through 6/30/2019 <i>Term Number: 0</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>
3	Ronnie <i>Enfield</i>	Locke	Enfield <i>White Male</i>	7/1/2017 through 6/30/2020 <i>Term Number: 3</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? No</i>
9	Samuel <i>Littleton</i>	Robinson, Jr.	At-Large Member <i>Black Male</i>	7/1/2017 through 6/30/2020 <i>Term Number: 3</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? No</i>
2	Benjamin <i>Roanoke Rapids</i>	Sledge	At-Large Member <i>Black Male</i>	7/1/2017 through 6/30/2020 <i>Term Number: 3</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? No</i>
10	Hugh <i>Roanoke Rapids</i>	Bazemore	At-Large Member <i>White Male</i>	7/1/2018 through 6/30/2021 <i>Term Number: 4</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? No</i>
5	Johnny <i>Weldon</i>	Draper, Jr.	Weldon <i>White Male</i>	7/1/2018 through 6/30/2021 <i>Term Number: 2</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>
6	Daniel <i>Roanoke Rapids</i>	Fouts, Jr.	Roanoke Rapids <i>White Male</i>	7/1/2018 through 6/30/2021 <i>Term Number: 1</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>
4	J. Rives <i>Roanoke Rapids</i>	Manning, Jr.	County Commissioner <i>White Male</i>	7/1/2018 through 6/30/2021 <i>Term Number: 4</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? No</i>
11	Robert <i>Hobgood</i>	Sykes	Hobgood <i>White Male</i>	7/1/2018 through 6/30/2021 <i>Term Number: 1</i>	Appointed by: Halifax County Commissioners <i>Eligible for reappointment? Yes</i>

EMS Advisory Committee

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

Five County Community Oper. Center Oversight Board

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>
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>
3	Marcelle Smith <i>Scotland Neck</i>	County Commissioner <i>Black Male</i>	7/1/2018 through 6/30/2021 <i>Term Number: 3</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>

Halifax Community College Board of Trustees

6	Donna Clements Roanoke Rapids	Member White Female	8/19/2013 through 6/30/2017 Term Number: 0	Appointed by: Governor Eligible for reappointment? Yes
3	John Smith Scotland Neck	Member Black Male	8/15/2013 through 6/30/2017 Term Number: 0	Appointed by: Boards of Education Eligible for reappointment? Yes
2	Bettie Cofield Weldon	Member Black Female	7/1/2014 through 6/30/2018 Term Number: 2	Appointed by: Weldon City Board of Education Eligible for reappointment? No
4	Sammy Webb Roanoke Rapids	Member Black Male	7/1/2014 through 6/30/2018 Term Number: 1	Appointed by: Governor Eligible for reappointment? Yes
7	J. Deans Eatman Roanoke Rapids	Member White Male	7/1/2015 through 6/30/2019 Term Number: 1	Appointed by: RRGSD Board of Education Eligible for reappointment? Yes
9	Michael Mills Hollister	Member Indian Male	3/6/2017 through 6/30/2019 Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
1	Bryon Waters Littleton	Member White Male	12/5/2016 through 6/30/2019 Term Number: 0	Appointed by: Governor Eligible for reappointment? Yes
10	Michael G. Felt Roanoke Rapids	Member White Male	7/1/2016 through 6/30/2020 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
8	Robert Partin Scotland Neck	Member White Male	7/1/2016 through 6/30/2020 Term Number: 1	Appointed by: Governor Eligible for reappointment? Yes
5	Ruel Solomon Enfield	Member Black Male	7/1/2016 through 6/30/2020 Term Number: 2	Appointed by: Halifax County Board of Education Eligible for reappointment? Yes
11	Marie Robinson Littleton	Member Black Female	7/1/2017 through 6/30/2021 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
12	Robin Lancaster Roanoke Rapids	Member White Male	7/1/2018 through 6/30/2022 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes

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
1	William Roanoke Rapids	Mueller	Member <i>Black Male</i>	3/11/2019	through 6/30/2019 Term Number: 0	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
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 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 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 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 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 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

Jury Commission

1	Linda Brewer <i>Roanoke Rapids</i>	Member <i>White Female</i>	7/1/2015 through 6/30/2017 Term Number: 1	Appointed by: Superior Court Judge Eligible for reappointment? Yes
2	Faye Jones <i>Roanoke Rapids</i>	Member <i>White Female</i>	7/1/2015 through 6/30/2017 Term Number: 1	Appointed by: Clerk of Court Eligible for reappointment? Yes
3	Annette Liles <i>Hollister</i>	Member <i>Indian Female</i>	7/1/2017 through 6/30/2019 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes

Library Board

2	Margaret Phillips <i>Halifax</i>	Member <i>White Female</i>	7/1/2016 through 6/30/2019 <i>Term Number: 4</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
1	Marie Robinson <i>Littleton</i>	Member <i>Black 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>
8	Judy Whitaker <i>Enfield</i>	Enfield Library Branch <i>Black 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>
3	Betty Freuler <i>Littleton</i>	Littleton Library Branch <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	Delores Harvey-Amason <i>Halifax</i>	Member <i>Black 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>
6	Robert Alexander <i>Scotland Neck</i>	Scotland Neck Library Branch <i>White Male</i>	7/1/2018 through 6/30/2021 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
7	Tessie Hofmann-Brady <i>Weldon</i>	Weldon Library Branch <i>White Female</i>	7/1/2018 through 6/30/2021 <i>Term Number: 4</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>
5	C. K. Wilson <i>Roanoke Rapids</i>	Member <i>White Male</i>	7/1/2018 through 6/30/2021 <i>Term Number: 5</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? No</i>

Social Services Board

2	Mary Enfield	Keeter	Member White Female	7/1/2016 through 6/30/2019 Term Number: 1	Appointed by: NC Social Services Commission Eligible for reappointment? Yes
1	J. Rives Roanoke Rapids	Manning, Jr.	Member White Male	7/1/2016 through 6/30/2019 Term Number: 5	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
4	Elease Enfield	Frederick	Member Black Female	9/5/2017 through 6/30/2020 Term Number: 0	Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
3	Mary Enfield	Mebane	Member Black Female	7/1/2017 through 6/30/2020 Term Number: 1	Appointed by: NC Social Services Commission Eligible for reappointment? Yes
5	Benjamin Enfield	Sledge	Member Black Male	7/1/2018 through 6/30/2021 Term Number: 2	Appointed by: DSS Board Eligible for reappointment? No

Upper Coastal Plain Workforce Development Board

5	Kelly Barber <i>Roanoke Rapids</i>	Private Sector Member <i>White Female</i>	7/1/2017 through 6/30/2019 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
2	Crystal Lyons <i>Rocky Mount</i>	Private Sector Member <i>Black Female</i>	7/1/2017 through 6/30/2019 <i>Term Number: 1</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
4	Charles McElheney <i>Roanoke Rapids</i>	Private Sector Member <i>White Male</i>	7/1/2017 through 6/30/2019 <i>Term Number: 11</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
1	Clarence Pender <i>Scotland Neck</i>	Private Sector Member <i>Black Male</i>	7/1/2017 through 6/30/2019 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>
3	Cathy Scott <i>Roanoke Rapids</i>	Public Sector <i>White Female</i>	7/1/2017 through 6/30/2019 <i>Term Number: 2</i>	<i>Appointed by: Halifax County Commissioners</i> <i>Eligible for reappointment? Yes</i>



AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

FROM: Tony N. Brown, County Manager

PRESENTER: Tony N. Brown, County Manager

SUBJECT: NCEast Alliance Funding Request

DATE: May 6, 2019 Regular Meeting

SUPPORTING INFORMATION:

Attached, please find a letter of request from the NCEast Alliance for your review.

ATTACHMENTS:

Description

- ▢ NCEast Alliance Funding Request

TOTAL COST:

COUNTY COST:

REQUEST: Consider the NCEast Alliance Funding Request



NCEastAlliance

1020 Red Banks Road, Suite 150, Greenville, NC 27858
Phone: (252) 689-6496 | Fax: (252) 689-6498
www.nceast.org | info@nceast.org

Halifax County
Tony Brown
P.O. Box 38
Halifax, NC 27839

RECEIVED

MAR 28 2019

**HALIFAX COUNTY
MANAGER'S OFFICE**

Re: Participation in regional recruitment efforts

Dear Mr. Brown:

In 2013, the NC Legislature stopped funding the seven (7) regional economic development partnerships. Consequently, with our remaining funds, the NC Northeast Partnership started paying your participation for industrial recruiting and other activities with NC EAST as follows:

2014 – 2015 Paid NC East \$.30 / capita
2015 - 2016 Paid NC East \$.30 / capita
2016 - 2017 Paid NC East \$.30 / capita
2017 - 2018 Paid NC East \$.30 / capita
2018 – 2019 Paid NC East \$.30 / capita

The NCEast Alliance used these funds to undertake comprehensive marketing of the region including the generation and distribution of news articles about our region, communities and companies as well as using social media to spread positive news about the region. Additionally, we have marketed our communities via direct contact with companies, attendance at trade shows where we have set up one-to-one meetings, as well as regular communication with consultants, industrial realtors and other.

Unfortunately, our money will be depleted on June 30, 2019. We are requesting that you consider continued funding to support your county's participation in the NC East Alliance beginning July 1, 2019.

Since July 2015, NC East has generated 82 company visits and these companies visited 286 counties.

Each year, we identify 60-80 companies interested in an East Coast location. From that list of prospects, our goal is to generate at least 1 company visit to the region each month. From July 1, 2015, NC East has averaged generating almost 2 company visits per month to our NC East Counties.

We are specifically asking your county to consider budgeting \$.30 / capita to continue your participation in our regional marketing and recruiting efforts.

Vann Rogerson and/or I will be glad to meet with your county team to discuss this matter in person.

Thank you for your interest in continuing our partnership to make a difference in northeaster North Carolina.

Sincerely,

John D. Chaffee
President & CEO

cc: Cathy Scott



Client Status Report

FY 2015-2016

97 Total Active New Clients

15 Visits

FY 2016-2017

84 Total Active Clients

24 Visits

1 Announcement

- *Project Harness – U.S. Wire*

FY 2017-2018

88 Total Active Clients

23 Visits

1 Announcement

- *Project Jerky - Stromberg Foods*

FY 2018-2019 *(As of February 28, 2019)*

57 Total Active Clients

15 Visits

2 Announcements

- *Project Bat - MegaPulse*

- *Project Pete – Caldwell Marine Designs / Sea Cat Boats*



AGENDA
Halifax County Board of Commissioners
Regular Meeting

TO: Halifax County Board of Commissioners

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

PRESENTER: County Commissioners

SUBJECT: Approval of Closed Session Minutes

DATE: May 6, 2019 Regular Meeting

SUPPORTING INFORMATION:

The draft minutes of the March 11, 2019 and April 1, 2019 Closed Session Meetings have been previously provided for your review. A copy of these minutes will also be provided during the meeting for your approval.

ATTACHMENTS:

Description

No Attachments Available

TOTAL COST:

COUNTY COST:

REQUEST: Approve the minutes of the Closed Session Meetings.