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 June 3, 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

Invocation and Pledge of Allegiance

Adoption of the Agenda

Conflict of Interest

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**

- Approval of Minutes A.
- Β. **Budget Amendments**
- C. Property Tax Refunds and Releases - May 2019
- D. Branch Banking and Trust Co. Designations Resolutions
- E. Authorization to Prepare Budget Amendments to Prevent Deficit Spending
- F. Authorization for Continuation of Current Bank Accounts
- G. Town of Weldon Fireworks Display
- Η. Town of Halifax Fireworks Display
- I. Town of Hobgood Fireworks Display
- J. **Operation Restart Discretionary Funds Award**
- Κ. Gregory B. Davis Foundation Donation

2. **Special Recognitions**

- Retirement Resolution Peggy G. Harding, Department of Social A. Services
- Β. Retirement Resolution - Brenda R. Mason, Department of Social

Chairman Vernon J. Bryant

Chairman Vernon J. Bryant

County Commissioners

County Commissioners

County Commissioners

	C.	Services Retirement Resolution - Lisa P. Dickens, Public Health System	County Commissioners
3.		lic Comment Period N. C. G. S. 153A - 52.1	·····, ······
	A.	Public Comment Period	
4.		lic Hearings	
	А. В.	Halifax County Solar Energy Systems Ordinance Halifax County FY 2019-2020 Budget	Chris Rountree, Planning Director Tony N. Brown, County Manager
5.	Age	nda Item	
	A.	Nash Brick Co. Refund Request	C. Shane Lynch, Tax Asssessor
6.	Acti	on on Public Hearing	
	A.	Halifax County Solar Energy Systems Ordinance	County Commissioners
7.	Age	nda Items	
	A.	Request for Acceptance of Bulletproof Vest Partnership Grant Funds	Sheriff S. Wes Tripp, Sheriff's Office
	В.	Architect Selection - 911 and Regional Back-up Center	Dia H. Denton, Deputy County Manager
8.	Boa	rd Appointments	
	A.	Board Appointments	County Commissioners
9.	Eco	nomic Development Report	
10.	Cou	inty Manager's Report	
	А. В.	Halifax County ABC Board Travel Policy Retirement Resolution - Mary R. Snead, Tax Department	
11.	Cou	unty Attorney's Report	
12.	Oth	er Business	County Commissioners
	А. В.	Resolution Honoring Halifax County Centenarian Ruth Hilliard Evangelistic Church of Deliverance 50th Church Anniversary	Vernon J. Bryant, Chairman Vernon J. Bryant, Chairman
13.	Clos	sed Session	County Commissioners
14.	Adj	ourn until the June 17, 2019 at 9:30 A. M.	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: June 3, 2019 Regular Meeting

SUPPORTING INFORMATION:

Attached, please find draft minutes for your review.

ATTACHMENTS:

Description

April 16, 2019 Regular Meeting

TOTAL COST:

COUNTY COST:

REQUEST: Approve the draft minutes.

MINUTES HALIFAX COUNTY BOARD OF COMMISSIONERS REGULAR MEETING APRIL 16, 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 16, 2019, at 5:30 P. M. in the Historic Courthouse, Halifax, North Carolina.

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

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

Call to Order

Chairman Bryant called the meeting to order.

Invocation and Pledge of Allegiance

After a moment of silence was held in memory of Carol H. Cowen, City of Roanoke Rapids, District 2 Councilmember, Commissioner Qualls provided the invocation and the Pledge of Allegiance was then recited.

Adoption of the Agenda

Tony N. Brown, County Manager, requested that item 2B. FY 2019-2020 Budget Discussions be amended to 2B. Home Health and Hospice of Halifax Update and that all other items be listed subsequently.

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

Conflict of Interest

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

1. Agenda Items

A. Halifax County Public Library Quiz Bowl Awards

Ginny Orvedahl, Library Director, thanked the Board for its support of the Halifax County Public Library Quiz Bowl. Five schools participated in the Quiz Bowl and the awards were as follows: First Place Halifax Academy \$450, Second Place KIPP Pride High School \$250, Third Place Roanoke Rapids High School \$125, Fourth Place Roanoke Valley Early College \$100 and Fifth Place Northampton County High School \$75. It was requested that Chairman Bryant present awards to the representatives of the two schools that were present at the meeting.

Chairman Bryant presented awards to representatives from Halifax Academy and Roanoke Rapids High School.

B. Halifax County Schools Calendar Flexibility Resolution

Dr. Eric L. Cunningham, Halifax County Schools Superintendent, addressed the Board stating that on April 1, 2019, the Halifax County Schools Board of Education adopted a resolution entitled "Halifax County Schools Resolution Supporting Local Control of School Calendars" for the adoption of local legislation that would provide the board of education with local control of its school calendars. It was requested that the Commissioners adopt a resolution in support of the efforts by the Halifax County Schools Board of Education to obtain local control of their school calendars, which is attached to these minutes as Attachment A. The resolution also endorsed and supported the adoption of the proposed local legislation to amend N. C. G. S. 115C-84.2(d) by allowing the Halifax County Schools under their supervision.

Commissioner Qualls moved to adopt the resolution in support of efforts by the Halifax County Schools Board of Education to obtain local control of school calendars. Commissioner Manning seconded the motion, which passed unanimously by voice vote.

2. <u>FY 2019-2020 Budget Discussions</u>

A. Enfield Fire Department, Inc., Six Mile Fire Tax District

Ronnie Locke, Chief of Operations, and William Crickmore, Captain and Training Officer, Enfield Fire Department, Inc., addressed the Board regarding the six-mile fire tax district. Mr. Locke requested that the Board approve a fire tax increase in the six-mile fire tax district served by the Enfield Fire Department, Inc., from the current rate of 6.9¢ per \$100 to a 2¢ per \$100 fire tax increase beginning FY 2019-2020. The 8.9¢ per \$100 increase was being requested in order to provide the following: 1. Provide two on-duty personnel to service the citizens and community in regards to fire and EMS first responder incidents. 2. Improve the insurance rating of the fire district. 3. Provide on-duty personnel to maintain the facility and equipment.

M. Glynn Rollins, Jr., County Attorney, addressed the Board stating that in accordance with the July 1, 2014 agreement between the Enfield Fire Department, Inc., and the County, it was acknowledged that the Fire Department also provided fire protection services within the municipal corporate limits of the Town of Enfield. It was also acknowledged that the rural fire district taxes levied by the County could not be used to provide or support fire protection services within the municipal corporate limits of the Town of Enfield. Therefore, on or before June 30 of each year, the Fire Department would report to the County the full amount of all appropriations or other financial support received from the Town of Enfield during the previous twelve-month period, as well as the amount of support expected to be received from the Town of Enfield in the upcoming fiscal year. It was understood that the purpose of this information would be to ensure that rural fire district tax revenues were not being used to supplant revenues that should be received from the Town of Enfield for fire protection within the town's municipal corporate limits.

After a brief discussion was held, it was the consensus of the Board that this matter be deferred until the April 29, 2019 Regular Meeting to provide an opportunity for Mr. Locke and the County staff to gather all pertinent funding information for the Board's consideration.

B. Home Health and Hospice of Halifax Update

Bruce L. Robistow, Health Director, addressed the Board and provided a brief update regarding Home Health and Hospice of Halifax. He reviewed the revenues versus expenses for FY 2018-2019 Home Health and Hospice and FY 2018-2019 Hospice Monthly Comparison. He further reviewed the FY 2018-2019 Home Health Financial Report and FY 2018-2019 Hospice Financial Report. An update was provided regarding the FY 2018-2019 Action Plan that showed some progress regarding staffing issues, improve quality performance and ensure case mix weight was an accurate picture of patients, improve marketing, monitoring reports, improve billing, increase the number of contracts in place that support Home Health and Hospice services and whenever possible cover cost. He provided the year-end reconciliation for FY 2017-2018 Home Health and Hospice as follows: Expenditures \$1,455,446 and Revenues \$1,317,257 resulted in a deficit in the amount of \$138,189. This resulted in Fund Balance being budgeted for FY 2018-2019 in the amount of \$277,301 which left a subtotal deficit in the amount of \$415,490. The decrease expenses in FY 2018-2019 was in the amount of -\$254,995. The amount needed to closeout FY 2017-2018 was in the amount of \$160,495. It was noted that the \$277,301 budgeted in FY 2017-2018 was due to a lack of revenues. He further reviewed the year-end reconciliation for FY 2018-2019 as follows: Projected Expenditures \$1,288,540;

Projected Revenues \$1,143,431; and County Revenues \$300,000 resulted in a deficit in the amount of \$145,109. The FY 2019-2020 decrease in expenses was \$-25,600 which resulted in the amount of \$119,509 needed to closeout FY 2018-2019. It was noted that the FY 2018-2019 expenditures and revenues were projected for April-June 2019. He advised that this report was provided to the Health Board during its April 15, 2019 Meeting and the Board recommended proceeding forward with the action plan. It was requested that the Commissioners acknowledge the receipt of the year-end reconciliation budget reports for FY 2017-2018 and FY 2018-2019 for Home Health and Hospice.

Tony N. Brown, County Manager, reported that at the end of each budget year, the Board authorizes the Finance Director to conduct a year-end closeout that consist of moving year-end funds from County departments to address budget shortfalls in other departments. He advised that by acknowledging the year-end reconciliation budget reports presented by Mr. Robistow, the Board was essentially authorizing the Finance Director to move funds from other departments at the end of the year to reduce the shortfalls in the Health Department, which would have been returned to Fund Balance. He further advised that the appropriation in the amount of \$300,000 for the FY 2019-2020 Home Health and Hospice Budget, approved during the January 22, 2019 Regular Meeting, would not cover the projected shortfall as originally expected.

C. FY 2019-2020 Budget Discussions

Dia H. Denton, Deputy County Manager, addressed the Board and provided a brief report regarding the Halifax County School Units Estimates for FY 2019-2020, which included the current expenses for revenue estimates as follows: Local Current Expense Appropriation \$5,352,231; ABC Profits Estimate \$85,000; Fines and Forfeitures Estimate \$175,000; Total Current Expense Appropriations \$5,612,231; Budget Requests \$6,193,941 for a difference in the total amount of (\$581,710). She stated that the student per capita was 7,390 based on the total student population including charter school population estimates. She reviewed the Capital Outlay as follows: Capital Outlay Appropriation \$755,830; Capital Outlay Article 44 \$600,000; Total Capital Outlay Appropriations \$1,355,830; Budget Requests \$5,145,200 for a difference in the amount of (\$3,789,370); Enfield School Debt Service \$1,047,857; Manning Elementary School Debt Service \$1,646,196; Roanoke Rapids Graded School District-QSCB Debt Service to be deducted from capital outlay totaled \$107,857; Weldon City Schools-QSCB Debt Service to be deducted from capital outlay totaled \$58,077; and Roanoke Rapids Graded School District-QZAB Debt Service to be deducted from capital outlay totaled \$89,500 for a total debt service in the amount of \$2,949,487. She further stated that the current expense per capita for FY 2019-2020 was in the amount of \$735.76.

Mary W. Duncan, Finance Director, addressed the Board and reviewed the History of Fund Balance for the years 2011-2018. She reported that the total Fund Balance as of June 30, 2018 was in the amount of \$31,843,736 or 52.10% and the Unassigned Fund Balance was in the amount of \$4,253,587 or 6.96%.

She stated that the General Fund Balance as of June 30, 2018 was in the amount of \$31,843,736; Nonspendable, Prepaid, and Inventory Items \$372,305; Restricted: Stabilization by State Statute \$10,945,997; Public Safety \$1,519,789; Debt Service \$2,316,768; Human

Services \$10,281,047; and Tax Reassessment \$599,639. Assigned, used in subsequent fiscal year, \$1,554,604; Total Unassigned Fund Balance \$4,253,587, 6.96%. Total Expenditures Fiscal Year Ending June 30, 2018 was in the amount of \$61,122,891. The Board of Commissioners Designated Reserve, based on prior year expenditures ensures cash flow from July through October and allows for disaster expense as follows: 22% \$13,447,036; 18% \$11,002,120; and 8% \$4,889,831. The total Unassigned Fund Balance \$4,253,587, 6.96%. Expenditures: Carry Forwards \$1,276,673; Adjust Budget Resource Officer Contract (\$64,931); Appropriate budget final phase VoIP telephone \$100,000; Transfer funds to General Fund to closeout Klausner Lumber Two Project (\$92,836.79); Appropriate budget employee bonuses \$61,200.76; Appropriate budget for Jail expenses approved \$340,000; Appropriate budget for County's share Bulletproof Vest Grant approved \$8,523.12; Appropriate budget Jail inmates in other jails exceeded budget \$175,000; Transfer General Fund Department of Social Services Cash (\$3,000,000); Klausner Closeout from Rail (\$200,000); Appropriate budget for E911 Regional Center \$3,630,154; Home Health FY 2020 \$300,000; JBB Packaging Rail \$600,000 and Home Health FY 2019 Shortfall \$120,000; total expenditures in the amount of \$3,253,783. The estimated Unassigned Fund Balance was in the amount of \$999,804, 1.6%.

Ms. Duncan reviewed the requested FY 2020 Fire Department Rates as follows: Arcola 0.0677; Darlington 0.0890; Davie 0.0945; Halifax 0.0728; Hobgood 0.0685; Littleton 0.0534; Rheasville 0.0705; Scotland Neck 0.0690; Tillery 0.0475; and Weldon 0.0845. The Enfield Fire Department rate was 0.0690 and requested an increase to 0.0900. The FY 2020 Fire Department Allocations for each of the 11 fire departments were in the amount of \$7,000; with the exception of Halifax \$9,000 for a total amount of \$79,000.

The FY 2020 Budgeted Revenues consisted of the following: Ad Valorem and Penalties \$28,160,000; Other Taxes and License \$9,313,000; Unrestricted Intergovernmental \$300,000; Restricted Intergovernmental \$498,900; Permits and Fees \$1,320,743; Sales and Services \$1,820,729; Interest \$300,000; Miscellaneous \$210,660; and Grants \$122,823 for total budgeted revenue in the amount of \$42,046,855. The budgeted expenses consisted of the following: Operating Budget \$40,316,282; Recurring Capital \$1,603,222; and Medical and Retirement Increase \$127,351 for a total amount of \$42,046,855.

Tony N. Brown, County Manager, addressed the Board and provided a brief PowerPoint presentation regarding the FY 2019-2020 Budget. A balanced budget was submitted in the amount of \$42,046,282 that maintained basic support for county departments, recurring capital in each County department, average daily membership funding for schools at the current FY 2018-2019 levels, school capital at current FY 2018-2019 levels, contingencies, and to absorb increased employee benefit costs. The funding decisions needed by the Board consisted of new capital requests, unfinanced requirement requests, and outside requests; employee market adjustment; funding of employee pay-for-performance plan, classification and pay study; and any other needs determined by the Board. The Fund Balance was in the amount of \$999,804 and an actual Local Government Commission Fund Balance that included the Board's goal of 18% to 22% was in the amount of \$31,843,736. The critical capital request was in the amount of \$460,038 and consisted of the following samples: EMS Department ambulance and upgrade reporting software, ITS Department primary domain server, Operations Department general maintenance funding, Sheriff Office fingerprint machine and tools of the trade, Jail stainless steel

shower insert and commercial washer, and Health Department animal control HVAC for kennels. The unfinanced critical requirements in the amount of \$417,770 consisted of the following samples: EMS Department replace AutoPulse devices with LUCAS devices, Sheriff Office vehicle fuel and inmates in other jails. Outside requests were in the amount of \$583,749; however, staff recommendations were in the amount of \$170,500 which addressed transportation; community assistance; educational support; airport support; local, state, and national memberships; and land protection.

The Employee Support Summary consisted of recurring expenses and would require a revenue stream as follows: Cost of living adjustment was in the amount of \$176,340.50, per 1% increase. The employee pay-for-performance evaluation plan was in the amount of \$259,283. The Halifax County Salary Comparison included a comparison of surrounding counties, positions, and beginning salaries. The cost of a classification and pay study was as follows: Lockton \$58,250; MAPS \$36,000; and Piedmont Triad Regional Council \$32,000. The mandated County departments and functions and the optional County departments and functions were reviewed. Mr. Brown reported that in order to increase revenues, the Board would need to approve a property tax increase. In order to decrease expenses, the Board would need to reduce outside request, cut and/or reduce nonmandated programs, employee salary reduction, and employee furlough days.

Mr. Brown reviewed the FY 2019-2020 Outside Requests that were included in the budget as follows: Upper Coastal Plain Council of Government \$23,669; North Carolina Association of County Commissioners Dues \$6,080; School of Government Dues \$6,422; National Association of Counties \$1,243 and Halifax County Intergovernmental Association \$700 for a total amount of \$38,114. He further reviewed the FY 2019-2020 Outside Requests that were recommended by staff that were not included in the budget as follows: Beaver Management \$4,000; Choanoke Area Development Association \$10,000; Choanoke Public Transportation Authority \$10,000; Eastern Carolina Livestock \$2,000; Eastern Carolina 4-H Livestock Show and Sale \$500; Halifax County Harvest Days \$3,000; Halifax-Northampton Regional Airport \$40,000; North Carolina Forestry Protection Management \$100,000; and Quiz Bowl \$1,000 for a total amount of \$170,500.

It was the consensus of the Board to defer action regarding the proposed FY 2019-2020 Budget to provide an opportunity for the Board to further review the information that had been provided.

3. <u>Other Business</u>

A. North Carolina Association of County Commissioners Medicaid Transformation Phase Two

Tony N. Brown, County Manager, 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 PresidentElect, 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 the counties and State.

After a brief discussion was held, it was the consensus of the Board that no action be taken regarding this matter.

B. National Association of Counties 84th Annual Conference

Commissioner Smith stated that he would like to attend the National Association of Counties 84th Annual Conference that would be held on July 12-15, 2019 in Las Vegas, Nevada, and would forgo attendance at the State conference. It was the consensus of the Board that Commissioner Smith attend the National Association of Counties 84th Annual Conference.

4. <u>Closed Session</u>

There were no Closed Session matters for discussion.

5. Adjourn until April 29, 2019 Regular Meeting

Commissioner Brewer moved to adjourn the meeting until the April 29, 2019 Regular Meeting. Commissioner Johnson seconded the motion, which passed unanimously by voice vote.

Vernon J. Bryant, Chairman Halifax County Board of Commissioners

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

Attachment A

RESOLUTION IN SUPPORT OF EFFORTS BY THE HALIFAX COUNTY BOARD OF EDUCATION TO OBTAIN LOCAL CONTROL OF SCHOOL CALENDARS

WHEREAS, on April 1, 2019, the Halifax County Board of Education adopted a resolution entitled "Halifax County Schools Resolution Supporting Local Control of School Calendars", (the Board of Education Resolution) a copy of which is attached to this Resolution; and

WHEREAS, the Board of Education Resolution sets forth various reasons why the Halifax County Board of Education seeks local control of school calendars, which reasons have been more fully discussed by the Superintendent during his appearance before the board of commissioners on this date; and

WHEREAS, specifically, the Halifax County Board of Education seeks the support for adoption of local legislation that will give the board of education the desired local control of school calendars, a copy of the draft legislation also being attached to this Resolution; and

WHEREAS, the Halifax County Board of Commissioners desires to support the efforts of the Halifax County Board of Education for the adoption of the proposed local legislation;

NOW, THEREFORE, BE IT RESOLVED that the Halifax County Board of Commissioners endorses and supports the adoption of the attached proposed local legislation to amend G.S. 1 15C-84.2(d) by allowing the Halifax County Board of Education to determine the dates of opening and closing of public schools under their supervision.

Adopted this 16th day of April, 2019.

Version J. Bryant, Chairman Halifax County Board of Commissioners

Wiggins, MN

Clerk to the Board

April 16, 2019 Regular Meeting Book 41, Page 232

Attachment A

HALIFAX COUNTY SCHOOLS

RESOLUTION SUPPORTING LOCAL CONTROL OF SCHOOL CALENDARS

WHEREAS, the North Carolina General Statutes give local boards of education powers of supervision and control of local school systems; and

WHEREAS, local control over establishing school calendars is an integral component of school system supervision and administrative powers with which local boards of education have been vested; and

WHEREAS, in 2004 the North Carolina General Assembly seized control of setting school calendars and imposed a one-size-fits-all mandate on how school calendars are to be set; and

WHEREAS, the current one-size-fits-all school calendar start date is no earlier than the Monday closest to August 26 and the end date is no later than the Friday closest to June 11; and

WHEREAS, the State mandated late August start date means high schools do not complete the first semester until mid to late January; and

WHEREAS, the current law essentially requires high school students to take first semester exams after the winter break, which negatively impacts test scores, according to students and educators; and

WHEREAS, the second semester for high schools starts two to three weeks later than community colleges and universities; and

WHEREAS, superintendents report that the calendar misalignment makes it nearly impossible for high school students or recent winter graduates to take courses at a nearby community college or university during the second semester; and

WHEREAS, exams for Advanced Placement and International Baccalaureate classes are given on the same day nationwide, and the current calendar law shortens the amount of time North Carolina's students have to learn the material before test day; and

WHEREAS, it is well-documented through multiple studies that children will experience a phenomenon known as summer learning loss, which has a disproportionate impact on lowincome children; and

WHEREAS, long summer breaks can also negatively impact child nutrition, as lowincome children who have access to regular meals at school through the free and reduced priced meal program may not have access to regular meals at home; and

WHEREAS, with little flexibility built in to the calendar, scheduling make-up days is extremely challenging; and

Attachment A

WHEREAS, major hurricanes and severe winter snow storms have caused Halifax County Schools to miss over 20 school days over the past three years; and

WHEREAS, fall sports and band begin August 1, schedules for extra-curricular have not changed to coincide with the State-mandated school calendar; and

WHEREAS, local boards of education are best equipped to understand the balancing act of meeting the community's needs and maximizing student success; and

WHEREAS, restoring local control of school calendars will allow local boards of education to best meet the calendar preferences of the families, educators, and businesses in our community while allowing for innovative experimental approaches to improve student achievement.

THEREFORE, be it resolved that the Halifax County Board of Education requests that the Halifax County Board of County Commissioners pass a resolution in support of calendar flexibility.

Adopted by the Halifax County Schools' Board of Education this 1st day of

April. 2019.

Superintendent's Signature:

Garde E Cooper Signature of Board of Education Chairperson:

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Attachment A

Halifax County Schools

PROPOSED BILL – AUTHORIZING LOCAL BOARDS OF EDUCATION TO SET SCHOOL CALENDARS

The General Assembly of North Carolina enacts:

SECTION 1. G.S. 115C-84.2(d) reads as rewritten:

"(d) Opening and Closing Dates. – Local boards of education shall determine the dates of opening and closing the public schools under subdivision (a)(1) of this section. Except for year round schools, the opening date for students shall be no earlier than the Monday closest to August 26, and the closing date for students shall be no later than the Friday closest to June 11. On a showing of good cause, the State Board of Education may waive the requirement that the opening date for students be no earlier than the Monday closest to August 26 and may allow the local board of education to set an opening date no earlier than the Monday closest to August 19, to the extent that school calendars are able to provide sufficient days to accommodate anticipated makeup days due to school closings. A local board may revise the school closing date if necessary in order to comply with the minimum requirements for instructional days or instructional time. For purposes of this subsection, the term "good cause" means that schools in any local school administrative unit in a county have been closed eight days per year during any four of the last 10 years because of severe weather conditions, energy shortages, power failures, or other emergency situations.

The required opening and closing dates under this subsection shall not apply to any school that a local board designated as having a modified calendar for the 2003-2004 school year or to any school that was part of a planned program in the 2003-2004 school year for a system of modified calendar schools, so long as the school operates under a modified calendar."

SECTION 2. This act applies only to Halifax County Schools.

SECTION 3. This act is effective when it becomes law and applies beginning with the 2019-2020 (2020-2021) school year.



AGENDA Halifax County Board of Commissioners Regular Meeting

TO: Halifax County Board of Commissioners

FROM: Mary W. Duncan, Finance Director

SUBJECT: Budget amendments

DATE: June 3, 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

- **D** BA coversheet 6-3-19
- Budget Amendments for 6-3-19

TOTAL COST:\$0

COUNTY COST:\$0

REQUEST: Approve presented Budget Amendments

Budget Amendments

Fiscal Year 18 - 19

1	Sheriff - Budget insurance claim proceeds from a not at-fault motor	¢	0 540 60
	vehicle accident (Deer)	\$	2,519.60
2	Sheriff - Budget revenue from event "Benefitting the Kids"		3,700.00
3	Cooperative Extension - Farmer's Market - Budget revenues from opening season		150.00
4	DSS - Budget insurance claim proceeds from an at-fault motor vehicle accident (Distracted driver)		2,340.00
5	DSS - Independent Living - Budget expenses for reimbursement to be paid up front		5,000.00
6	DSS - Elderly Christmas Fund - Budget fundraising revenue for program		235.00
7	Our Community Hospital - Increase budget for additional Sales Tax revenue collected		81,800.00
8	Our Community Hospital - Increase budget for additional Ad Valorum Tax revenue collected		24,150.00
9	Weldon School District - Increase budget for additional Sales Tax revenue collected		22,005.00
10	Weldon School District - Increase budget for additional Ad Valorum Tax revenue collected		82,000.00
11	Davie Fire District - Increase budget for additional Sales Tax revenue collected		7,000.00
12	Davie Fire District - Increase budget for additional Ad Valorum Tax revenue collected		7,800.00
13	Darlington Fire District - Increase budget for additional Sales Tax revenue collected		1,000.00
14	Darlington Fire District - Increase budget for additional Ad Valorum Tax revenue collected		1,200.00
15	Rheasville Fire District - Increase budget for additional Sales Tax revenue collected		1,600.00
16	Rheasville Fire District - Increase budget for additional Ad Valorum Tax revenue collected		7,350.00
17	Tillery Fire District - Increase budget for additional Sales Tax revenue collected		400.00
18	Tillery Fire District - Increase budget for additional Ad Valorum Tax revenue collected		150.00

Budget Amendments

Fiscal Year 18 - 19

19	Littleton Fire District - Increase budget for additional Sales Tax revenue collected	4,200.00
20	Littleton Fire District - Increase budget for additional Ad Valorum Tax revenue collected	1,625.00
21	Arcola Fire District - Increase budget for additional Sales Tax revenue collected	600.00
22	Arcola Fire District - Increase budget for additional Ad Valorum Tax revenue collected	1,300.00
23	Enfield Fire District - Increase budget for additional Sales Tax revenue collected	3,000.00
24	Enfield Fire District - Increase budget for additional Ad Valorum Tax revenue collected	1,100.00
25	Halifax Fire District - Increase budget for additional Sales Tax revenue collected	1,300.00
26	Halifax Fire District - Increase budget for additional Ad Valorum Tax revenue collected	7,750.00
27	Hobgood Fire District - Increase budget for additional Sales Tax revenue collected	350.00
28	Hobgood Fire District - Increase budget for additional Ad Valorum Tax revenue collected	575.00
29	Scotland Neck Fire District - Increase budget for additional Sales Tax revenue collected	2,200.00
30	Scotland Neck Fire District - Increase budget for additional Ad Valorum Tax revenue collected	1,000.00
31	Weldon Fire District - Increase budget for additional Sales Tax revenue collected	2,200.00
32	Weldon Fire District - Increase budget for additional Ad Valorum Tax revenue collected	11,100.00
33	Roanoke Rapids Graded School District - Increase budget for additional Sales Tax revenue collected	58,006.00
34	Roanoke Rapids Graded School District - Increase budget for additional Ad Valorum Tax revenue collected	27,050.00
35	Halifax County School District - Increase budget for additional Ad Valorum Tax revenue collected	48,000.00
36	Tax Agency - Littleton - Increase budget for additional Ad Valorum Tax revenue collected	3,500.00

37		
	Tax Agency - Roanoke Rapids- Increase budget for additional Ad Valorum Tax revenue collected	425,000.00
38	Tax Agency - Weldon - Increase budget for additional Ad Valorum Tax revenue collected	31,500.00
39	Tax Agency - Scotland Neck - Increase budget for additional Ad Valorum Tax revenue collected	38,000.00
40	Tax Agency - Enfield - Increase budget for additional Ad Valorum Tax revenue collected	2,000.00
41	Tax Agency - Hobgood - Increase budget for additional Ad Valorum Tax revenue collected	2,800.00

Approved: June 3, 2019

Vernon J. Bryant Chairman

Account Number / Name	Debit (Expense Increase) (Revenue Decrease)	Credit (Expense Decrease) (Revenue Increase)	Explanation
110-9200-5353-00 / Maint & Repair - Auto	2,519.60		Sheriff
110-4410-4839-97 / Insurance Claims Reimb		2,519.60	To budget insurance claims reimbursement for a not at fault accident (deer collision)
TOTALS	2,519.60	2,519.60	

* 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 Con	npensation
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Human Resources Director	Date

Program Director	Date
May WAuca	5.28 19
Department / Agency Head	Date

Date

County Manager or Deputy County Manager or County Commissioner Chairman

Account Number / Name	Debit (Expense Increase) (Revenue Decrease)	Credit (Expense Decrease) (Revenue Increase)	Explanation
110-5310-5177-00 / Benefitting the Kids	3,700.00		Sheriff's Dept
110-4410-4320-24 / Donations-Benefitting the Kid		3,700.00	To budget additional donation revenue
TOTALS	3,700.00	3,700.00	

* 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		

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Program Director Date sheit # 5 2019 0 Department / Agency Head Date

County Manager or

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Deputy County Manager or County Commissioner Chairman

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Account Number / Name	Debit (Expense Increase) (Revenue Decrease)	Credit (Expense Decrease) (Revenue Increase)	Explanation
110-5949-5321-00 - Telephone	150.00		Cooperative Extension - Farmers Market
110-4410-4310-74 Farmer's Market		150.00	Budget additional funds
TOTALS	150.00	150.00	

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

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Human Resources Director	Date	

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Department / Agen	cy Head	G	Date

County Manager or Deputy County Manager or County Commissioner Chairman

Date

FIN BA 01

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 for an 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 Comp	pensation	
Human Resources Director	Date	

Program Director	Date
May W Durcan	5-2819
Department / Agency Head	Date

County Manager or Deputy County Manager or County Commissioner Chairman

Date

Account Number / Name	Debit (Expense Increase) (Revenue Decrease)	Credit (Expense Decrease) (Revenue Increase)	Explanation
			DSS
125-4531-4210-09 Independent Living		5,000.00	Funding for Independent Living expenses, must pay up front to receive reimbursement
125-6430-5435-01 Special Independent Living	5,000.00		
TOTALS	5,000.00	5,000.00	

* 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 Compe	ensation
Hunavana Reesources Director	Date

5/2/2019 Program Director 5/2/2019

Department / Agency Head

Date

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

Account Number / Name	Debit (Expense Increase) (Revenue Decrease)	Credit (Expense Decrease) (Revenue Increase)	Explanation
125-6311- 5500-02 Elderly Christmas Fund	235.00		DSS
125-4534-4839-48 Elderly Christmas Fund		235.00	Transfer fundraising revenue to the appropriate expense line
TOTALS	235.00	235.00	

* 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 Compe	ensation
HumageResources Director	Date

5/15/2019 Program Director Date 2 5/15/2019 Department / Agency Head

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

BUDGET AMENDMENT Account Number / Name Explanation Debit Credit **Our Community Hospital** 229-5935-5295-30 / Local Sales Tax 81,800.00 To increase budget due to an increase in sales 46,000.00 229-4410-4231-00 / Local 1 Cent Sales Tax tax collections 229-4410-4232-00 / Local 1/2 Cent Sales Tax 26,000.00 9,800.00 229-4410-4233-00 / Local 1/2 Cent Sales Tax 229-4410-4234-00 / Local 1/2 Cent Sales Tax -TOTALS 81,800.00 81,800.00

* 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 C	ompensation
Human Resources Director	Date

Program Director	Date
Mary W Sucar	5.28 19
Department / Agency Head	Date
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County Manager or	Date
Deputy County Manager or	
County Commissioner Chairman	

	DODOLIN		
Account Number / Name	Debit (Expense Increase) (Revenue Decrease)	Credit (Expense Decrease) (Revenue Increase)	Explanation
229-5935-5683-00 / Payments/Hospital	15,000.00		Our Community Hospital
229-4410-4100-10 / Tax Levy Collections		12,700.00	Increase budget due to an increase in tax collections for FY 2018-19
229-4410-4100-80 / Late Interest Payment		2,300.00	
229-5935-5683-10 / Payments/Motor Vehicles	9,150.00		
229-4410-4199-00 / Motor Vehicle Collections		9,150.00	
TOTALS	24,150.00	24,150.00	

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

Approval for Performance C	ompensation
Human Resources Director	Date

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Program Director	Date
Mary W Surcar	5-2819
Department / Agency Head	Date

County Manager or Deputy County Manager or County Commissioner Chairman

Date

FIN BA 01

BUDGET AMENDMENT Account Number / Name Explanation Debit Credit 230-6910-5295-30 / Local Sales Tax 22,005.00 Weldon School District To increase budget due to an increase in sales 230-4410-4231-00 / Local 1 Cent Sales Tax 16,000.00 tax collections 230-4410-4232-00 / Local 1/2 Cent Sales Tax -230-4410-4233-00 / Local 1/2 Cent Sales Tax 6,000.00 230-4410-4234-00 / Local 1/2 Cent Sales Tax 5.00 TOTALS 22,005.00 22,005.00

* 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 C	ompensation
Human Resources Director	Date

Program Director	Date 5-28/9
Department / Agency Head	Date
County Manager or	Date
Deputy County Manager or	Dale
County Commissioner Chairman	

Account Number / Name	Debit (Expense Increase) (Revenue Decrease)	Credit (Expense Decrease) (Revenue Increase)	Explanation
230-6910-5300-00 / Payments/Schools	70,000.00		Weldon School District
230-4410-4100-10 / Tax Levy Collections		70,000.00	Increase budget due to an increase in tax collections for FY 2018-19
230-4410-4100-80 / Late Payment Interest		-	
230-6910-5683-10 / Payments/Motor Vehicles	12,000.00		
230-4410-4199-00 / Motor Vehicle Tax Collections		12,000.00	
TOTALS	82,000.00	82,000.00	

* 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 Comp	ensation	
Human Resources Director	Date	

revised 5/14/08

Program Director (n)Department / Agency Head

5-28/9

Date

Date

County Manager or Deputy County Manager or County Commissioner Chairman

Date

FIN BA 01

Account Number / Name	Debit	Credit	Explanation
231-5305-5295-30 / Local Sales Tax	7,000.00		Davie Fire District
231-4410-4231-00 / Local 1 Cent Sales Tax		5,000.00	To increase budget due to an increase in sales tax collections
231-4410-4232-00 / Local 1/2 Cent Sales Tax		-	
231-4410-4233-00 / Local 1/2 Cent Sales Tax		2,000.00	
231-4410-4234-00 / Local 1/2 Cent Sales Tax		-	
TOTALS	7,000.00	7,000.00	

* 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 Comp	ensation
Human Resources Director	Date

Program Director	Date
Maly W Surcan	5-2819
Department / Agency Head	Date

County Manager or Deputy County Manager or County Commissioner Chairman

Date

Account Number / Name	Debit (Expense Increase) (Revenue Decrease)	Credit (Expense Decrease) (Revenue Increase)	Explanation
231-5305-5683-00 / Payments/Fire Dept	6,100.00		Davie Fire District
231-4410-4100-10 / Tax Levy Collections		6,100.00	Increase budget due to an increase in tax collections for FY 2018-19
231-5305-5683-10 / Payments/Motor Vehicles	1,700.00		
231-4410-4199-00 / Motor Vehicle Tax Collections		1,700.00	
TOTALS	7,800.00	7,800.00	

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

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Human Resources Director	Date

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Program Director 5-28/9 (U Department / Agency Head

Date

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County Manager or Deputy County Manager or County Commissioner Chairman

FIN BA 01

Account Number / Name Explanation Debit Credit 232-5305-5295-30 / Local Sales Tax 1,000.00 **Darlington Fire District** To increase budget due to an increase in sales 232-4410-4231-00 / Local 1 Cent Sales Tax 800.00 tax collections 232-4410-4232-00 / Local 1/2 Cent Sales Tax -232-4410-4233-00 / Local 1/2 Cent Sales Tax 200.00 232-4410-4234-00 / Local 1/2 Cent Sales Tax -TOTALS 1,000.00 1,000.00

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

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

Approval for Performance Co	ompensation
Human Resources Director	Date

Program Director	Date 5-28/19
Department / Agency Head	Date
County Manager or Deputy County Manager or County Commissioner Chairman	Date

Account Number / Name	Debit (Expense Increase) (Revenue Decrease)	Credit (Expense Decrease) (Revenue Increase)	Explanation
232-5305-5683-00 / Payments/Fire Districts	-		Darlington Fire District
232-4410-4100-00 / Tax Levy Collections		-	Increase budget due to an increase in tax collections for FY 2018-19
232-5305-5683-10 / Payments/Motor Vehicles	1,200.00		
232-4410-4199-00 / Motor Vehicle Tax Collections		1,200.00	
TOTALS	1,200.00	1,200.00	

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

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Human Resources Director	Date	
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Program Director Date 5-28 19 Department / Agency Head Date

County Manager or Deputy County Manager or County Commissioner Chairman

Date

Account Number / Name	Debit	Credit	Explanation
233-5305-5295-30 / Local Sales Tax	1,600.00		Rheasville Fire District
233-4410-4231-00 / Local 1 Cent Sales Tax		1,000.00	To increase budget due to an increase in sales tax collections
233-4410-4232-00 / Local 1/2 Cent Sales Tax		-	
233-4410-4233-00 / Local 1/2 Cent Sales Tax		600.00	
233-4410-4234-00 / Local 1/2 Cent Sales Tax		-	
TOTALS	1,600.00	1,600.00	

* 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
May W Surcar	5-28/9
Department / Agency Head	Date

County Manager or Deputy County Manager or County Commissioner Chairman

Date

BODOETAMENDMENT			
Account Number / Name	Debit (Expense Increase) (Revenue Decrease)	Credit (Expense Decrease) (Revenue Increase)	Explanation
233-5305-5683-00 / Payments/Fire Districts	6,150.00		Rheasville Fire District
233-4410-4100-10 / Tax Levy Collections		6,000.00	Increase budget due to an increase in tax collections for FY 2018-19
233-4410-4100-80 / Late Interest Payments		150.00	
233-5305-5683-10 / Payments/Motor Vehicles	1,200.00		
233-4410-4199-00 / Motor Vehicle Collections		1,200.00	
TOTALS	7,350.00	7,350.00	

* 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 Con	npensation	
Human Resources Director	Date	_

Program Director LCar Department / Agency Head

5-281 Date

Date

County Manager or Deputy County Manager or County Commissioner Chairman

Date

revised 5/14/08

Account Number / Name Debit Credit Explanation 235-5305-5295-30 / Local Sales Tax 400.00 **Tillery Fire District** To increase budget due to an increase in sales 235-4410-4231-00 / Local 1 Cent Sales Tax 300.00 tax collections 235-4410-4232-00 / Local 1/2 Cent Sales Tax _ 235-4410-4233-00 / Local 1/2 Cent Sales Tax 100.00 235-4410-4234-00 / Local 1/2 Cent Sales Tax -TOTALS 400.00 400.00

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

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

Approval for Performance Co	ompensation
Human Resources Director	Date

Program Director	Date 5 X 19
Department / Agency Head	Date
County Manager or	Date
Deputy County Manager or County Commissioner Chairman	

BODOLI AMENDMENT			
Account Number / Name	Debit (Expense Increase) (Revenue Decrease)	Credit (Expense Decrease) (Revenue Increase)	Explanation
235-5305-5683-00 / Payments/Fire Districts	-		Tillery Fire District
235-4410-4100-10 / Tax Levy Collections		-	Increase budget due to an increase in tax collections for FY 2018-19
235-5305-5683-10 / Payments/Motor Vehicles	150.00		
235-4410-4199-00 / Motor Vehicle Collections		150.00	
TOTALS	150.00	150.00	

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

Approval for Performance Compensation			
Human Resources Director	Date		

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Program Director Mar Department / Agency Head

5-28/9

Date

Date

County Manager or Deputy County Manager or County Commissioner Chairman

Date

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Account Number / Name	Debit	Credit	Explanation
236-5305-5295-30 / Local Sales Tax	4,200.00		Littleton Fire District
236-4410-4231-00 / Local 1 Cent Sales Tax		3,000.00	To increase budget due to an increase in sales tax collections
236-4410-4232-00 / Local 1/2 Cent Sales Tax		-	
236-4410-4233-00 / Local 1/2 Cent Sales Tax		1,200.00	
236-4410-4234-00 / Local 1/2 Cent Sales Tax		-	
TOTALS	4,200.00	4,200.00	

* 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 Cor	npensation	
Human Resources Director	Date	

Program Director	Date
Maly W Sulcar	5-2819
Department / Agency Head	Date

County Manager or Deputy County Manager or County Commissioner Chairman

BODOET AMENDMENT			
Account Number / Name	Debit (Expense Increase) (Revenue Decrease)	Credit (Expense Decrease) (Revenue Increase)	Explanation
236-5305-5683-00 / Payments/Fire District	900.00		Littleton Fire District
236-4410-4100-10 / Tax Levy Collections		800.00	Increase budget due to an increase in tax collections for FY 2018-19
236-4410-4100-80 / Late Interest Payments		100.00	
236-5305-5683-10 / Payments/Motor Vehicles	725.00		
236-4410-4199-00 / Motor Vehicle Collections		725.00	
TOTALS	1,625.00	1,625.00	

* 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 Comp	ensation	
Human Resources Director	Date	

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Program Director LCM Department / Agency Head

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Date

Date

County Manager or Deputy County Manager or County Commissioner Chairman

Account Number / Name	Debit	Credit	Explanation
238-5305-5295-30 / Local Sales Tax	600.00		Arcola Fire District
238-4410-4231-00 / Local 1 Cent Sales Tax		400.00	To increase budget due to an increase in sales tax collections
238-4410-4232-00 / Local 1/2 Cent Sales Tax		-	
238-4410-4233-00 / Local 1/2 Cent Sales Tax		200.00	
238-4410-4234-00 / Local 1/2 Cent Sales Tax		-	
TOTALS	600.00	600.00	

* 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 Com	pensation
Human Resources Director	Date

Program Director	Date
Wary W Sulcar	5-2819
Department / Agency Head	Date

County Manager or Deputy County Manager or County Commissioner Chairman

Account Number / Name	Debit (Expense Increase) (Revenue Decrease)	Credit (Expense Decrease) (Revenue Increase)	Explanation
238-5305-5683-00 / Payments/Fire District	100.00		Arcola Fire District
238-4410-4100-10 / Tax Levy Collections		100.00	Increase budget due to an increase in tax collections for FY 2018-19
238-5305-5683-10 / Payments/Motor Vehicles	1,200.00		
238-4410-4199-00 / Motor Vehicle Collections		1,200.00	
TOTALS	1,300.00	1,300.00	

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

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Human Resources Director	Date

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Mary W Durch	

5-28/5 Date

Date

Department / Agency Head

County Manager or Deputy County Manager or County Commissioner Chairman

Date

FIN BA 01

Account Number / Name	Debit	Credit	Explanation
239-5305-5295-30 / Local Sales Tax	3,000.00		Enfield Fire District
239-4410-4231-00 / Local 1 Cent Sales Tax		2,000.00	To increase budget due to an increase in sales tax collections
239-4410-4232-00 / Local 1/2 Cent Sales Tax		-	
239-4410-4233-00 / Local 1/2 Cent Sales Tax		1,000.00	
239-4410-4234-00 / Local 1/2 Cent Sales Tax		-	
TOTALS	3,000.00	3,000.00	

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

Approval for Performance C	ompensation
Human Resources Director	Date

Program Director	Date
Way W Durcan	5.2819
Department / Agency Head	Date

County Manager or Deputy County Manager or County Commissioner Chairman

BODOET AMENDMENT			
Account Number / Name	Debit (Expense Increase) (Revenue Decrease)	Credit (Expense Decrease) (Revenue Increase)	Explanation
239-5305-5683-00 / Payments/Fire District	-		Enfield Fire District
239-4410-4100-10 / Tax Levy Collections		-	Increase budget due to an increase in tax collections for FY 2018-19
239-4410-4100-80 / Late Interest Payment		-	
239-5305-5683-10 / Payments/Motor Vehicles	1,100.00		
239-4410-4199-00 / Motor Vehicle Collections		1,100.00	
TOTALS	1,100.00	1,100.00	

* 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 Comp	ensation	
Human Resources Director	Date	_

Program Director Date 5-28/9 Department / Agency Head Date

County Manager or Deputy County Manager or County Commissioner Chairman Date

revised 5/14/08

Account Number / Name	Debit	Credit	Explanation
240-5305-5295-30 / Local Sales Tax	1,300.00		Halifax Fire District
240-4410-4231-00 / Local 1 Cent Sales Tax		1,000.00	To increase budget due to an increase in sales tax collections
240-4410-4232-00 / Local 1/2 Cent Sales Tax		-	
240-4410-4233-00 / Local 1/2 Cent Sales Tax		300.00	
240-4410-4234-00 / Local 1/2 Cent Sales Tax		-	
TOTALS	1,300.00	1,300.00	

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

Approval for Performance Comp	ensation
Human Resources Director	Date

Program Director	Date
May W Sarcar	5-2819
Department / Agency Head	Date

County Manager or Deputy County Manager or County Commissioner Chairman

BODGET AMENDMENT			
Account Number / Name	Debit (Expense Increase) (Revenue Decrease)	Credit (Expense Decrease) (Revenue Increase)	Explanation
240-5305-5683-00 / Payments/Fire District	6,450.00		Halifax Fire District
240-4410-4100-10 / Tax Levy Collections		6,300.00	Increase budget due to an increase in tax collections for FY 2018-19
240-4410-4100-80 / Late Interest Payments		150.00	
240-5305-5683-10 / Payments/Motor Vehicles	1,300.00		
240-4410-4199-00 / Motor Vehicle Collections		1,300.00	
TOTALS	7,750.00	7,750.00	

* 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 Comp	ensation	
Human Resources Director	Date	

revised 5/14/08

Program Director 5-281 Bulca Department / Agency Head

County Manager or Deputy County Manager or County Commissioner Chairman Date

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Account Number / Name	Debit	Credit	Explanation
241-5305-5295-30 / Local Sales Tax	350.00		Hobgood Fire District
241-4410-4231-00 / Local 1 Cent Sales Tax		250.00	To increase budget due to an increase in sales tax collections
241-4410-4232-00 / Local 1/2 Cent Sales Tax		-	
241-4410-4233-00 / Local 1/2 Cent Sales Tax		100.00	
241-4410-4234-00 / Local 1/2 Cent Sales Tax		-	
-			
TOTALS	350.00	350.00	

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

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Human Resources Director	Date	-

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County Manager or Deputy County Manager or County Commissioner Chairman

BOBOET AMENDMENT			
Account Number / Name	Debit (Expense Increase) (Revenue Decrease)	Credit (Expense Decrease) (Revenue Increase)	Explanation
241-5305-5683-00 / Payments/Fire District	-		Hobgood Fire District
241-4410-4100-10 / Tax Levy Collections		-	Increase budget due to an increase in tax collections for FY 2018-19
241-5305-5683-10 / Payments/Motor Vehicles	575.00		
241-4410-4199-00 / Motor Vehicle Collections		575.00	
TOTALS	575.00	575.00	

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

Approval for Performance Compensation		
Human Resources Director	Date	

revised 5/14/08

Program Director	Date
Mary W Durcar	5-28/5
Department / Agency Head	Date

County Manager or Deputy County Manager or County Commissioner Chairman

BUDGET AMENDMENT Account Number / Name Debit Credit Explanation 242-5305-5295-30 / Local Sales Tax 2,200.00 **Scotland Neck Fire District** To increase budget due to an increase in sales 242-4410-4231-00 / Local 1 Cent Sales Tax 1,600.00 tax collections 242-4410-4232-00 / Local 1/2 Cent Sales Tax -242-4410-4233-00 / Local 1/2 Cent Sales Tax 600.00 242-4410-4234-00 / Local 1/2 Cent Sales Tax -TOTALS 2,200.00 2,200.00

* 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 C	ompensation
Human Resources Director	Date

Program Director	Date
Way W Durca	5-28 19
Department / Agency Head	Date

County Manager or Deputy County Manager or County Commissioner Chairman

Account Number / Name	Debit (Expense Increase) (Revenue Decrease)	Credit (Expense Decrease) (Revenue Increase)	Explanation
242-5305-5683-00 / Payments/Fire District	250.00		Scotland Neck Fire District
242-4410-4100-10 / Tax Levy Collections		-	Increase budget due to an increase in tax collections for FY 2018-19
242-4410-4100-80 / Late Interest Payments		250.00	
242-5305-5683-10 / Payments/Motor Vehicles	750.00		
242-4410-4199-00 / Motor Vehicle Collections		750.00	
TOTALS	1,000.00	1,000.00	

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

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County Manager or Deputy County Manager or County Commissioner Chairman

revised 5/14/08

BUDGET AMENDMENT Account Number / Name Debit Credit Explanation 243-5305-5295-30 / Local Sales Tax 2,200.00 Weldon Fire District To increase budget due to an increase in sales 243-4410-4231-00 / Local 1 Cent Sales Tax 1,600.00 tax collections 243-4410-4232-00 / Local 1/2 Cent Sales Tax -243-4410-4233-00 / Local 1/2 Cent Sales Tax 600.00 243-4410-4234-00 / Local 1/2 Cent Sales Tax -TOTALS 2,200.00 2,200.00

* 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
May W Sucar	5.2819
Department / Agency Head	Date

County Manager or Deputy County Manager or County Commissioner Chairman

	DODGETA		
Account Number / Name	Debit (Expense Increase) (Revenue Decrease)	Credit (Expense Decrease) (Revenue Increase)	Explanation
243-5305-5683-00 / Payments/Fire District	9,900.00		Weldon Fire District
243-4410-4100-10 / Tax Levy Collections		9,900.00	Increase budget due to an increase in tax collections for FY 2018-19
243-4410-4100-80 / Late Interest Payment		-	
243-5305-5683-10 / Payments/Motor Vehicles	1,200.00		
243-4410-4199-00 / Motor Vehicle Collections		1,200.00	
TOTALS	11,100.00	11,100.00	

* 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 C	ompensation
Human Resources Director	Date

Program Director 5-28 19 Ma Department / Agency Head

Date

Date

County Manager or Deputy County Manager or County Commissioner Chairman

Date

revised 5/14/08

Account Number / Name Debit Credit Explanation 244-6910-5295-30 / Local Sales Tax 58,006.00 **Roanoke Rapids School District** To increase budget due to an increase in sales 244-4410-4231-00 / Local 1 Cent Sales Tax 40,000.00 tax collections 244-4410-4232-00 / Local 1/2 Cent Sales Tax 3,000.00 244-4410-4233-00 / Local 1/2 Cent Sales Tax 15,000.00 244-4410-4234-00 / Local 1/2 Cent Sales Tax 6.00 TOTALS 58,006.00 58,006.00

BUDGET AMENDMENT

* 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 Comp	pensation
Human Resources Director	Date

Program Director	Date
Mary W Durcar	5-28 19
Department / Agency Head	Date

County Manager or Deputy County Manager or County Commissioner Chairman

	DODOLIA		
Account Number / Name	Debit (Expense Increase) (Revenue Decrease)	Credit (Expense Decrease) (Revenue Increase)	Explanation
244-6910-5300-00 / Payments/Schools	27,050.00		Roanoke Rapids School District
244-4410-4100-10 / Tax Levy Collections		26,000.00	Increase budget due to an increase in tax collections for FY 2018-19
244-4410-4100-80 / Late Interest Payments		1,050.00	
244-6910-5683-10 / Payments/Motor Vehicles	-		
244-4410-4199-00 / Motor Vehicle Collections		-	
TOTALS	27,050.00	27,050.00	

* 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 Con	npensation

Human Resources Director	Date

Program Director Alla Department / Agency Head

5-28/9 Date

Date

County Manager or Deputy County Manager or County Commissioner Chairman

Date

revised 5/14/08

	DODGETA		
Account Number / Name	Debit (Expense Increase) (Revenue Decrease)	Credit (Expense Decrease) (Revenue Increase)	Explanation
245-6910-5300-00 / Payments/Schools	-		Halifax County School Distrist
245-4410-4100-10 / Tax Levy Collections		-	Increase budget due to an increase in tax collections for FY 2018-19
245-4410-4100-80 / Late Interest Payments		-	
245-6910-5683-10 / Payments/Motor Vehicles	48,000.00		
245-4410-4199-00 / Motor Vehicle Collections		48,000.00	
TOTALS	48,000.00	48,000.00	

* 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				

revised 5/14/08

Program Director	Date
Mary W Durch	5-281
Department / Agency Head	Date

County Manager or Deputy County Manager or County Commissioner Chairman

Date

FIN BA 01

Account Number / Name	Debit (Expense Increase) (Revenue Decrease)	Credit (Expense Decrease) (Revenue Increase)	Explanation	
701-7000-7001-10 / Tax Payments/Littleton	-		Tax Agency / Littleton	
701-4410-4001-10 / Tax Collections/Littleton		-	Increase budget to due to an increase in collections for FY 2018-19	
701-7000-7001-11 / MV Tax Payments/Littleton	3,500.00			
701-4410-4199-00 / Motor Vehicle Tax Collections		3,500.00		
TOTALS	3,500.00	3,500.00		

* 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 Co	ompensation
	sinponocion
Liver an Deserves a Director	Data
Human Resources Director	Date

revised 5/14/08

Program Director 11 car Department / Agency Head

County Manager or Deputy County Manager or

Date

Date

Date

5-28/5

Deputy County Manager or County Commissioner Chairman

FIN BA 01

Account Number / Name	Debit (Expense Increase) (Revenue Decrease)	Credit (Expense Decrease) (Revenue Increase)	Explanation
702-7000-7002-10 / Tax Payments/RR	410,000.00		Tax Agency / Roanoke Rapids
702-4410-4002-10 / Tax Collections/RR		410,000.00	Increase budget to due to an increase in collections for FY 2018-19
702-4410-4002-11 / Gross Receipts		-	
702-7000-7002-11 / MV Tax Payments/RR	15,000.00		
702-4410-4199-00 / Motor Vehicle Tax Collections		15,000.00	
TOTALS	425,000.00	425,000.00	

* 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 Mar

Date 5-28

Department / Agency Head

Date

County Manager or Deputy County Manager or County Commissioner Chairman

Account Number / Name	Debit (Expense Increase) (Revenue Decrease)	Credit (Expense Decrease) (Revenue Increase)	Explanation
703-7000-7003-10 / Tax Payments/Weldon	25,000.00		Tax Agency / Weldon
703-4410-4003-10 / Tax Collections/Weldon		25,000.00	Increase budget to due to an increase in collections for FY 2018-19
703-7000-7003-11 / MV Tax Payments/Weldon	6,500.00		
703-4410-4199-00 / Motor Vehicle Tax Collections		6,500.00	
TOTALS	31,500.00	31,500.00	

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

Approval for Performance Compensation				
Human Resources Director	Date	_		

revised 5/14/08

Program Director uch

5.28/9 Date

Date

Department / Agency Head

County Manager or Deputy County Manager or County Commissioner Chairman

Account Number / Name	Debit (Expense Increase) (Revenue Decrease)	Credit (Expense Decrease) (Revenue Increase)	Explanation
704-7000-7004-10 / Tax Payments/SN	33,000.00		Tax Agency / Scotland Neck
704-4410-4004-10 / Tax Collections/SN		33,000.00	Increase budget to due to an increase in collections for FY 2018-19
704-7000-7004-11 / MV Tax Payments/SN	5,000.00		
704-4410-4199-00 / Motor Vehicle Tax Collections		5,000.00	
TOTALS	38,000.00	38,000.00	

* 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 Comp	pensation	
Human Resources Director	Date	

revised 5/14/08

Program Director ran Department / Agency Head

Date

28,

Date

County Manager or Deputy County Manager or County Commissioner Chairman

Account Number / Name	Debit (Expense Increase) (Revenue Decrease)	Credit (Expense Decrease) (Revenue Increase)	Explanation
705-7000-7005-10 / Tax Payments/Enfield	2,000.00		Tax Agency / Enfield
705-4410-4005-10 / Tax Collections/Enfield		2,000.00	Increase budget to due to an increase in collections for FY 2018-19
705-7000-7005-11 / MV Tax Payments/Enfield	-		
705-4410-4199-00 / Motor Vehicle Tax Collections		-	
TOTALS	2,000.00	2,000.00	

* 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 Comp	ensation	
Human Resources Director	Date	

Program Director man Department / Agency Head

Date 5-28 19 Date

Date

County Manager or Deputy County Manager or County Commissioner Chairman

revised 5/14/08

Account Number / Name	Debit (Expense Increase) (Revenue Decrease)	Credit (Expense Decrease) (Revenue Increase)	Explanation
706-7000-7006-10 / Tax Payments/Hobgood	1,500.00		Tax Agency / Hobgood
706-4410-4006-10 / Tax Collections/Hobgood		1,500.00	Increase budget to due to an increase in collections for FY 2018-19
706-7000-7006-11 / MV Tax Payments/Hobgood	1,300.00		
706-4410-4199-00 / Motor Vehicle Tax Collections		1,300.00	
TOTALS	2,800.00	2,800.00	

* 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 Comp	ensation	
Human Resources Director	Date	

revised 5/14/08

Program Director Suma

Date 5-28,

Department / Agency Head

Date

County Manager or Deputy County Manager or County Commissioner Chairman



AGENDA Halifax County Board of Commissioners Regular Meeting

TO: Halifax County Board of Commissioners

FROM: Doris Hawkins, Halifax County Tax Collector

SUBJECT: Property Tax Refunds and Releases - May 2019

DATE: June 3, 2019 Regular Meeting

SUPPORTING INFORMATION:

John L. Gurley; PO Box 631, Pikeville, NC 27863 Parcel 0900599: Building "F" double-billed in error

2015	G01	\$137.24
	RRR	\$122.39
	RRS	\$42.30
2016	G01	\$146.64
	RRR	\$122.39
	RRS	\$42.30
2017	G01	\$146.64
	RRR	\$122.39
	RRS	\$42.30
	TOTAL	\$924.59

ATTACHMENTS:

Description

No Attachments Available

TOTAL COST:

COUNTY COST:

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



AGENDA Halifax County Board of Commissioners Regular Meeting

TO: Halifax County Board of Commissioners

FROM: Mary W. Duncan, Finance Director

SUBJECT: Branch Banking and Trust Co., PNC Bank and First Citizens Bank Signature Designations Resolutions

DATE: June 3, 2019 Regular Meeting

SUPPORTING INFORMATION:

Annually the Finance Director presents to the Board resolutions authorizing various staff members to perform banking transactions on behalf of the County. The County Manager, Finance Director and Staff Accountant are authorized to make wire transfers, purchase Certificates of Deposit, transfer funds between the Central Depository and Money Rate Accounts.

The County Manager, Finance Director, Sheriff, Jail Administrator, Administrative Officer and Chief Jailer are authorized to sign checks for the Sheriff's Inmate Account which returns funds to individuals when released from the detention center.

The County Manager, Finance Director, Sheriff, Administrative Officer and Civil staff are authorized to sign checks for the Sheriff's Execution Account which provides restitution to businesses or individuals.

The County Manager, Finance Director, DSS Director and Income Maintenance Administrator are authorized to handle funds for clients of the Social Services department who are unable to do so themselves.

The Register of Deeds, Assistant Register of Deeds and Deputy Register of Deeds are authorized to utilize their safe deposit box.

ATTACHMENTS:

Description

D FY 20 BB&T Bank Authorizations

TOTAL COST:0

COUNTY COST:0

REQUEST: Approve the banking resolutions authorizing banking transactions.



TONY N. BROWN COUNTY MANAGER

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

RESOLUTION

TO: BRANCH BANKING AND TRUST COMPANY HALIFAX, NORTH CAROLINA

RESOLVED, that Branch Banking and Trust Company ("Bank") as a designated depository of funds of this county is hereby requested, authorized and directed to allow **Tony N. Brown, Mary W. Duncan and Teresa A. Mozingo** to transact the following under his/her signature.

Tony N. Brown, County Manager

ary W. Duncan, Finance Director

Teresa A. Mozingo, Accountant I

- 1. Enter the Safety Deposit Box
- 2. Purchase Certificates of Deposit
- 3. Make Wire Transfers
- 4. Transfer funds within the Money Rate Accounts
- 5. Open night deposit contract

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

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of Halifax County this the 3rd day of June, 2019.

Vernon J. Bryant, Chairman Halifax County Board of Commissioners

SEAL

ATTEST:

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

Mere the Spirit of Independence Was Born



TONY N. BROWN COUNTY MANAGER

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

RESOLUTION

BRANCH BANKING AND TRUST COMPANY TO: HALIFAX, NORTH CAROLINA

RESOLVED, that Branch Banking and Trust Company ("Bank") as a designated depository of funds of this county is hereby requested, authorized and directed to allow Tony N. Brown, Mary W. Duncan, Dora A. Carter and Patricia Whalen to transact the following under his/her signature.

11 Tony N. Brown, County Manager Duncan, Finance Director A. Carter, Social Services Director

Whalen, Income Maintenance Administrator I atricia

1. To sign checks for Halifax County Department of Social Services, Acct#*****0163

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

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of Halifax County this the 3rd day of June, 2019.

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

SEAL

ATTEST:

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

Where the Spirit of Independence Was Born



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

RESOLUTION

TO: BRANCH BANKING AND TRUST COMPANY HALIFAX, NORTH CAROLINA

RESOLVED, that Branch Banking and Trust Company ("Bank") as a designated depository of funds of this county is hereby requested, authorized and directed to allow **Tony N. Brown, Mary W. Duncan, Samuel W. Tripp, Jr., David A. Foltz, Silvester Hardy and Tonya L. Bowen** to transact the following under his/her signature.

here Ro
Tony N. Brown, County Manager
Mary W, Stricar
Mary W. Durcan, Finance Director
Nes Tax
Samuel W. Tripp, Jr., Sherifi
David A. Foltz, Jail Administrator
Silver Hade
Silvester Hardy, Detention-Chief
Saug L. Bare
Tonya L. Boweh, Administrative Officer I

1. To sign checks for Halifax County Sheriff Dept Inmate Account.

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

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of Halifax County this the 3rd day of June, 2019.

Vernon J. Bryant, Chairman Halifax County Board of Commissioners

SEAL

ATTEST:

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

Mere the Spirit of Independence Was Born



TONY N. BROWN COUNTY MANAGER

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

RESOLUTION

TO: BRANCH BANKING AND TRUST COMPANY HALIFAX, NORTH CAROLINA

RESOLVED, that Branch Banking and Trust Company ("Bank") as a designated depository of funds of this county is hereby requested, authorized and directed to allow **Tony N. Brown, Mary W. Duncan, Samuel W. Tripp, Jr., Jessica N. Lyles, William F. Thompson and Tonya L. Bowen** transact the following under his/her signature.

hun En
Tony N. Brown, County Manager
Mary, W. Junar
Mary W. Duncah, Finance/Director
Nes Try
Samuel W. Tripp, Jr Sheriff
Jessica Noryles
Jessica N. Lyles, Lieutenant II
Willi I lup
William F. Thompson, Sergeant
Jaija L. Baver
Fonya L. Bowen, Administrative Officer I

1. To sign checks for Halifax County Sheriff Dept Execution Account.

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

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of Halifax County this the 3rd day of June, 2019.

Vernon J. Bryant, Chairman Halifax County Board of Commissioners

SEAL

ATTEST:

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

Where the Spirit of Independence Was Born



TONY N. BROWN COUNTY MANAGER

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

RESOLUTION

TO: BRANCH BANKING AND TRUST COMPANY HALIFAX, NORTH CAROLINA

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

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

Warder M Wanda M. Patrick, Assistant Register of Deeds Karen M Lashley, Flana R. Davis, Deputy Register of Deeds II

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

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

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of Halifax County this the 3rd day of June, 2019.

Vernon J. Bryant, Chairman Halifax County Board of Commissioners

SEAL

ATTEST:

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

Where the Opirit of Independence Was Born



AGENDA Halifax County Board of Commissioners Regular Meeting

TO: Halifax County Board of Commissioners

FROM: Mary W. Duncan, Finance Director

SUBJECT: Authorization to Prepare Budget Amendments to Prevent Deficit Spending

DATE: June 3, 2019 Regular Meeting

SUPPORTING INFORMATION:

Annually the Finance Director requests authorization to prepare budget amendments to prevent deficit spending as of June 30. These amendments will be presented to the Board for individual review at the first meeting in August along with a coversheet detailing the transactions.

ATTACHMENTS:

Description

Authorization to prepare Deficit Spending BAs

TOTAL COST:0

COUNTY COST:0

REQUEST: Authorize the Finance Director to sign year end amendments to Prevent Deficit Spending



Halifax County Finance Department

10 North King Street PO Box 38 Halifax, North Carolina 27839 Phone: 252-583-3771 Fax: 252-583-2882

Mary W. Duncan Finance Director

I REQUEST AUTHORITY TO PREPARE YEAR END BUDGET AMENDMENTS FOR FISCAL YEAR ENDING JUNE 30, 2019 TO PREVENT DEFICIT SPENDING.

Mary W. Duncan, Finance Director

APPROVED BY THE COUNTY COMMISSIONERS AT THEIR REGULAR MEETING ON JUNE 3, 2019.

Vernon J. Bryant, Chairman Halifax County Board of Commissioners

June 3, 2019



AGENDA Halifax County Board of Commissioners Regular Meeting

TO: Halifax County Board of Commissioners

FROM: Mary W. Duncan, Finance Director

SUBJECT: Authorization for Continuation of Current Bank Accounts

DATE: June 3, 2019 Regular Meeting

SUPPORTING INFORMATION:

Annually the Finance Director presents to the Board of Commissioners a list of all bank accounts in the County's name or which the County monitors.

ATTACHMENTS:

Description

2019 Bank Accounts

TOTAL COST:0

COUNTY COST:0

REQUEST: Acknowledge the list of bank accounts managed by the Finance Department

Halifax County Bank Accounts

(as of May 23, 2019)

CASH MANAGEMENT ACCOUNTS The NC Capital Management Trust Central Depository

Term Investment

CHECKING ACCOUNTS Branch Banking & Trust Central Depository Payroll

Tourism Authority

Execution Account

DSS Trust Account

Inmate Trust Fund

STATE ACCOUNTS

ADM-Public School Building Fund

MONEY RATE SAVINGS ACCOUNTS

Branch Banking & Trust General Fund

Compared From 1 (Compared F

General Fund (Central Dep)

Tourism Authority (Spec)

Performance Evaluation

Canteen & Trust Account Flexible Health Benefit H-N Regional Airport Authority Water & Sewer Revenue Fund Halifax County Visitors Center Manning School Project

Public Fund Money Rate Savings 1 (Water) Public Fund Money Rate Savings 2 (Water) Public Fund Money Rate Savings 3 (Water)



AGENDA Halifax County Board of Commissioners Regular Meeting

TO: Halifax County Board of Commissioners

FROM: Roland J Tellier - Fire Marshal

SUBJECT: Town of Weldon Fireworks Display

DATE: June 3, 2019 Regular Meeting

SUPPORTING INFORMATION:

1. During the 2009 legislative session, the General Assembly passed Senate Bill 563 and created G.S. 58-82A-1 aimed at preventing pyrotechnic disasters from occurring.

2. The new law, effective February 1, 2010, requires anyone discharging / operating pyrotechnics to attend a training course and earn a pyrotechnics Operator Permit through the NC office of State Fire Marshal. It permits the operator or assistant to conduct pyrotechnic operations throughout NC and is valid for three (3) years.

3. Both the Pyrotechnics Operator Permit and a local permit from the County Fire Marshal shall be required to conduct a pyrotechnic show.

4. In addition to the two (2) permits mentioned above, the event must be approved by the Board of County Commissioners in accordance with G.S. 14-413.

**As done in each year prior, additional liability insurance policies will be purchased and in place to cover the event.

ATTACHMENTS:

Description

- Application
- Insurance Policy
- Licensed Shooters
- Weldon Shell List

TOTAL COST:\$0

COUNTY COST:\$0

REQUEST: Recommend Board grant permission to Zambelli Fireworks Mfg. Co. to discharge / operate an outdoor pyrotechnics display for the Town of Weldon, contingent upon approval of a valid Operator's Permit for the NC Office of State Fire Marshal and meeting all relevant NC Fire Code Requirements.



Halifax County Planning & Development Services

PO Box 69 – 15 West Pittsylvania Street, Halifax, NC 27839 (252) 583-1082 Planning & Zoning (252) 583-4891 Building Inspections (252) 583-2288 E911 Addressing (252) 583-2735 Fax

Application for Fireworks Permit

- Weldon Name of body sponsoring display: _____ lou Address: 109 Washington 7890 54-1. 10/100 2. Names of persons actually in charge of firing the display: Name Address Zankelli Fireworks 120 3. Date and time of display: _ 2019 4. Exact location of display: ________ Falls Do 5. Persons who are assisting in the actual discharging of the fireworks: Name Experience (years Everette Bea
- 6. Numbers and types of fireworks to be discharged:

Attach a typed copy of the packing slip or inventory list

- 7. Manner and place of storage of fireworks prior to display:
- 8. Attach a diagram of the grounds on which the display is to be held showing the point at which the fireworks are to be discharged, the location of all buildings, highways, and other lines of communication, the lines behind which the audience will be restrained and the location of all nearby trees, telephone lines, power lines or other overhead obstructions.
- 9. I hereby submit a bond or certificate of insurance in the amount deemed adequate by the Fire Marshal for the payment of all damages which may be caused by reason of the permitted display, and arising from any acts of the permit holder, his agents, employees or subcontractors.
- I hereby certify that provisions have been made for the maintenance of distances and safeguards as required by NFPA 1123 or NFPA 1126 and the 2006 edition of the North Carolina Fire Prevention Code.

2019 Signature of Applicant Shauecec Dated

Applications must be submitted to the Fire Marshal at least 10 days before the fireworks display
A	CORD
1000	

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 04/08/2019

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						OIVAIL			/08/2019
THIS CERTIFICATE IS ISSUED AS A CERTIFICATE DOES NOT AFFIRMA' BELOW. THIS CERTIFICATE OF IN REPRESENTATIVE OR PRODUCER, A	nvel Sur/	Y OF	R NEGATIVELY AMEND DOES NOT CONSTITU	EXTE	ND OR ALT	ER THE CO	VERAGE AFFORDED	BY THE	E POLICIES
IMPORTANT: If the certificate holder If SUBROGATION IS WAIVED, subject this certificate does not confer rights	t to ti	he te	rms and conditions of t	he polk	cv, certain p	olicies may	NAL INSURED provisio require an endorseme	ns or bo nt. A st	endorsed. atement on
PRODUCER	69 611	0011		CONTA NAME:					
Allied Specialty Insurance, Inc. 10451 Gulf Blvd				PHONE	707 54		FAX (A/C, No)	727-3	67-5695
Treasure Island, FL 33706-4814				E-MAIL ADORE	and and and and	2)alliedspecial			
				- APANE	991		RDING COVERAGE		NAIC#
				INSURE		nsurance Con	and the second		12866
INSURED ZAMBELLI FIREWORKS MEG C		• ET	άl	INSURE					
120 Marshall Drive,	O , INC	ا علا رود	л ь	INSURE					
Warrendale, PA 15086				INSURE					
				INSURE	RE:				
				INSURE	RF:				
			E NUMBER:				REVISION NUMBER:		
THIS IS TO CERTIFY THAT THE POLICIE INDICATED. NOTWITHSTANDING ANY R CERTIFICATE MAY BE ISSUED OR MAY EXCLUSIONS AND CONDITIONS OF SUCH	PERT POLIC	REMEI AIN, CIES.	NT, TERM OR CONDITION THE INSURANCE AFFORD LIMITS SHOWN MAY HAVE	OF AN	Y CONTRACT THE POLICIE REDUCED BY	OR OTHER I S DESCRIBE PAID CLAIMS,	DOCUMENT WITH RESPE D HEREIN IS SUBJECT T	CT TO	WHICH THIS
IT TYPE OF INSURANCE	INSD	SUBR WVD	POLICY NUMBER		POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	IMI	T8	
	X		CPP0103167-06		02/01/2019	02/01/2020	EACH OCCURRENCE DAMAGE TO RENTED	\$ 1,00	0,000
							PREMISES (Ea occurrence)	\$ 100	,000
							MED EXP (Any one person)	\$ N/A	
							PERSONAL & ADV INJURY	\$ 1,000,000	
GEN'L AGGREGATE LIMIT APPLIES PER:							GENERAL AGGREGATE		000,000
POLICY PRO- JECT LOC							PRODUCTS - COMP/OP AGG	\$ 2,00	
OTHER:	_						Protection & Indemnity	\$ 1,00	
			CPP0103167-06		02/01/2019 02/01/20	02/01/2020	and a second state of second	\$ 1,000,000	
ANY AUTO OWNED SCHEDULED							BODILY INJURY (Per person)	\$	
AUTOS ONLY AUTOS HIRED NON-OWNED							BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)		
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rown of Weldon PO Box 551 Neldon, NC 27890				THE	EXPIRATION	DATE THE	ESCRIBED POLICIES BE C. REOF, NOTICE WILL I Y PROVISIONS.		
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ACORD

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CEDTIEICATE OF LIADILITY INCLIDANCE

DATE (MM/DD/YYYY)

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THIS CERTIFICATE IS ISSUED AS A CERTIFICATE DOES NOT AFFIRMAT BELOW. THIS CERTIFICATE OF IN REPRESENTATIVE OR PRODUCER, A	IVELY OI SURANCE ND THE O	R NEGATIVELY AMEND, E DOES NOT CONSTITU ERTIFICATE HOLDER.	EXTEND OR ALT	ER THE CO BETWEEN 1	VERAGE AFFORDED E THE ISSUING INSURER	(S), AU	POLICIES
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PRODUCER			CONTACT Dina Dani	ele			
The Graham Company			PHONE (A/C, No, Ext): 215-56		FAX (A/C, No);	215-52	5-0236
The Graham Building 1 Penn Square West			E-MAIL ADDRESS: DANIEL	UNIT@gral	namco.com		
Philadelphia PA 19102-			and the second sec	and the second se	IDING COVERAGE		NAIC #
			INSURER A : Argonau				19801
INSURED	ZAMBFIR-01		INSURER B : Pinnacle	Point Ins. Co			15137
Zambelli Fireworks Manufacturing Co. 120 Marshall Drive			INSURER C :				
Warrendale PA 15086			INSURER D :				
			INSURER E :				
			INSURER F :				
		E NUMBER: 1454801987			REVISION NUMBER:		A1/ 222/02
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PO Box 551 Weldon NC 27890			AUTHORIZED REPRESE				
					ORD CORPORATION.	All righ	ts reserved.

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Current Pyrotechnic License Holders

Select License Type of Interest

License Type © Pyrotechnic 1.3G O Pyrotechnic 1.4G O Proximate Audience License Level © Operator O Assistant

Get List

Get License Holder Information Pyrotechnic License Number Driver's License Number 1069 Search for License

> Holder's Full Name: Ben Everett Davis Business Name: Zambelli Fireworks Government ID By: North Carolina Government ID Type: Driver License ID Number: *******6413



License Number: 1069 License Type: 1.3G Pyrotechnic License Level: Operator License Status: Valid Expiration Date: 04/12/2022

Get a list of license holders by Last Name or Business/Employer Last Name Business/Employer

Search for List



Changes in NCDOI Operator(s) and Assistant(s)

Should the assigned NCDOI Operator(s) and/or Assistant Operator(s) become unavailable for a display due to illness, work schedule, emergency, etc... Zambelli will assign an equally qualified NCDOI Operator(s) and or Assistant Operator(s) who will carry with them evidence of their current licensing as provided by the NCDOI and will present such license to the AHJ upon request. Zambelli will also endeavor to notify all parties in the event any changes need to be made.

Boca Raton, FL Raleigh, NC Shafter, CA Myrtle Beach, SC 20 South Mercer Street New Castle, PA 16101 1.800.245.0397 Fax #724.658.8318 Walkersville, MD Denver, CO Cincinnati, OH

Shell Listing Town of Weldon Weldon, NC June 29, 2019

Shell Description

Quantity of Shells



Three Inch Assorted Shells Four Inch Assorted Shells Five Inch Assorted Shells 1.3g Multi-Shot Barrage Cakes _____

190

48

10

4

NO STORAGE REQUIRED

Fireworks **will not** be stored onsite. All fireworks will be delivered on the day of the display on a Zambelli Co. truck.

PROCEDURES FOR FAILURES

In the event that a shell fails to ignite or malfunctions we will follow the NFPA 1123 "Post Display Operations", specifically 9.5.2.1 – Unfired shells shall be permitted to either be 1) fired in accordance with the code or 2) packaged and returned to the supplier in compliance with all applicable regulations.



TO: Halifax County Board of Commissioners

FROM: Roland J Tellier - Fire Marshal

SUBJECT: Town of Halifax Fireworks Display

DATE: June 3, 2019 Regular Meeting

SUPPORTING INFORMATION:

1. During the 2009 legislative session, the General Assembly passed Senate Bill 563 and created G.S. 58-82A-1 aimed at preventing pyrotechnic disasters from occurring.

2. The new law, effective February 1, 2010, requires anyone discharging / operating pyrotechnics to attend a training course and earn a pyrotechnics Operator Permit through the NC office of State Fire Marshal. It permits the operator or assistant to conduct pyrotechnic operations throughout NC and is valid for three (3) years.

3. Both the Pyrotechnics Operator Permit and a local permit from the County Fire Marshal shall be required to conduct a pyrotechnic show.

4. In addition to the two (2) permits mentioned above, the event must be approved by the Board of County Commissioners in accordance with G.S. 14-413.

**As done in each year prior, additional liability insurance policies will be purchased and in place to cover the event.

ATTACHMENTS:

Description

- Halifax Application
- Insurance Policy
- License for Shooter
- D Town Letter
- Shell list

TOTAL COST:\$0

COUNTY COST:\$0

REQUEST: Recommend Board grant permission to Ed Johnson to discharge / operate an outdoor pyrotechnics display for the Town of Halifax, Halifax Lions Club and Halifax Fire & Rescue, Inc., contingent upon approval of a valid Operator's Permit for the NC Office of State Fire Marshal and meeting all relevant NC Fire Code Requirements.



Halifax County Planning & Development Services

PO Box 69 – 15 West Pittsylvania Street, Halifax, NC 27839 (252) 583-1082 Planning & Zoning (252) 583-2288 E911 Addressing (252) 583-2735 Fax

(252) 583-4891 Building Inspections (252) 583-2735 Fax

Application for Fireworks Permit

- Name of body sponsoring display: <u>Town of Halifax</u> Address: <u>King Street</u>
 Names of persons actually in charge of firing the display: <u>Name</u> <u>Address</u> <u>Ed Johnson</u> HRF
- 3. Date and time of display: July 4th , 2019 9;15 PM
- 4. Exact location of display: Ferrell Lane, Halifax, NC
- 5. Persons who are assisting in the actual discharging of the fireworks:

 Name
 Age

 John White
 50

 30 +
- 6. Numbers and types of fireworks to be discharged:

Attach a typed copy of the packing slip or inventory list

- 7. Manner and place of storage of fireworks prior to display: <u>Locked enclosed trailer on site</u>, HCSD will provide security
- 8. Attach a diagram of the grounds on which the display is to be held showing the point at which the fireworks are to be discharged, the location of all buildings, highways, and other lines of communication, the lines behind which the audience will be restrained and the location of all nearby trees, telephone lines, power lines or other overhead obstructions.
- 9. I hereby submit a bond or certificate of insurance in the amount deemed adequate by the Fire Marshal for the payment of all damages which may be caused by reason of the permitted display, and arising from any acts of the permit holder, his agents, employees or subcontractors.
- 10. I hereby certify that provisions have been made for the maintenance of distances and safeguards as required by NFPA 1123 or NFPA 1126 and the 2006 edition of the North Carolina Fire Prevention Code.

Dated 5/20/2019 Signature of Applicant

Applications must be submitted to the Fire Marshal at least 10 days before the fireworks display



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 02/15/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER. IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy[les] must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement.

PRODUCER:	CONTACT NAME: C. Philip Hedson	
CPH & Associates 711 S Dearborn & Ste 205 Chicago, IL 60605 INSURED:	PHONE FAX (A/C, No, Ext): 312-987-9823 (A/C, No, Ext) E-MAIL ADDRESS: info@ephins.com	: 312-987-0902
Town of Halifax 24 South King Sineet	INSURER A: Philadelphia Indemnity Insurance Company	NAIC #
lalifax, NC 27839	INSURER B:	10000
	INSURER C: INSURER D:	
	NOURER E:	
	INSURER F:	

COVERAGES CERTIFICATE NUMBER

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES, LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.
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DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) Effective Date: 07/04/2019

End Date: 07/05/2019 Venue Location: Halifax County Courthouse Complex, Farell Lane, Halifax, NC 27839

Certificate Holder is also added as Additional Insured

CERTIFICATE HOLDER

CANCELLATION

Halifax Fire and Rescue, Inc SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE 110 South Bradley Drive Halifax, NC 27839 POLICY PROVISIONS. (Philo Hoston AUTHORIZED REPRESENTATIVE C. Philip Hodson

ACORD 25 (2014/01)

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PRODUCER: CPH & Associates	CONTACT NAME: C. Philip Hodson							
CPH & Associates 711 S Dearborn St, Sta 205 Chicago, IL 60605 INSURED: Town of Halifax 24 South King Street Halifax, NC 27839	PHONE (A/C, No, Ext): 312-987-9823							
INSURED:	ADDRESS: info@cphins.com							
	INSURER(8) AFFORDIN	G COVERAGE	NAIC #					
	INSURER A: Philadelphia Indemnity Insurance C	Company	18059					
Halfax, NC 27839	INSURER 8:							
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CANCELLATION

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AUTHORIZED REPRESENTATIVE

C. Philip Hodson

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CERTERCATE HOLDER

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State Fire Marshal OFFICE OF STATE FIRE WARSHAI BRINN TRYLIC Senior Deputy Commissioner Assistant State Fire Marshal

Clearance Status

Cleared

NOTICE OF CLEARANCE 03/22/2019 for individuals transporting, shipping, receiving, or possessing explosive materials.

NOTICE DATE: 03/22/2019

EXPIRATION DATE: This Notice expires when superseded by a newer Notice which will list all current responsible persons and employee possessors, or when the license or permit expires - whichever cousts first.

This 'Notice of Clearance' is issued to: PYI Federal Explosives license/permit no.: 8-P/	ROTECNICO FIREWORKS INC A-073-23-11-12122	1911 (1919) 1911 (1919)	" <u> </u>	a
Explosives License/Permit Type : 23-D	MPORTER OF ICENCOLIVES	PYROTECNICO 255 WILSON RO MONISASTEE, PA 18101		
	-		4/191 (*)	. Ser

LAST NAME, First Name, Middle Name 5 . 25

0432 JOHNSON, EDWARD FRANKLEN

Town of Halifax

PO Box 222 24 South King Street Halifax, NC 27839 Phone (252) 583-6571 Fax (252) 583-3234 Townofhalifax@yahoo.com

1/10/2019

Sheriff Wes Tripp Halifax County Sheriff Department PO Box 36 Halifax, NC 27839 Fax# 252-583-2698

Dear Sheriff Tripp,

As you may be aware, the Annual July 4th Celebration and Fireworks Display in Halifax is planned for the evening of Monday, July 4, 2019 at the Halifax County Courthouse Complex in Halifax. This year, there will be a DJ playing a variety of music, games and various activities for both children and adults beginning around 6:00 p.m. There will be a brief ceremony at 8:00 p.m, followed by the National Anthem. Fireworks will be planned for around 9:15 p.m. Vendors will be by permit only, these will be issued thru the Town Office.

The primary sponsors for this event are the Town of Halifax and Halifax Fire and Rescue, Inc.

We would like to request the assistance of your agency, and if you feel it necessary, the NC Highway Patrol, to help with traffic and parking before, during and after the event. All events will be held at the Courthouse Complex, and parking will be available in the fields around the complex, except for those marked as safety areas (near fireworks display). There should also be some parking on the area streets in Halifax.

The assistance of your agency would be greatly appreciated by the Town and the sponsors. If you have any suggestions or concerns, please contact either Sharon Vick Clark at Town Hall, (583-6571) or Ed Johnson, at Halifax County Operations (583-2761).

Thank you for helping us make this event a successful and fun celebration for our entire community.

Sincerely, John L. Write John L. White, Mayor

Asst. Fire Chief, Halifax Fire and Rescue, Inc.

Cc: Phil Ricks, Halifax County Emergency Management Ed Johnson, Chief, Halifax Fire and Rescue, Inc.

Town of Halifax

PO Box 222 24 South King Street Halifax, NC 27839 Phone (252) 583-6571 Fax (252) 583-3234 Townofhalifax@yahoo.com

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Thank you for helping us make this event a successful and fun celebration for our entire

Sincerely, ond white ouc John L. White, Mayor Asst. Fire Chief, Halifax Fire and Rescue, Inc.

Cc: Phil Ricks, Halifax County Emergency Management Ed Johnson, Chief, Halifax Fire and Rescue, Inc.



Pyrotecnico P.O. Box 149 New Castle PA 16103 (724) 652-9555

Bill To

Ms. Sharon Vick Town of Halifax P.O. Box 222 Halifax NC 27839-0222 United States

Sales Order

Date Order #

1/15/2019 SO-C34447

Net 10

Terms P.O. # Sales Rep Show Date Allow Cross-Subsidia...

Pruett, Justin 7/4/2019 No

hip Show	Description Fireworks Ship Show - Display Date: July 4, 2019	1) and an and a
	- neworks Sinp Show - Display Date: July 4, 2019	
	Signed Order Forms received January 11, 2019	
	Pre-Delivery payment received January 11, 2019	
	remaining compensation due upon fireworks product delivery	
	We also accept WIRE & ACH payments:	
	Pyrotecnico Fireworks, Inc.	
	PNC Bank	
	500 First Avenue	
	Pittsburgh, PA 15219	
	ABA: 043000096	
6	Account Number: 6004720221	
	Routing Number: 043300738 SWIFT Code: PNCCUS33	
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PNC BANK, 500 First Ave, Pittsburgh PA ABA 043000096



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TO: Halifax County Board of Commissioners

FROM: Roland J Tellier - Fire Marshal

SUBJECT: Town of Hobgood Fireworks Display

DATE: June 3, 2019 Regular Meeting

SUPPORTING INFORMATION:

1. During the 2009 legislative session, the General Assembly passed Senate Bill 563 and created G.S. 58-82A-1 aimed at preventing pyrotechnic disasters from occurring.

2. The new law, effective February 1, 2010, requires anyone discharging / operating pyrotechnics to attend a training course and earn a pyrotechnics Operator Permit through the NC office of State Fire Marshal. It permits the operator or assistant to conduct pyrotechnic operations throughout NC and is valid for three (3) years.

3. Both the Pyrotechnics Operator Permit and a local permit from the County Fire Marshal shall be required to conduct a pyrotechnic show.

4. In addition to the two (2) permits mentioned above, the event must be approved by the Board of County Commissioners in accordance with G.S. 14-413.

**As done in each year prior, additional liability insurance policies will be purchased and in place

ATTACHMENTS:

Description

- Application
- Insurance Policy
- License for Shooter
- Shell list and Map

TOTAL COST:\$0

COUNTY COST:\$0

REQUEST: Recommend Board grant permission to Danny Ellis to discharge / operate an outdoor pyrotechnics display for the Hobgood Volunteer Fire Department, Inc., contingent upon approval of a valid Operator's Permit for the NC Office of State Fire Marshal and meeting all relevant NC Fire Code Requirements.



Halifax County **Planning & Development Services**

PO Box 69 - 15 West Pittsylvania Street, Halifax, NC 27839 (252) 583-1082 Planning & Zoning (252) 583-4891 Building Inspections (252) 583-2288 E911 Addressing (252) 583-2735 Fax

Application for Fireworks Permit

- 1. Name of body sponsoring display: Hobgood Fire Dep Address: Po Box 218 Hobgcod NC27843
- 2. Names of persons actually in charge of firing the display: Darry Ellis 3173 Hobgood Rd. Hobgood NC27843 Name
- 3. Date and time of display: July 4,2019 at 9:00 pm ALT time July 6,2019 9:00 pm 4. Exact location of display: Behind Fire Dep building at 100 commerce St Hobgood NC.
- 5. Persons who are assisting in the actual discharging of the fireworks: Name Chips Mypers Wappen Cross Age Experience (year
- 6. Numbers and types of fireworks to be discharged:
 - *Attach a typed copy of the packing slip or inventory list*
- 7. Manner and place of storage of fireworks prior to display: Hobgood Fire Dep Storage building
- 8. Attach a diagram of the grounds on which the display is to be held showing the point at which the fireworks are to be discharged, the location of all buildings, highways, and other lines of communication, the lines behind which the audience will be restrained and the location of all nearby trees, telephone lines, power lines or other overhead obstructions.
- 9. I hereby submit a bond or certificate of insurance in the amount deemed adequate by the Fire Marshal for the payment of all damages which may be caused by reason of the permitted display, and arising from any acts of the permit holder, his agents, employees or subcontractors.
- 10. I hereby certify that provisions have been made for the maintenance of distances and safeguards as required by NFPA 1123 or NFPA 1126 and the 2006 edition of the North Carolina Fire Prevention Code.

Dated May 13 2019 Signature of Applicant Darry Ellis

Applications must be submitted to the Fire Marshal at least 10 days before the fireworks display



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Terms:

Bill To: HOBGOOD BEAUTIFICATION COMITTEE, DANNY **ELLIS** TOWN OF HOBGOOD 207 W COMMERCE ST HOBGOOD, NC 27843

HOBGOOD BEAUTIFICATION COMITTEE, DANNY ELLIS TOWN OF HOBGOOD 207 W COMMERCE ST HOBGOOD, NC 27843

Phone: 252-578-1732 Cust PO:

Reference:		Ship Via:	Soloon			
Code	Quantity	Description	Salesp Status		Link Oast	Photo de la
		Bulk Shells	Status	Case Cost	Unit Cost	Extended
BPA036K	1	SMOKE N MIRRORS BULK 16-10	IN	248.00	1.55	248.00
		Mortar Tubes	82 N	2-10.00	1.00	240.00
BP2919	1	AMERICAN CHIEF 12-12	IN	110.04	0.47	440.04
SW821	1	ZILLIONAIRE 6-2-6	IN		9.17	110.04
		Multi Shots	IN	109.44	18.24	109.44
BP2099	1	EVIL ENEMY 36 shot 12-1	IN I	00.40		
Y23297	1	RED, WHITE, BLUE 12 shot 16-1	IN	80.40	6.70	80.40
		Multishots 500G	IN	65.44	4.09	65.44
BP2975	1	BLOND JOKE 36 shot 4-1				
BP2979	1		IN	74.44	18.61	74.44
3PA0132	1	SATURDAY NIGHT SPECIAL 36 shot 4-1	IN	74.44	18.61	74.44
	1	HYDROGEN BOMB 36 shot 4-1	IN	76.64	19.16	76.64
CE15681	1	PATRIOTISM 16 shot 4-1	IN	63.04	15.76	63.04
CE15741	1	AMERICAN HERITAGE 9 shot 4-1	IN	84.80	21.20	84.80
CE16111	1	USA 41 shot 4-1	IN	77.44	19.36	
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PYK633	1	THIRSTY THURSDAY 33 shot fan 4-1		87.84	21.96	87.84
PYK658		PARTY LIKE A ROCK STAR 24 shot 3-1	IN	94.28	23.57	94.28
			IN	77.25	25.75	77.25

TOTAL CASE COUNT: 14

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TOTAL WEIGHT: 588.30

Product Total:	1,323.49
Tax:	0.00
Freight:	316.43
Total:	1,639.92
Paid:	0.00
Balance:	1,639.92

As a condition of this sale I hereby state/promise/agree that I will sell or use this merchandise in strict compliance with all applicable state/local/federal laws. I also agree Victory Fireworks and agents thereof will not assume liability in any legal action for injury occurring during transportation/handling/storage/use/sale of these fireworks. I received this merchandise in good condition.

Order #:

Page:





TO: Halifax County Board of Commissioners

FROM: Michael Pittman, Operation Restart Director

SUBJECT: Operation Restart Discretionary Funds Award

DATE: June 3, 2019 Regular Meeting

SUPPORTING INFORMATION:

Operation Restart was awarded \$2,800 in discretionary funds to purchase equipment needed for the program. There is a 10% cash match that is required and Mr. Pittman has that funding for a total of \$3,080.

ATTACHMENTS:

Description

D Discretionary funds awarded 2019

TOTAL COST:3,080.00

COUNTY COST:

REQUEST: Approval to accept the additional funding of discretionary funds approved for the Operation Restart Grant.



North Carolina Department of Public Safety

Adult Correction and Juvenile Justice-Juvenile Community Programs

Roy Cooper, Governor Erik A. Hooks, Secretary Reuben F. Young, Interim Chief Deputy Secretary William L. Lassiter, Deputy Secretary Cindy Porterfield, Director

May 7, 2019

Dear Program Manager:

Congratulations! The Juvenile Community Programs Section is pleased to announce that <u>Halifax</u> <u>Operation ReStart</u> has been awarded discretionary funding in the amount of <u>\$2,800</u> for FY 2018-19! This award is to fund (or partially fund) the requested purchase of <u>a new computer and printer plus</u> <u>some office equipment</u>. In order to complete the award process, please access NCALLIES, complete a Program Agreement Revision, and prompt your Area Consultant via email once the revision is completed. Also, please be mindful that discretionary awarded funds require a local match. (Note: The purchase of equipment or capital outlay requires a <u>cash</u> match. As an exception, increases to a JCPC administrative fund do not require cash match.)

We provide this timely notification of discretionary fund awards to ensure that all local approvals by the JCPC and local county commission boards may be accomplished. Please note the following timeline to insure timely disbursement of discretionary fund awards:

- May 7, 2019 (COB) Discretionary Award Notifications made to providers/ JCPCs.
- May 7, 2019 May 15, 2019 Programs/JCPCs awarded discretionary funds submit Program Agreement Revisions in NCALLIES for Consultant review, approval, and release for DocuSign electronic signatures.

Note: Program providers must follow the practices of the local JCPC when requesting discretionary funds to insure that JCPCs and County Commission Boards have ample time to approve county allocation increases via discretionary awards.

 Programs completing all Program Agreement Revision signatures prior to May 24th will be eligible for a May disbursement. The section will complete a second disbursement the last week of May to counties.

Thank you for your continued investment in the youth and families of North Carolina through the valuable services that you offer. It is our hope that this discretionary fund award will further enhance the services provided to our youth by your agency.

Kind regards,

Carrily Fortunfield

Cindy Porterfield, Director Juvenile Community Programs

Cc: JCPC Chairperson County Finance Officer

> MAILING ADDRESS: 4212 Mail Service Center Raleigh, NC 27699-4212

> > www.ncdps.gov



STATE OFFICE LOCATION: 3010 Hammond Business Place Raleigh, NC 27603 Telephone: (919) 733-3388

An Equal Opportunity Employer



TO: Halifax County Board of Commissioners

FROM: Rose Lewis, Aging Program Coordinator

SUBJECT: Gregory B. Davis Foundation Donation

DATE: June 3, 2019 Regular Meeting

SUPPORTING INFORMATION:

As a result of the Gregory B. Davis Annual Motorcycle Ride, Gregory B. Davis Foundation made a donation in the amount of \$200.00 to Halifax County Council on Aging to benefit veterans who may need assistance with travel to medical appointments.

ATTACHMENTS:

Description

Gregory B. Davis Foundation Donation

TOTAL COST:\$200.00

COUNTY COST:\$0.00

REQUEST: Approve the receipt of funds, the budgeting of the amount received and authorize the County Manager, County Attorney and Finance Director to sign all the necessary documents.



Post Office Box 322 • Garysł 252-536-3799 (NC) • 240-60: www.gbdf.org

April 23, 2019

Rose Lewis Aging Program Coordinator Halifax County Council on Aging 26 N King St. POB 646 Halifax, NC 27839

Dear Ms. Lewis:

Enclosed is a check in the amount of \$200. This donation is a result of our, Gregory B. Davis I annual motorcycle ride. The funds are to benefit veterans who may need assistance with trav for medical appointments.

Sincerely,

Brinda DBracy

Brenda D. Bracey Chief Financial Officer



CHARMAN

MAURICE DAVIS, DDS BOARD MEMBER

NIASHA FRAY, MPH, MsPH BOARD MEMBER EDNA DAVIS BROWN, MPH PRESIDENT/CEO

VALENCIA W. DAVIS, MS BOARD MEMBER

ERVIN GRIFFIN, SR, PhD BOARD MEMBER BRENDA D. BRACEY CHIEF FINANCIAL OFFICER HATTIE I HONOR/ PRESIDE

DANIELLE MOORE, MA BOARD MEMBER

AUDREY HARDY, RN, MSN ADVISORY MEMBER MARGO ADVISOF



TO: Halifax County Board of Commissioners

FROM: Renee Perry, HR Management Director

PRESENTER: County Commissioners

SUBJECT: Retirement Resolution - Peggy G. Harding, Department of Social Services

DATE: June 3, 2019 Regular Meeting

SUPPORTING INFORMATION:

Please adopt the retirement resolution and recognize Peggy G. Harding for her service to the county. Attached is the retirement resolution.

ATTACHMENTS:

Description

Retirement Resolution - Peggy G. Harding

TOTAL COST:

COUNTY COST:

REQUEST: Adopt the retirement resolution and recognize Ms. Harding for her service to the county.

Resolution

- Source Whereas, Peggy G. Harding, decided to retire as an Income Maintenance Caseworker III with the Halifax County Department of Social Services effective April Thirtieth of the Year Two Thousand and Nineteen; and
- Solution WHEREAS, she has spent Thirty years with local government; Peggy 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.
- Solution, 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



TO: Halifax County Board of Commissioners

FROM: Renee Perry, HR Management Director

PRESENTER: County Commissioners

SUBJECT: Retirement Resolution - Brenda R. Mason, Department of Social Services

DATE: June 3, 2019 Regular Meeting

SUPPORTING INFORMATION:

Please adopt the retirement resolution and recognize Brenda R. Mason for her service to the county. Attached is the retirement resolution.

ATTACHMENTS:

Description

Retirement Resolution - Brenda R. Mason

TOTAL COST:

COUNTY COST:

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

Resolution

- Souther Whereas, Brenda R. Mason, decided to retire as a Public Information Assistant IV with the Halifax County Department of Social Services effective May Thirty-First of the Year Two Thousand and Nineteen; and
- Solution WHEREAS, she has spent Twenty years with local government; Brenda 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.
- Solution, 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



TO: Halifax County Board of Commissioners

FROM: Renee Perry, HR Management Director

PRESENTER: County Commissioners

SUBJECT: Retirement Resolution - Lisa P. Dickens, Public Health System

DATE: June 3, 2019 Regular Meeting

SUPPORTING INFORMATION:

Please adopt the retirement resolution and recognize Lisa P. Dickens for her service to the county. Attached is the retirement resolution.

ATTACHMENTS:

Description

Retirement Resolution - Lisa P. Dickens

TOTAL COST:

COUNTY COST:

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

Résolution

South WHEREAS, LISA P. DICKENS, decided to retire as an Accounting Clerk IV with the Halifax County Public Health System effective April Thirtieth of the Year Two Thousand and Nineteen; and

Solution WHEREAS, she has spent Thirty years with local government; Lisa 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.

Solution, 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



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: June 3, 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.



TO: Halifax County Board of Commissioners

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

PRESENTER: Chris Rountree, Planning Director

SUBJECT: Halifax County Solar Energy Systems Ordinance

DATE: June 3, 2019 Regular Meeting

SUPPORTING INFORMATION:

After receiving public comment on March 20 and May 15, the Halifax County Planning Board recommends the adoption of the proposed Halifax County Solar Energy Systems Ordinance. Because this is a land use ordinance, you are required to conduct a public hearing pursuant to G.S. 153A-323. A copy of the notice of public hearing, the Planning Board's recommendation and the proposed ordinance are attached.

ATTACHMENTS:

Description

- Public Hearing Opening Statement
- Notice of Public Hearing
- Recommendation of Planning Board
- D Proposed Solar Energy Systems Ordinance

TOTAL COST:N/A

COUNTY COST:N/A

REQUEST: Conduct a public hearing concerning the proposed Halifax County Solar Energy Systems Ordinance.



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 ON PROPOSED ADOPTION OF THE HALIFAX COUNTY SOLAR ENERGY SYSTEMS ORDINANCE

Pursuant to G.S. 153A-323, the Halifax County Board of Commissioners gives notice of a public hearing to be held during its regular meeting on June 3, 2019 at 9:30 a.m. in the Commissioners' Meeting Room located on the second floor of the Historic Courthouse, 10 N. King St., Halifax, NC, concerning the proposed adoption of a county ordinance regulating solar energy systems.

A copy of the proposed solar energy systems ordinance can be obtained by contacting the Halifax County Planning and Development office at (252) 583-1082.

All persons interested in these proposed text amendments are encouraged to attend the public hearing to express their views.

Halifax County will provide reasonable accommodation and service for any qualified disabled person attending the public hearing. To request such accommodations please contact Andrea H. Wiggins, Clerk to the Board, at (252) 583-1131 three (3) days prior to the public hearing.

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

Publication dates: May 22, 2019 May 29, 2019



Halifax County **Planning & Development Services** PO Box 69 - 26 North King Street, Halifax, NC 27839 (252) 583-1082 Planning & Zoning (252) 583-2288 E911 Addressing

(252) 583-4891 Building Inspections (252) 583-2735 Fax

- TO: Halifax County Board of Commissioners
- FROM: Chris D. Rountree, Director
- **DATE:** May 16, 2019
- **SUBJECT: Review and Recommendations of the Halifax County Planning Board** Pertaining to the Proposed Halifax County Solar Energy Systems Ordinance

ITEM

During its regular scheduled meeting on May 15, 2019, the Halifax County Planning Board held a public meeting on the proposed Halifax County Solar Energy Systems Ordinance. Following the public input and discussion, the Planning Board unanimously recommended approval of the draft of the ordinance that is to be included in your June 3, 2019 regular meeting agenda packet.

Proposed Halifax County Solar Energy Systems Ordinance Halifax County Board of Commissioners Introduced June 3, 2019

Code of Ordinances of Halifax County, North Carolina

Chapter 46. Planning

Article III. Solar Energy Systems

Sec. 46-34. - Authority and Short Title.

This ordinance is adopted pursuant to Chapter 153A, Article 18, North Carolina General Statutes and shall be known and may be cited and referenced as the Halifax County Solar Energy Systems Ordinance.

Sec. 46-35. - Purpose.

The purpose of this article is to facilitate the construction, installation, and operation of Solar Energy Systems (SESs) in Halifax County 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. It is the intent of this ordinance to encourage the development of SESs that reduce reliance on foreign and out-of-state energy resources, bolster local economic development and job creation, support the diversification of the state's energy portfolio, strengthen energy and grid security, reduce greenhouse gas emissions, reduce local air and water pollution, and aid North Carolina in meeting its Renewable Portfolio Standard. This article is not intended to abridge safety, health or environmental requirements contained in other applicable codes, standards, or ordinances. The provisions of this article shall not be deemed to nullify any provisions of local, state or federal law.

Sec. 46-36. - Definitions.

a. Solar Energy System (SES) means the components and subsystems required to convert solar energy into electric or thermal energy suitable for use. The area of the system includes all the land inside the perimeter of the system, which extends to any fencing. The term applies, but is not limited to, solar photovoltaic (PV) systems, solar thermal systems, and solar hot water systems. A system fits into one of three system types: Level 1 SES, Level 2 SES, and Level 3 SES.

b. Level 1 Solar Energy System (Level 1 SES) includes the following:

- (1) an SES that is roof-mounted on an otherwise code-compliant structure.
- (2) a ground-mounted SES covering an area of one acre or less, but no more than
 - 50% of the footprint area of the primary structure on the parcel, if any.
- (3) an SES covering a permanent parking lot or other hardscape area.

(4) a building integrated SES (i.e., shingle, hanging solar, canopy, etc.).

c. *Level 2 Solar Energy System* (Level 2 SES) means a ground-mounted system not included in Level 1 that meets the area restriction of the particular zoning district specified below:

(1) R-A (residential agricultural):	SES $\leq 1/2$ acres
(2) HB (highway business):	SES ≤10 acres
(3) LI (light industrial):	SES of any size
(4) HI (heavy industrial):	SES of any size
(5) EHI (enhances heavy industrial):	SES of any size
(6) O&I (office and institutional):	SES ≤10 acres
(7) AP (airport district):	SES ≤10 acres

d. *Level 3 Solar Energy System* (Level 3 SES) means any SES that does not satisfy the parameters for a Level 1 or Level 2 Solar Energy System.

Sec. 46-37. - Applicability

This article applies to the construction of any new SES within the planning jurisdiction of Halifax County.

This article shall not apply to any SES that was permitted prior to the effective date hereof, provided, however, that modifications to any SES that increase the SES area by more than 5% of its original footprint, or changes to the type of solar panel used in any SES (e.g. a change from photovoltaic to solar thermal panels) shall be subject to the applicable provisions of this article.

Maintenance or repair to an SES is not subject to this article.

Sec. 46-38. - Compliance With Other Codes, Rules and Regulations.

This article does not supersede, supplant or preempt other applicable local, state or federal ordinances, codes, statutes, rules or regulations related to the site, design, construction and use of solar energy systems, including the issuance of all related permits. Such matters include, but are not limited to, county building codes (including applicable building, electrical and plumbing permits), avoidance of wastewater systems as required by the N.C. Dept. of Health and Human Services, storm water permits as may be required by the N.C. Dept. of Environmental and Natural Resources, regulations related to historic districts and sites, and FAA regulations related to SESs that are proximate to airport facilities.

In addition to compliance with this article, an SES must be constructed in accordance with established county building codes.

Sec. 46-39. - Zoning Permits Required.

The type of zoning permit required under the Halifax County Zoning Ordinance is displayed in Table 1: Permit Requirements. A separate Conditional Use Permit application shall be required for each non-contiguous parcel. Compliance or proposed compliance with this article alone does not establish a prima facie case of compliance with the separate standards that must be met for a conditional use permit.

le I: Permit	Requi	remen	ls													
		Types of Zoning Permit Required: P= Permitted Use; D= Applicable Development Standards; CUP= Conditional Use Permit														
Zoning District	RA	R-12	R-8	R-6	LR	GC		HB	LB	NSD		IH	EHI	0&1	AP	PUD
Solar Energy Facilities													1			
Roof- mounted, parking lot cover, or building integrated (Level 1)	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р
Ground- mounted:													I	<u> </u>	<u> </u>	
up to 50% of the footprint of the primary structure (Level 1)	Р	Р	Р	Р	Р	Р	р	Р	Р	Р	Р	Р	Р	Р	Р	Р
$\leq 1/2$ acre (Level 2)	CUP	CUP	C U P	C U P	C U P	C U P	C U P	D	D	D	D	D	D	D	D	CUP
	CUP	CUP	C U P	C U P	C U P	C U P	C U P	D	D	D	D	D	D	D	D	CUP
>10 acres (Level 2 or 3)	CUP	CUP	C U P	C U P	C U P	C U P	C U P	D	D	D	D	D	D	CUP	D	CUP

 Table 1: Permit Requirements

Sec. 46-40. - Parcel Line Setbacks.

a. The parcel line setbacks for a Level 1 SES are those applicable to the zoning district where the SES is to be located. Provided, a ground-mounted Level 1 SES must comply with the district front yard limitations and setbacks, or otherwise not impair sight distance for safe access to or from the property or other properties in the vicinity. Provided further, a Level 1 SES is not subject to screening requirements typically applied to accessory utility systems (HVAC, dumpsters, etc.).

- b. For Level 2 and 3 SESs, all structures and security fencing shall meet the following setbacks:
 - 1. 150' front property line setback;
 - 2. 50' side and rear property line setback;
 - 3. 150' setback from adjacent residential structures;
 - 4. 100' minimum setback from adjacent water bodies, wetlands, or any other additional setback required by the Army Corps of Engineers or the N.C. Dept. of Environmental and Natural Resources;
 - 5. 1/2 mile setback from the centerline of U.S. Highways 301, 158 and 258;
 - 6. 1/4 mile setback from the centerline of Interstate 95, provided, however, there shall be a setback with a radius of one mile from the point where the centerline of Interstate 95 intersects with the centerline of NC Highway 903, NC Highway 561 and NC Highway 481.

Sec. 46-41. - Height Limitations.

The height limitations of and SES will be measured from the highest natural grade below each solar panel. For a Level 1 SES the maximum height allowed shall be that allowed in the applicable zoning district. For a Level 2 or 3 SES the height limitation shall be 25 feet.

Sec. 46-42. - Other Level 1 Solar Energy System Requirements.

A Level 1 SES is a permitted use in all zoning districts provided it meets the applicable height, setback and related district standards.

Sec. 46-43. - Other Level 2 and 3 Solar Energy System Requirements.

For a Level 2 or 3 SES, the following requirements are in addition to the applicable setback, height and zoning district standards:

- a. All exterior sides of the security fence shall be screened with a landscape buffer that meets one of the following criteria:
 - 1. Existing on-site mature vegetation at a minimum height of ten (10) feet and depth of fifty (50) feet remains between the security fence and adjacent property including rights-of-way; or
 - 2. A single row of evergreens in combination with mature vegetation, installed at a height of five (5) feet achieving opaqueness and a minimum height of ten (10) feet in five years; or
 - 3. A double row of off-set evergreens absent existing mature vegetation, installed at a height of five (5) feet achieving opaqueness and a minimum height of ten (10) feet in five years; or
 - 4. A berm combined with evergreen vegetation installed at a height of five (5) feet achieving opaqueness and a minimum height of ten (10) feet in five years.
- b. Level 2 and 3 SESs shall be developed in accordance with an approved site plan that includes the following information:
 - 1. The location of the solar farm facility (including the arrangement of any existing or proposed buildings, structures, or panels);
 - 2. The distance from any proposed solar farm facility or structure to the surrounding property lines;
 - 3. Any existing or proposed signs, fencing, lighting, construction and permanent parking areas, driveways, landscaping, vegetative screening or required buffers. All parking must be located outside of the state highway right-of-way;
 - 4. Horizontal and vertical (elevation) to-scale drawings with dimensions of proposed solar collector structures.
- c. Solar energy components must have a UL listing and must be designed with anti-reflective coating(s).
- d. Landscape buffers, ground cover, security fences, gates, and signage must be maintained in good condition until the solar farm is dismantled and removed from

the site. Grass, weeds, and other ground cover must not exceed 12 inches in height at any time.

- e. Decommissioning.
 - 1. A decommissioning plan shall be required as part of the Conditional Use Permit application. The decommissioning plan shall be prepared by a third party engineer not associated with the engineer or engineering firm that prepared or sealed the site plan. It must be signed by the party responsible for decommissioning and all landowners of property included in the SES. The party responsible for decommissioning shall be either the SES owner or the landowner(s). The following items are required to be addressed or included in the decommissioning plan:
 - a. A description of any agreement (e.g. lease) with all landowners regarding decommissioning;
 - b. The identification of the landowner(s), the SES owner, and the party responsible for decommissioning;
 - c. The type of solar panels and other SES components that will be installed on the site;
 - d. The estimated cost, calculated by the third party engineer, for the removal of the SES components, including solar panels, buildings, cabling, electrical components, roads, fencing, and all other associated facilities, including those below grade. The cost of grading and re-seeding of disturbed earth following removal of the SES components shall be included in the estimated decommissioning cost.
 - 2. Prior to the issuance of the zoning permit, the decommissioning plan shall be recorded by the applicant in the Halifax County Register of Deeds Office.
 - 3. Prior to the commencement of construction, the party responsible for decommissioning shall provide performance security in the form of a bond, cash escrow, or irrevocable letter of credit in favor of the County in an amount equal to one and a quarter times the professionally estimated decommissioning cost. Such performance security, whether bond or letter of credit, shall be issued on terms and conditions equivalent to those required for performance bonds under Article 3, Chapter 44A, North Carolina General Statutes. Should the responsible party elect to use an irrevocable letter of credit, it shall be issued by a federally chartered bank with a branch office in northeastern North Carolina in favor of Halifax County. The form of the bond or letter of credit shall be subject to the prior approval of the Planning Director. The surety or institution issuing

the performance security shall provide the county at least 90 days advance notice of any renewal, cancellation, termination, or expiration of the performance security. The performance security shall remain in full force and effect until the SES site is restored to a condition comparable to that which existed prior to the issuance of the Conditional Use Permit. Failure of the responsible party to maintain the performance security in continuous full force and effect shall constitute grounds for revocation of the Conditional Use Permit or zoning permit.

- 4. The decommissioning plan and estimated cost of removal shall be updated every 5 years or upon change of land ownership or SES ownership. All updates to the plan shall be recorded in the Halifax County Register of Deeds Office. The performance security shall be adjusted accordingly within 30 days from the date of recording of the updated decommissioning plan.
- 5. The responsible party shall have 12 months to complete decommissioning of the facility if no energy is generated for a continuous period of 12 months. For purposes of this section, this 12 month period shall not include delay resulting from force majeure.
- 6. The decommissioning performance security shall be drawn in an amount equal to the last estimated removal costs of the SES in the event the responsible party fails to decommission the SES pursuant to the requirements of this article.
- 7. Notwithstanding the terms and conditions of any agreement between the landowner, the SES owner or any third party designated as the party responsible for decommissioning, the landowner shall be ultimately responsible for proper decommissioning if the responsible party fails to decommission the SES in accordance with this article.
- 8. SES components will not be received or handled at any solid waste disposal or recycling facility owned, operated or under contract with Halifax County.

f. Abandonment.

A Level 2 or 3 SES that ceases to produce energy on a continuous basis for 12 months will be considered abandoned unless the SES owner provides substantial evidence (updated every 6 months after 12 months of no energy production) to the Planning Director of the intent to maintain and reinstate the operation of that facility. Upon a determination of abandonment, the Planning Director shall notify the responsible party (or parties) that they must remove the SES and decommission the site in accordance with this article. If the responsible party (or parties) fails to comply, the Planning Director may remove the SES, sell

any removed materials, make demand on the performance security, initiate judicial proceedings or take any other enforcement action available against the responsible party or the landowner to recover the cost of proper decommissioning of the site.

Sec. 46 - 44. Administration; Rules, Procedures, Forms.

The Planning Director, with the concurrence of the County Manager, is authorized to promulgate rules, procedures and forms for the efficient implementation, administration and enforcement of this Article, provided such rules, procedures and forms are consistent with the substantive provisions of this Article. All rules, procedures and forms shall be maintained in written form, readily available to the public. Failure to comply with the rules, procedures and forms promulgated under this authority shall be grounds for denial or revocation of any zoning or other land use permit issued in connection with a solar energy system.



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: Halifax County FY 2019-2020 Budget

DATE: June 3, 2019 Regular Meeting

SUPPORTING INFORMATION:

The purpose of this public hearing is to receive public comments regarding the Halifax County FY 2019-2020 Budget. Action will be taken at the June 17, 2019 Regular Meeting at 9:30 A. M. in the Commissioners Board Room in the Historic Courthouse.

The Halifax County FY 2019-2020 Budget Ordinance is attached for your review.

ATTACHMENTS:

Description

- Public Hearing Opening Statement
- D FY 2019-2020 Proposed Budget Ordinance

TOTAL COST:

COUNTY COST:

REQUEST:

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.

Fiscal Year 2019-2020 Budget Ordinance

Commissioner ______ introduced the following Budget Ordinance, which was seconded by Commissioner ______ and adopted.

Whereas, the proposed budget for Fiscal Year 2019-2020 was submitted to the Board of Commissioners on May 20, 2019 by the Halifax County Manager and filed with the Clerk to the Board on that date; and,

Whereas, on June 17, 2019, the Halifax County Board of Commissioners held a public hearing on the budget pursuant to G.S. 159-13.

Be it ordained by the Halifax County Board of Commissioners that for the purpose of financing the operations of Halifax County for the fiscal year beginning July 1, 2019 and ending June 30, 2020, there are hereby appropriated from taxes and other revenue the following amounts:

BE IT ORDAINED by the Board of Commissioners of Halifax County, North Carolina

Section 1. The following amounts are hereby appropriated in the General Fund for the operation of the county government and its activities for the fiscal year beginning July 1, 2019 and ending June 30, 2020, in accordance with the charts of accounts heretofore established for this County:

GENERAL GOVERNMENT	\$ 8,560,002
Cooperative Extension	356,085
County Management	613,539
Elections	296,472
Finance Department	527,400
Governing Body	190,534
Halifax Development Commission	320,285
Human Resources	252,846
Information Technology Services	814,802
Legal Department	274,760
Library	656,772
Natural Resources Conservation	181,411

Operations Department Planning and Development Services Register of Deeds Tax Administration Tax Revaluation	1,807,718 445,149 407,805 1,414,424 -
HUMAN SERVICES	\$ 8,275,783
Health Department	2,502,677
Cardinal Innovations	319,500
Cardinal Innovations ABC	42,000 E 411 404
Social Services	5,411,606
EDUCATION	\$ 11,221,152
Schools Current Expense	5,612,231
Schools Capital Outlay	4,166,043
Halifax Community College County Current Fund	1,112,851
Halifax Community College Other CE-Inst Support	75,000
Halifax Community College Plant Fund	255,027
PUBLIC SAFETY	\$ 12,445,439
PUBLIC SAFETY Central Communications	\$ 12,445,439 869,124
	\$
Central Communications	\$ 869,124
Central Communications Emergency Management	\$ 869,124 101,178
Central Communications Emergency Management Emergency Medical Services	\$ 869,124 101,178 2,913,369
Central Communications Emergency Management Emergency Medical Services Jail Department	\$ 869,124 101,178 2,913,369 3,136,472
Central Communications Emergency Management Emergency Medical Services Jail Department Sheriff's Department	\$ 869,124 101,178 2,913,369 3,136,472 5,261,137
Central Communications Emergency Management Emergency Medical Services Jail Department Sheriff's Department Fire Departments Donations	\$ 869,124 101,178 2,913,369 3,136,472 5,261,137 79,000
Central Communications Emergency Management Emergency Medical Services Jail Department Sheriff's Department Fire Departments Donations Judicial Services	\$ 869,124 101,178 2,913,369 3,136,472 5,261,137 79,000 25,159
Central Communications Emergency Management Emergency Medical Services Jail Department Sheriff's Department Fire Departments Donations Judicial Services Medical Examiner	869,124 101,178 2,913,369 3,136,472 5,261,137 79,000 25,159 60,000
Central Communications Emergency Management Emergency Medical Services Jail Department Sheriff's Department Fire Departments Donations Judicial Services Medical Examiner OTHER SERVICES	869,124 101,178 2,913,369 3,136,472 5,261,137 79,000 25,159 60,000 3,180,170
Central Communications Emergency Management Emergency Medical Services Jail Department Sheriff's Department Fire Departments Donations Judicial Services Medical Examiner OTHER SERVICES Student Incentive	869,124 101,178 2,913,369 3,136,472 5,261,137 79,000 25,159 60,000 3,180,170 90,788
Central Communications Emergency Management Emergency Medical Services Jail Department Sheriff's Department Fire Departments Donations Judicial Services Medical Examiner OTHER SERVICES Student Incentive Juvenile Crime Prevention	869,124 101,178 2,913,369 3,136,472 5,261,137 79,000 25,159 60,000 3,180,170 90,788 187,846

Home & Community Care Block Grant	292,174
Economic Development Incentive Program	-
Tourism	3,600
Council on Aging	16,575
Aging Coordinator	75,460
Veterans	60,061
Farmers Market	4,500
Insurance	247,556
NC Forestry Service	100,000
Transfer/Support Services	2,023,762

Notwithstanding the appropriation for "Outside Funding Recipients", if it is determined that there is no statutory authority for the county to engage in the activity funded for the outside funding recipient, or that the funding of such activity is not authorized by law, then such appropriation shall be void. All outside funding recipients shall execute a grant agreement with the County before funding is received.

TOTAL APPROPRIATION

<u>\$ 43,682,546</u>

Section 2. It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2019 and ending June 30, 2020.

AD VALOREM TAXES	\$ 25,373,000
Taxes Ad Valorem	24,700,000
Prior Years Taxes	450,000
Late Payment Interest	195,000
Gross Tax Receipts	28,000
OTHER TAXES AND LICENSES	\$ 13,388,700
OTHER TAXES AND LICENSES 1 Cent Sales Tax	\$ 13,388,700 2,800,000
	\$ - 1 1
1 Cent Sales Tax	\$ 2,800,000

Local 1/4 Cent Sales Tax (Art. 46) Register of Deeds ABC Privilege Schedule B Occupancy Taxes - Administration Motor Vehicle Tax	1,300,000 278,500 292,000 3,200 800,000 2,815,000
INTERGOVERNMENTAL REVENUES	\$ 506,000
Facility Fees	65,000
Telecable Franchise Tax	85,000
Reimbursement from State-DWI	6,000
Municipal Tax and Fee Collections	350,000
PERMITS AND FEES	\$ 750,550
Building Inspection Fees	150,000
Credit Card Fees	13,000
Elections Revenue/Filing Fees	27,500
Sheriff's Fees	46,500
ID Card Replacement	50
Civil Fees	55,000
Jail Canteen	30,000
Inmate Sick Call Fees	-
Misdemeanant Program	9,000
Officer Fees	13,000
Fines & Forfeitures	175,000
Jail Fees	32,000
Tax Administration - Maps	1,600
Handgun Processing - Sheriff	22,000
Handgun Fingerprint Fees	2,400
Camp Fees	16,000
Attorney Fees	87,500
Tax Advertising Fees	70,000

MISCELLANEOUS REVENUE	\$	1,651,605
Concession Machines		50
Magistrate Rent		2,100
Other Rents		141,043
Interest on Investments		300,000
Library		108,223
Economic/Physical Development		23,600
Miscellaneous Revenue		144,650
Jail PayTel Communications		36,000
Fire - Loan		6,000
Social Services/Weldon Middle Sewer Pump		-
Halifax County Schools SRO		301,084
Donations - Sheriff		1,500
Public Utilities - Water Indirect Cost		123,680
Public Utilities - Solid Waste Indirect Cost		131,130
Public Utilities - Solid Waste Monofill Indirect Cost		5,385
Tourism		3,600
QSCB Debt Pmt Federal Reimbursement		116,160
RVCC/EDC/TDA Maint Account		5,400
Lottery Funds - Manning Elem Debt Pmt		200,000
Meals on Wheels Donations		2,000
HUMAN SERVICES	\$	2,000
Veterans Administration	φ	2,000
		2,000
GRANTS	\$	581,197
Student Incentive		90,788
Youth Services-DJJDP		187,846
Home & Community Care Block Grant		302,563
TRANSFER FROM OTHER FUNDS	\$	375,000
FUND BALANCE	\$	1,054,494

TOTAL REVENUES

<u>\$ 43,682,546</u>

Section 3. The following amounts are hereby appropriated in the Reassessment Fund for the future revaluation of property in Halifax County during the fiscal year beginning July 1, 2019 and ending June 30, 2020, in accordance with the chart of accounts heretofore established for this county:

TOTAL APPROPRIATIONS \$

50,000

Section 4. It is estimated that the following revenues will be available to the Reassessment Fund for the fiscal year beginning July 1, 2019 and ending June 30, 2020:

Transfer General Fund	\$ 50,000
Fund Balance	-

TOTAL ESTIMATED REVENUES \$ 50,000

Section 5. The following amounts are hereby appropriated for **Unemployment Insurance** for the fiscal year beginning July 1, 2019 and ending June 30, 2020, in accordance with the chart of accounts heretofore established for this county:

Expenses	\$ 25,000
Transfer General Fund	375,000

TOTAL APPROPRIATIONS

\$ 400,000

Section 6. It is estimated that the following revenues will be available for **Unemployment Insurance** for the fiscal year beginning July 1, 2019 and ending June 30, 2020:

Interest Earned	\$ -
Transfer General Fund	244,825
Fund Balance	155,175
TOTAL ESTIMATED REVENUES	\$ 400,000

Section 7. The following amounts are hereby appropriated for the Drug Enforcement Fund for the fiscal year beginning July 1, 2019 and ending June 30, 2020, in accordance with the chart of accounts heretofore established for this county:

Miscellaneous Expenditures	\$ 200
TOTAL APPROPRIATIONS	\$ 200

Section 8. It is estimated that the following revenues will be available for the **Drug Enforcement Fund** for the fiscal year beginning July 1, 2019 and ending June 30, 2020:

Fund Balance	\$	200
TOTAL ESTIMATED REVENUES	<u>\$</u>	200

Section 9. The following amounts are hereby appropriated for the Drug Task Force Fund for the fiscal year beginning July 1, 2019 and ending June 30, 2020, in accordance with the chart of accounts heretofore established by this county:

Supplies and Materials	\$ 17,000
Tools and Equipment	1,000
TOTAL APPROPRIATIONS	\$ 18.000

Section 10. It is estimated that the following revenues will be available for the Drug Task Force Fund for the fiscal year beginning July 1, 2019 and ending June 30, 2020:

Fund Balance	\$	18,000
TOTAL ESTIMATED REVENUES	<u>\$</u>	<u>18,000</u>

Section 11. The following amounts are hereby appropriated for the Controlled Substance Tax Fund for the fiscal year beginning July 1, 2019 and ending June 30, 2020, in accordance with the chart of accounts heretofore established for this county:

Supplies and Materials	\$ 5,000	
Capital Outlay	20,000	
Travel/Training	2,000	
Other Expense	5,000	
TOTAL APPROPRIATIONS	\$ 32,000	

TOTAL APPROPRIATIONS

Section 12. It is estimated that the following revenues will be available for the Controlled Substance Tax Fund for the fiscal year beginning July 1, 2019 and ending June 30, 2020:

State Funds	\$ 7,000
Interest Earned	-
Fund Balance	25,000

TOTAL ESTIMATED REVENUE

32,000

Section 13. The following amounts are hereby appropriated for the Federal Asset Forfeiture Fund for the fiscal year beginning July 1, 2019 and ending June 30, 2020, in accordance with the chart of accounts heretofore established for this county:

Supplies	\$ 20,000
Capital Outlay	80,000
TOTAL APPROPRIATIONS	\$ 100,000

Section 14. It is estimated that the following revenues will be available for the Federal Asset Forfeiture Fund for the fiscal year beginning July 1, 2019 and ending June 30, 2020:

Federal Funds	\$ -
Fund Balance	100,000

TOTAL ESTIMATED REVENUES 100.000

Section 15. The following amounts are hereby appropriated for the Emergency Telephone System for the fiscal year beginning July 1, 2019 and ending June 30, 2020, in accordance with the chart of accounts heretofore established for this county:

Telephone Expenses	\$ 55,000
Service Contracts	155,000
Recurring Charges	-
Employee Training	35,000
Expenses	10,000
Capital Outlay	59,530

TOTAL APPROPRIATIONS	<u>\$ 3</u>	<u>314,530</u>
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Section 16. It is estimated that the following revenues will be available for the Emergency Telephone System for the fiscal year beginning July 1, 2019 and ending June 30, 2020:

Wireless Funds	\$ 314,530
Fund Balance	-
TOTAL ESTIMATED REVENUES	\$ 314,530

Section 17. The following amounts are hereby appropriated for the Health Insurance Fund for the fiscal year beginning July 1, 2019 and ending

June 30, 2020, in accordance with the chart of accounts heretofore established for this county:

Expenses

\$ 5,200,000

TOTAL APPROPRIATIONS

5,200,000

Section 18. It is estimated that the following revenues will be available for the **Health Insurance Fund** for the fiscal year beginning July 1, 2019 and ending June 30, 2020:

Revenue	\$ 5,200,000
Interest Earned	-
Fund Balance	-

TOTAL ESTIMATED REVENUE

<u>5,200,000</u>

2,808,639

Section 19. The following amounts are hereby appropriated for the Solid Waste Collection Fund for the fiscal year beginning July 1, 2019 and ending June 30, 2020, in accordance with the chart of accounts heretofore established for this county:

Salaries and Benefits	\$ 442,286
Supplies	2,292,253
Capital Outlay	74,100

TOTAL APPROPRIATIONS

Section 20. It is estimated that the following revenues will be available for the Solid Waste Disposal Fund for the fiscal year beginning July 1, 2019

and ending June 30, 2020:

HH SW Fee	\$ 1,796,982
Availability Fees	996,657

Other Revenues	15,000
Fund Balance	-

TOTAL ESTIMATED REVENUES \$ 2,808,639

Section 21. The following amounts are hereby appropriated for the White Goods Disposal Fund operation for the fiscal year beginning July 1, 2019 and ending June 30, 2020, in accordance with the chart of accounts heretofore established for this county:

Engineering Services	\$ 10,000
Fees	-

TOTAL APPROPRIATIONS \$ 10,000

Section 22. It is estimated that the following revenues will be available for the **White Goods Disposal Fund** operations for the fiscal year beginning July 1, 2019 and ending June 30, 2020:

Privilege Tax	\$ -
Fund Balance	10,000

TOTAL ESTIMATED REVENUES \$ 10,000

Section 23. The following amounts are hereby appropriated for the Solid Waste Disposal/Transfer Station Fund operation for the fiscal year beginning July 1, 2019 and ending June 30, 2020, in accordance with the chart of accounts heretofore established for this county:

Salaries and Benefits	\$ 128,709
Supplies	239,084
Collection and Hauling	744,420
Debt Service	189,840
Ash Monofill Expense	32,685

SW Landfill Closure	50,000
Capital Outlay	122,000

TOTAL APPROPRIATIONS

<u>\$ 1,506,738</u>

Section 24. It is estimated that the following revenues will be available for the **Solid Waste Disposal/Transfer Station Fund** for the fiscal year beginning July 1, 2019 and ending June 30, 2020:

SW Landfill Closure	\$ 50,000
Tipping Fees	608,431
Int & SW Disposal Tax	50,000
Availability Fees	758,622
Fund Balance	39,685

TOTAL ESTIMATED REVENUE

<u>\$ 1,506,738</u>

Section 25. The following amounts are hereby appropriated for the Solid Waste Electronics Management Fund operations for the fiscal year beginning July 1, 2019 and ending June 30, 2020, in accordance with the chart of accounts heretofore established for this county:

Recycling Disposal Fee	\$ 10,000
TOTAL APPROPRIATIONS	\$ 10.000

Section 26. It is estimated that the following revenues will be available for the **Solid Waste Electronic Management Fund** operations for the fiscal year beginning July 1, 2019 and ending June 30, 2020:

SW Electronics Management Fund Balance	\$ 3,000 7,000
TOTAL ESTIMATED REVENUES	\$ 10,000

Section 27. The following amounts are hereby appropriated for the Tire Disposal Fund operations for the fiscal year beginning July 1, 2019 and ending June 30, 2020, in accordance with the chart of accounts heretofore established for this county:

Fees	\$	80,000
TOTAL APPROPRIATIONS	<u>\$</u>	80,000

Section 28. It is estimated that the following revenues will be available for the **Tire Disposal Fund** operations for the fiscal year beginning July 1, 2019 and ending June 30, 2020:

Sales Tax	\$ 65,000
Scrap Tire Grant	15,000
Fund Balance	-

TOTAL ESTIMATED REVENUES \$ 80,000

Section 29. The following amounts are hereby appropriated for the **Water Department Fund** operations for the fiscal year beginning July 1, 2019 and ending June 30, 2020, in accordance with the chart of accounts heretofore established for this county:

Salaries and Benefits	\$	774,106
Supplies		501,280
Services		1,098,550
Water Purchases		2,160,688
Capital Outlay		158,400
Debt Service		1,610,842
TOTAL APPROPRIATIONS	<u>\$</u>	<u>6,303,866</u>

Section 30. It is estimated that the following revenues will be available for the **Water Department Fund** operations for the fiscal year beginning July 1, 2019 and ending June 30, 2020:

Other Operating Revenues	\$ 280,000
Water Sales	5,756,366
Fees	265,000
Interest	2,500
Fund Balance	-

TOTAL ESTIMATED REVENUE

<u>\$ 6,303,866</u>

Section 31. The following amounts are hereby appropriated for the Phase XI Water Revenue Bonds - Debt Service Fund operations for the fiscal year beginning July 1, 2019 and ending June 30, 2020, in accordance with the chart of accounts heretofore established for this county:

Revenue Bonds	\$ 49,000
Revenue Bond Interest	49,080
Bank Service Charges	100

TOTAL APPROPRIATIONS

<u>\$ 98,180</u>

Section 32. It is estimated that the following revenues will be available for the **Phase XI Water Revenue Bonds - Debt Service Fund** operations for the fiscal year beginning July 1, 2019 and ending June 30, 2020:

Transfer - Water and Sewer Fund	\$ 98,080
Interest Earned	100
TOTAL ESTIMATED REVENUES	\$ <u>98,180</u>

Section 33. The following amounts are hereby appropriated for the Law Enforcement Separation Fund for the fiscal year beginning July 1, 2019 and

ending June 30, 2020, in accordance with the chart of accounts heretofore established for this county:

Salaries and Benefits	\$ 130,000
TOTAL APPROPRIATIONS	\$ 130,000

Section 34. It is estimated that the following revenues will be available for the **Law Enforcement Separation Fund** for the fiscal year beginning July 1, 2019 and ending June 30, 2020:

Transfer General Fund	\$ 130,000
Interest Earned	-
Fund Balance	-
	-

TOTAL ESTIMATED REVENUES \$ 130,000

Section 35. The following amounts are hereby appropriated for the Public School Building Fund for the fiscal year beginning July 1, 2019 and ending June 30, 2020, in accordance with the chart of accounts heretofore established for this county:

Expenses	\$	87,000
TOTAL APPROPRIATIONS	<u>\$</u>	<u>87.000</u>

Section 36. It is estimated that the following revenues will be available for the **Public School Building Fund** for the fiscal year beginning July 1, 2019 and ending June 30, 2020:

Interest Earned Fund Balance	\$	- 87,000
TOTAL ESTIMATED REVENUES	<u>\$</u>	87,000

Section 37. The following amounts are hereby appropriated for the Health Department Fund operations for the fiscal year beginning July 1, 2019 and ending June 30, 2020, in accordance with the chart of accounts heretofore established for this county:

Salaries and Benefits	\$ 5,077,059
Operational Expenses	1,978,533
Capital Outlay	138,944

TOTAL APPROPRIATIONS

Section 38. It is estimated that the following revenues will be available for the

7,194,536

7,194,536

Health Department Fund operations for the fiscal year beginning July 1, 2019 and ending June 30, 2020:

County Appropriation	\$ 2,502,677
Home Health and Hospice Fund Balance	-
State Grants	1,410,921
Fees/Donations	282,564
Health Fund Balance	577,634
Home Health - Medicaid, Medicare Ins.	1,367,430
Hospice Donations - United Way/Private Ensure	23,513
Medicare, Medicaid	566,847
Other	462,950

TOTAL ESTIMATED REVENUES

Section 39. The following amounts are hereby appropriated for the Department of Social Services Fund operations for the fiscal year beginning July 1, 2019 and ending June 30, 2020, in accordance with the chart of accounts heretofore established for this county:

General Administration	\$ 11,020,558
Purchased Services	2,805,842

Medicaid/Special Assistance	915,000
Foster Care/Adoption	449,222
Crisis	427,800
Blind Services	7,406
LIEAP Program	422,561

TOTAL APPROPRIATIONS <u>\$ 16,048,389</u>

Section 40. It is estimated that the following revenues will be available for the Department of Social Services Fund operations for the fiscal year beginning July 1, 2019 and ending June 30, 2020:

General Administration/Purchased Services	\$ 9,622,180
Foster Care/Adoption	138,085
IV-D Incentive Returns	78,039
CAP/Medicaid Case Management	364,050
Twin Co./Hospital	11,868
General Fund Appropriation	5,411,606
LIEAP Program	422,561

TOTAL ESTIMATED REVENUES \$ 16,048,389

Section 41. The following amounts are hereby appropriated for the Cooperative Extension Agent Program/County Extension/4-H Account for the fiscal year beginning July 1, 2019 and ending June 30, 2020, in accordance with the chart of accounts heretofore established for this county:

CoOp Agent Program Expenses	\$	800
County Extension Expenses		1,000
4-H Account Expenses		1,500
TOTAL APPROPRIATIONS	<u>\$</u>	3,300

Section 42. It is estimated that the following revenues will be available for the **Cooperative Extension Agent Program/County Extension/4-H Account** for the fiscal year beginning July 1, 2019 and ending June 30, 2020:

Fees	\$ 1,300
Donations	500
4-H Livestock	1,000
Other Revenues	500

TOTAL ESTIMATED REVENUES

Section 43. The following amounts are hereby appropriated for the Emergency Medical Services Fund for the fiscal year beginning July 1, 2019 and ending June 30, 2020, in accordance with the chart of accounts heretofore established for this county:

Salaries and Benefits	\$ 4,608,548
Operating Expenses	695,076
Debt Service	83,518
Transfer General Fund-Performance Evaluations	-
Capital Outlay	491,000

TOTAL APPROPRIATIONS

<u>\$ 5,878,142</u>

3,300

Section 44. It is estimated that the following revenues will be available for the operations of **Emergency Medical Services** for the fiscal year beginning July 1, 2019 and ending June 30, 2020:

Emergency Medical Services	\$ 2,443,324
Cost Reporting Revenue	400,000
Warren County Appropriation	107,449
Transfer General Fund	2,913,369
Halifax Fire District Contract	4,000
Debt Setoff Collections	10,000

Fund Balance

TOTAL ESTIMATED REVENUES

TOTAL APPROPRIATIONS

<u>\$ 5,878,142</u>

\$ 1,392,471

Section 45. The following amounts are hereby appropriated for the operations of Central Communications for the fiscal year beginning July 1, 2019 and ending June 30, 2020, in accordance with the chart of accounts heretofore established for this county:

Salaries and Benefits	\$ 1,264,137
Operating Expenses	121,934
Capital Outlay	6,400

Section 46. It is estimated that the following revenues will be available for the operations of **Central Communications** for the fiscal year beginning, July 1, 20

operations of **Central Communications** for the fiscal year beginning July 1, 2019 and ending June 30, 2020:

City of Roanoke Rapids Contribution	\$ 345,186
Town of Scotland Neck Contribution	44,540
Town of Weldon Contribution	41,756
Town of Enfield Contribution	75,162
Town of Littleton Contribution	16,703
Town of Hobgood Contribution	-
Transfer General Fund	869,124

TOTAL ESTIMATED REVENUES \$ 1,392,471

Section 47. The following amounts are hereby appropriated for the Fire District Funds for the operation of fire protection services for the fiscal year beginning July 1, 2019 and ending June 30, 2020, in accordance with the chart of accounts heretofore established for this county:

Davie Fire District	\$ 406,500	
Darlington Fire District	81,500	
Rheasville Fire District	187,900	
Thelma Fire District	15	
Tillery Fire District	29,000	
Littleton Fire District	258,600	
Arcola Fire District	48,650	
Enfield Fire District	255,200	
Halifax Fire District	106,250	
Hobgood Fire District	26,400	
Scotland Neck Fire District	106,150	
Weldon Fire District	125,100	
TOTAL APPROPRIATIONS	\$ <u>1,631,265</u>	

Section 48. It is estimated that the following revenues will be available for the Fire District Fund for the fiscal year beginning July 1, 2019 and ending June 30, 2020:

Tax Revenues	\$ 1,377,115
Sales Tax	254,150

TOTAL ESTIMATED REVENUES \$ 1,631,265

Section 49. The following amounts are hereby appropriated for the Tax Agency Fund for the fiscal year beginning July 1, 2019 and ending June 30, 2020, in accordance with the chart of accounts heretofore established for this county:

Town of Littleton Tax Payments	\$ 257,000
City of Roanoke Rapids Tax Payments	8,737,000
Town of Weldon Tax Payments	725,000
Town of Scotland Neck Tax Payments	600,000
Town of Enfield Tax Payments	558,000
Town of Hobgood Tax Payments	58,000

Town of Halifax Tax Payments

78,000

TOTAL APPROPRIATIONS

\$ 11,013,000

<u>\$ 11.013.000</u>

Section 50. It is estimated that the following revenues will be available for the Tax Agency Fund for the fiscal year beginning July 1, 2019 and ending June 30, 2020:

Town of Littleton Tax Collections	\$ 257,000
City of Roanoke Rapids Tax Collections	8,737,000
Town of Weldon Tax Collections	725,000
Town of Scotland Neck Tax Collections	600,000
Town of Enfield Tax Collections	558,000
Town of Hobgood Tax Collections	58,000
Town of Halifax Tax Collections	78,000

TOTAL ESTIMATED REVENUES

Section 51. There is hereby levied a tax at the rate of seventy-two cents (\$0.72) per one hundred dollars (\$100) valuation of property listed as of January 1, 2019, for the purpose of raising revenue included in "Ad Valorem Taxes - Current Year" in the General Fund in Section 2 of this ordinance.

This rate of tax is based on the estimated total valuation of property for the purpose of taxation of \$3,293,624,396 with an estimated collection rate of 97.40%.

Section 52. Pursuant to G.S. 153A-149(b)(7), there is hereby levied a tax at the rate of five cents (\$0.05) per one hundred dollars (\$100) valuation of property listed as of January 1, 2019, for the purpose of raising revenue for the repayment of debt incurred by the County pursuant to an Installment Financing Contract dated May 26, 2016, to finance the construction of a new elementary school to replace Manning Elementary School. The County shall cause all such revenues received under this levy to be deposited to the credit of the General Fund of the County, but to be disbursed only for said debt repayment. The rate of tax is based on an estimated total valuation of property for the purpose of taxation of

\$3,293,624,396 with an estimated collection rate of 97.40%.

Section 53. Pursuant to G.S. 115C-511, there is hereby a levied tax at the rate of twenty cents (\$0.20) per one hundred dollars (\$100) valuation of property listed for the taxes as of January 1, 2019, located within the Weldon-Halifax Administrative School Unit for the purpose of supplementing the revenues of the Administration Unit. The rate of tax is based on an estimated total valuation of property for the purpose of taxation of \$623,211,925 and an estimated collection rate of 97.40%.

There is hereby appropriated to the Weldon-Halifax Administrative Unit the sum of \$1,214,017 from the proceeds of said tax plus any additional revenue accruing to the Weldon-Halifax Administrative Unit as required by law from Sales Taxes and other sources.

Section 54. Pursuant to G.S. 115C-511, there is hereby levied a tax at the rate of ten cents (\$0.10) per one hundred dollars (\$100) valuation of property listed for taxes as of January 1, 2019, located within the Halifax County Schools Administrative School Unit for the purpose of supplementing the revenues of the Administration Unit. The rate of tax is based on an estimated total valuation of property for the purpose of taxation of \$1,834,371,510 and an estimated collection rate of 97.40%.

There is hereby appropriated to the Halifax County Schools Administrative Unit the sum of \$1,786,678 from the proceeds of said tax plus any additional revenue accruing to the Halifax County Schools Administrative Unit as required by law from Sales Taxes and other sources.

Section 55. The following taxes are hereby levied for the Special Fire Districts shown below. Each rate is per one hundred dollars (\$100) valuation of property listed for taxes as of January 1, 2019, located within each Fire District. This rate of tax is based on an estimated total valuation of real and personal property for the purposes of taxation of \$1,731,965,383. The rates of tax are based on an estimated collection rate of 97.40%.

There is hereby appropriated to the Fire Districts the sum of \$1,271,764 from the proceeds of said tax plus any additional revenue accruing to the Special Fire Districts as required by law from Sales Taxes and other sources.

TAXING DISTRICT	PROPERTY VALUATION	RTY VALUATION TAX RATE		EVENUE
Davie	\$ 321,751,101	0.0945	\$	296,149
Darlington	68,752,730	0.0890		59,599
Rheasville	195,743,986	0.0705		134,412
Tillery	47,606,632	0.0475		22,025
Littleton	390,729,345	0.0534		203,225
Arcola	51,424,934	0.0677		33,909
Enfield	279,909,667	0.0890		242,642
Halifax	117,835,810	0.0728		83,554
Hobgood	29,216,818	0.0685		19,493
Scotland Neck	113,952,594	0.0690		76,583
Weldon	115,041,767	0.0894		100,173

Section 56. In accordance with G.S. 115C-429(b) the following appropriations are made to the Halifax County, Weldon City and Roanoke Rapids City School Districts for Current Expenses. Per Pupil ADM allocations for Charter School students residing in Halifax County are included in the three school systems' Current Expense allocations. The budget resolution adopted by those School Districts shall conform to the appropriations set forth in the Budget Ordinance.

School Appropriations:

	На	lifax County	Roa	anoke Rapids	Weldon
Total Current Expense	\$	2,511,473	\$	2,281,933	\$ 818,825
Total Capital Outlay		538,234		507,320	310,276

- The Capital Outlay amount listed for RRGSD includes the QZAB debt service payment of \$89,500. The Capital Outlay amount also includes QSCB Debt Service for Weldon City Schools of \$58,077 and QSCB Debt Service for RRGSD of \$107,857.
- Additional Capital Outlay items are as follows: Enfield School project

\$1,047,857 and Manning Elementary School project \$1,646,196.

Section 57. Additional sales tax revenues distributed to the County pursuant to G.S. 105-524 (Article 44*524) must be appropriated for economic development, public education or community college purposes. Each fiscal year, the Halifax County Board of Commissioners will determine whether and how to appropriate Article 44*524 funds that are actually held by the County at the time of adoption of the budget ordinance.

In this budget ordinance, the sum of \$726,000 is appropriated as follows:

Economic Development	\$ -
School Current Expense	-
School Capital Outlay	600,000
Halifax Community College County Current Fund	-
Halifax Community College Plant Fund	126,000

TOTAL APPROPRIATIONS

726,000

These appropriations are reflected in earlier sections of this budget ordinance.

Section 58. Pursuant to Chapter 54, Article III, of the Halifax County Code of Ordinances the collection fee assessed under Sections 54-29(a) shall be \$128.18 per year per dwelling unit, the disposal fee assessed under Section 54-30(a) shall be \$51.59 per year per dwelling unit, and the availability fee assessed under Section 54-31(a) shall be \$42.55 per year per dwelling unit.

Section 59. Funds collected from solid waste fees will be credited in accordance with the schedule adopted by the Board of Commissioners.

Section 60. The Budget Officer is hereby authorized to transfer appropriations as contained herein under the following conditions:

a. He/she may transfer amounts between line item expenditures within a department without limitation and without a report being required. These changes

should not result in increases in recurring obligations such as salaries.

b. He/she may transfer amounts up to \$1,000 between departments, including contingency appropriations, within the same fund. He/she must make an official report on such transfers at the next regular meeting of their Board of Commissioners.

c. He/she may neither transfer any amounts between funds nor from any contingency appropriation within any fund, except as approved by the Board of Commissioners in the Budget Ordinance as amended.

Section 61. The Budget Officer may make cash advances between funds for periods not to exceed 60 days without reporting to the Board of Commissioners. Any advances that extend beyond 60 days must be approved by the Board. All advances that will be outstanding at the end of any fiscal year must be approved by the Board.

Section 62. The County Manager is hereby authorized to execute contractual documents under the following conditions:

a. He/she may execute contracts for construction, repair projects or design services requiring the estimated expenditure of \$15,000 or less, provided the amounts are within budgeted appropriations.

b. He/she may execute contracts for 1) purchases of apparatus, supplies, materials, or equipment which are within budgeted appropriations; and 2) services which are within budgeted appropriations.

c. He/she may execute grant agreements to or from public and non-profit organizations which are within budgeted appropriations, unless a grantor organization requires execution by the Board of Commissioners.

Section 63. Capital Outlay purchases shall be defined as equipment and physical property, other than land or buildings, having a useful life of more than three (3) years and cost in excess of \$5,000.

Section 64. Copies of this Budget Ordinance shall be furnished to the Clerk to the Board of Commissioners, the Budget Officer, the Finance Officer, and the Tax Administrator to be kept on file by them for their direction in the disbursement of funds.

Section 65. This 2019-2020 budget includes a ceiling on the maximum number of funded positions by department.

a. This budget provides for the following full-time employee positions:

Board of Elections	2				
Cooperative Extension Service	4				
County Management	6				
Economic Development	3				
Emergency Services - Central Communications	21				
Emergency Services - Emergency Management	1				
Emergency Services - Emergency Medical Services	66				
Finance	8				
Human Resources Management	5				
Information Technology	4				
Legal	3				
Library	10				
Natural Resources Conservation Service	3				
Operations	17				
Planning and Development	5				
Public Health	75				
Public Utilities	22				
Register of Deeds	6				
Sheriff	70				
Sheriff - Jail	32				
Social Services					
Tax Administration					
Tax Revaluation	7				
Total Full-Time Positions	565				

b. Pursuant to G.S. 128-21(11d) and G.S. 143-166.50(a)(3), the number of full time paid personnel who receive service retirement benefits for law enforcement officers supplemental retirement benefits for law enforcement officers may not exceed the number of law enforcement positions approved by the Halifax County Board of Commissioners. The number of law enforcement positions approved by the Halifax County Board of Commissioners is 71. Subject only to this limitation, the Sheriff may employ such personnel in any position he deems advisable.

c. The County Manager will continue to enforce a hiring freeze as positions come vacant, but may use discretion if a vacant position will negatively impact the revenue generation, work efficiency, or public safety of the County.

Adopted this 17th day of June 2019.

Vernon J. Bryant, Chairman Halifax County Board of Commissioners

Andrea H. Wiggins Clerk to the Board



AGENDA Halifax County Board of Commissioners Regular Meeting

TO: Halifax County Board of Commissioners

FROM: C. Shane Lynch, Tax Assessor

PRESENTER: C. Shane Lynch, Tax Asssessor

SUBJECT: Nash Brick Co. Refund Request

DATE: June 3, 2019 Regular Meeting

SUPPORTING INFORMATION:

Nash Brick Co. has made a refund request by a letter dated February 15, 2019 (please see attached letter). The letter references the Taxpayer Remedies Statute N.C.G.S. 105-381 and requests a refund in the amount of \$59,601.38 for the tax years 2012-2017 for what is described as an overpayment.

The taxpayer (or agent) submitted business personal property listings for the tax years in question and the Tax Office always assumed the information was valid. Our business personal property listings are assessed based on information provided by taxpayers. We were not aware of manufacturing status or whether equipment had been replaced, abandoned or sold as the listings did not reference that information. It is the taxpayer's responsibility to review and submit accurate listings annually.

N.C.G.S. 105-381 allows the Board of Commissioners to approve refunds for the following reasons: a tax imposed through clerical error (ex: transposed numbers or data entry error made by taxing unit); an illegal tax; or a tax levied for an illegal purpose.

Refer to the taxpayer's letter for their reason for requesting a refund.

ATTACHMENTS:

Description

D NASH BRICK LETTER, INFO AND STATUTE

TOTAL COST:

COUNTY COST:

REQUEST: I request that the Board of Commissioners determine whether the taxpayer has asserted a valid defense per N.C.G.S. 105-381 as to why they should receive the requested refund for business personal property taxes for the years requested.



PO Box 38

Halifax, NC 27839

Nash Brick Company

P.O. Box 560 Red Oak, North Carolina 27868-0560

ADMINISTRATIVE OFFICE Phone (252) 446-3804 Fax (252) 446-7398

PLANT - PRODUCTION Phone (252) 451-7813 Fax (252) 446-7398 Halifax County Board of Commissioners

PLANT - SALES Phone (252) 443-4965 Fax (252) 443-4061

February 15, 2019

Dear Commissioners,

My name is Tom Fisher and with Don Bowden own Nash Brick Company as of December 31, 2018. This facility closed its' manufacturing facilities in August 2015. Since the facility is old and out-of-date, it would cost approximately \$700,000 to repair and upgrade machinery and equipment in order to make brick.

We still have a plant manager at a minimum salary and are in dire need of cash. In July 2017, I noticed the exorbitant property tax bill for 2016 was \$26,055.11. I engaged James L. McMillan, CPA, to investigate an exceedingly high property tax amount paid in 2016 for a brick plant older than 60 years.

After a thorough investigation, he reported errors in real estate appraisal and numerous errors in retiring old, fully-depreciated equipment that had been replaced, abandoned, or sold.

After providing Halifax County officials a schedule of items retired prior to 2012, which they accepted, Mr. Shane Lynch met with me and adjusted the property tax bill for 2017 as follows:

Real Property 2017:

		Original Value		Adjusted Value	Rate	Adjusted Amount Due	
3 tracts	\$	1,194,100	\$	712,500			
	\$	1 <mark>93,400</mark>	\$	176,600			
	\$	15,500	\$	10,000	0.78	\$	7,012.98
	_			School Tax	0.1	\$	899.10
	\$	1,403,000	\$	899,100		\$	7,912.08
Personal Property 2017:							
Per Letter - June 26,		Original Value		Adjusted Value	Rate	Adjusted Am	ount Due
2018	\$	1,836,291	\$	915,818	0.78	\$	7,143.38
				School Tax	0.1	\$	915.82
						\$	8,059.20
	Total 2017 P			al 2017 Property Tax		\$	15,971.28

This savings of over \$10,000 subject to further adjustment as later approved (see letter). To get refunds for 2012 through 2016, Nash Brick was required to file amended property tax returns (see letter from Ross McKinney dated October 18, 2018). This letter had two add backs which were not correct as reflected in James McMillan's letter attached to amended tax returns that were filed on October 31, 2018. The refund amount should be approximately the same for each of those previous five years.

Nash Brick Company has enclosed the following:

Exhibit A – Statutes regarding changes of real estate appraisal; errors and omissions, taxpayer remedies

Exhibit B – Schedule of refund due of \$59,601.38 as a result of overpayment for years 2012 through 2017

Thanking you in advance.

n. Fisher

Nash Brick Company Tom Fisher, President

Schedules attached:

- 1. Presentation to Halifax County Property Tax Department April 24, 2018
- 2. Letter from Shane Lynch in June 2018 adjusting values for errors
- 3. Letter from James L. McMillan requesting adjustment for further scrapping for personal property August 15, 2018
- 4. Letter from Ross McKinney on October 18 requesting amended returns and inserting bad assumption
- 5. Rebuttal by James L. McMillan dated October 31, 2018 sent with amended returns
- 6. Nash Brick's rebuttal of Real Estate values submitted by Jeff Wyers, plant manager, for 2016 and 2017.

cc: Vernon J. Bryant, Chairman

J. River Manning, Vice Chairman

County of Halifax Recap of Amended Property Tax Filings

Personal Property Tax Amended Filings

C 2012 Amended 2013 Amended 2014 2015 2016 2017	County Assessed Value 2,383,568 2,264,761 2,149,734 2,063,237 1,937,463 915,818	17 A-10 253,653.35 223,805.90 210,031.05 202,426.20 177,121.75 180,844.00	17 A-15 769,640.16 715,020.93 666,878.85 629,252.13 395,206.50 395,206.50	22 K-10 3,434.00 3,434.00 3,434.00 3,434.00 3,434.00 3,434.00	28 H-5 4,988.80 4,253.50 2,028.71 1,391.45 1,391.45 1,391.45	Motor Vehicles 39,813.00 35,832.00 39,806.00 35,828.00 35,828.00 21,380.00	nended Total Value 1,071,529.31 982,346.33 922,178.61 872,331.78 612,981.70 602,255.95
Property Tax Per Halifax Cou			·		·	·	·
Personal Property 2017 .78 per Settled.10 school				ne Lynch letter nal property tax onal Reduction	Total Value 915,818 (313,532) 602,286	Rate .78 + .10 (.78 + .10)	\$ Tax Due 8,059.20 (5,300.12) 2,759.08
	Year 2016 2015 2014 2013 2012	Original Filing 1,937,463 2,063,237 2,149,734 2,264,761 2,383,568	Tax Rate 0.78 0.73 0.68 0.68 0.68	Net Property Tax Paid 15,112.21 15,061.63 14,618.19 15,400.37 16,208.26 \$ 76,400.67	Amended Filing 612,981.70 872,331.78 922,178.61 982,346.33 1,071,529.31	Rate 0.78 0.73 0.68 0.68 0.68	Amended roperty Tax Due 4,781.26 6,368.02 6,270.81 6,679.96 7,286.40 31,386.45
Personal Property Tax:							
Refund Due:	2017 - Additic	onal Reduction 2016 2015 2014 2013 2012	Original Filing 915,818 1,937,463 2,063,237 2,149,734 2,264,761 2,383,568	Amended Filing 602,286 612,982 872,332 922,179 982,346 1,071,529 Refu	Difference 313,532 1,324,481 1,190,905 1,227,555 1,282,415 1,312,039 und Due Personal	Rate .78+.10 0.78 0.73 0.68 0.68 0.68 Property Tax	\$ Refund Due 2,759.08 10,330.95 8,693.61 8,347.38 8,720.42 8,921.86 47,773.30
Real Estate Property Tax:							
Refund Due:		2017 School Tax 2016	Original Filing 899,100 1,403,000	Amended Request 477,445 362,294 Refund	Difference 421,656 1,040,706 Due Real Estate Tota	Rate 0.78 0.10 0.78 Property Tax I Refund Due	\$ Refund Due 3,288.91 421.66 8,117.51 11,828.08 59,601.38

Total Refund Due \$ 59,601.38

§ 105-381. Taxpayer's remedies.

(a) Statement of Defense. – Any taxpayer asserting a valid defense to the enforcement of the collection of a tax assessed upon his property shall proceed as hereinafter provided.

- (1) For the purpose of this subsection, a valid defense shall include the following:
 - a. A tax imposed through clerical error;
 - b. An illegal tax;
 - c. A tax levied for an illegal purpose.
- (2) If a tax has not been paid, the taxpayer may make a demand for the release of the tax claim by submitting to the governing body of the taxing unit a written statement of his defense to payment or enforcement of the tax and a request for release of the tax at any time prior to payment of the tax.
- (3) If a tax has been paid, the taxpayer, at any time within five years after said tax first became due or within six months from the date of payment of such tax, whichever is the later date, may make a demand for a refund of the tax paid by submitting to the governing body of the taxing unit a written statement of his defense and a request for refund thereof.

(b) Action of Governing Body. – Upon receiving a taxpayer's written statement of defense and request for release or refund, the governing body of the taxing unit shall within 90 days after receipt of such request determine whether the taxpayer has a valid defense to the tax imposed or any part thereof and shall either release or refund that portion of the amount that is determined to be in excess of the correct tax liability or notify the taxpayer in writing that no release or refund will be made. The governing body may, by resolution, delegate its authority to determine requests for a release or refund of tax of less than one hundred dollars (\$100.00) to the finance officer, manager, or attorney of the taxing unit. A finance officer, manager, or attorney to whom this authority is delegated shall monthly report to the governing body the actions taken by him on requests for release or refund. All actions taken by the governing body or finance officer, manager, or attorney on requests for release or refund shall be recorded in the minutes of the governing body. If a release is granted or refund made, the tax collector shall be credited with the amount released or refunded in his annual settlement.

- (c) Suit for Recovery of Property Taxes.
 - (1) Request for Release before Payment. If within 90 days after receiving a taxpayer's request for release of an unpaid tax claim under (a) above, the governing body of the taxing unit has failed to grant the release, has notified the taxpayer that no release will be granted, or has taken no action on the request, the taxpayer shall pay the tax. He may then within three years from the date of payment bring a civil action against the taxing unit for the amount claimed.
 - (2) Request for Refund. If within 90 days after receiving a taxpayer's request for refund under (a) above, the governing body has failed to refund the full amount requested by the taxpayer, has notified the taxpayer that no refund will be made, or has taken no action on the request, the taxpayer may bring a civil action against the taxing unit for the amount claimed. Such action may be brought at any time within three years from the expiration of the period in which the governing body is required to act.

(d) Civil Actions. – Civil actions brought pursuant to subsection (c) above shall be brought in the appropriate division of the general court of justice of the county in which the taxing unit is located. If, upon the trial, it is determined that the tax or any part of it was illegal or levied for an illegal purpose, or excessive as the result of a clerical error, judgment shall be

rendered therefor with interest thereon at six percent (6%) per annum, plus costs, and the judgment shall be collected as in other civil actions. (1901, c. 558, s. 30; Rev., s. 2855; C. S., s. 7979; 1971, c. 806, s. 1; 1973, c. 564, s. 3; 1977, c. 946, s. 2; 1985, c. 150, s. 1; 1987, c. 127.)

§ 105-287. Changing appraised value of real property in years in which general reappraisal is not made.

(a) In a year in which a general reappraisal of real property in the county is not made under G.S. 105-286, the property shall be listed at the value assigned when last appraised unless the value is changed in accordance with this section. The assessor shall increase or decrease the appraised value of real property, as determined under G.S. 105-286, to recognize a change in the property's value resulting from one or more of the following reasons:

- (1) Correct a clerical or mathematical error.
- (2) Correct an appraisal error resulting from a misapplication of the schedules, standards, and rules used in the county's most recent general reappraisal.
- (2a) Recognize an increase or decrease in the value of the property resulting from a conservation or preservation agreement subject to Article 4 of Chapter 121 of the General Statutes, the Conservation and Historic Preservation Agreements Act.
- (2b) Recognize an increase or decrease in the value of the property resulting from a physical change to the land or to the improvements on the land, other than a change listed in subsection (b) of this section.
- (2c) Recognize an increase or decrease in the value of the property resulting from a change in the legally permitted use of the property.
- (3) Recognize an increase or decrease in the value of the property resulting from a factor other than one listed in subsection (b).

(b) In a year in which a general reappraisal of real property in the county is not made, the assessor may not increase or decrease the appraised value of real property, as determined under G.S. 105-286, to recognize a change in value caused by:

- (1) Normal, physical depreciation of improvements;
- (2) Inflation, deflation, or other economic changes affecting the county in general; or
- (3) Betterments to the property made by:
 - a. Repainting buildings or other structures;
 - b. Terracing or other methods of soil conservation;
 - c. Landscape gardening;
 - d. Protecting forests against fire; or
 - e. Impounding water on marshland for non-commercial purposes to preserve or enhance the natural habitat of wildlife.

(c) An increase or decrease in the appraised value of real property authorized by this section shall be made in accordance with the schedules, standards, and rules used in the county's most recent general reappraisal. An increase or decrease in appraised value made under this section is effective as of January 1 of the year in which it is made and is not retroactive. The reason for an increase or decrease in appraised value made under this section need not be under the control of or at the request of the owner of the affected property. This section does not modify or restrict the provisions of G.S. 105-312 concerning the appraisal of discovered property.

(d) Notwithstanding subsection (a), if a tract of land has been subdivided into lots and more than five acres of the tract remain unsold by the owner of the tract, the assessor may appraise the unsold portion as land acreage rather than as lots. A tract is considered subdivided into lots when the lots are located on streets laid out and open for travel and the lots have been sold or offered for sale as lots since the last appraisal of the property. (1939, c. 310, ss. 301, 500; 1953, c. 970, s. 5; 1955, c. 901; c. 1100, s. 2; 1959, c. 682; c. 704, s. 2; 1963, c. 414; 1967,

c. 892, s. 7; 1969, c. 945, s. 1; 1971, c. 806, s. 1; 1973, c. 695, s. 10; c. 790, s. 2; 1987, c. 655; 1997-226, s. 4; 2001-139, s. 2; 2008-146, s. 1.2.)

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§ 105-312. Discovered property; appraisal; penalty.

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(a) Repealed by Session Laws 1991, c. 34, s. 4.

(b) Duty to Discover and Assess Unlisted Property. – It shall be the duty of the assessor to see that all property not properly listed during the regular listing period be listed, assessed and taxed as provided in this Subchapter. The assessor shall file reports of such discoveries with the board of commissioners in such manner as the board may require.

(c) Carrying Forward Real Property. – At the close of the regular listing period each year, the assessor shall compare the tax lists submitted during the listing period just ended with the lists for the preceding year, and he shall carry forward to the lists of the current year all real property that was listed in the preceding year but that was not listed for the current year. When carried forward, the real property shall be listed in the name of the taxpayer who listed it in the preceding year unless, under the provisions of G.S. 105-302, it must be listed in the name of another taxpayer. Real property carried forward in this manner shall be deemed to be discovered property, and the procedures prescribed in subsection (d), below, shall be followed unless the property discovered is listed in the name of the taxpayer who listed it for the preceding year and the property is not subject to appraisal under either G.S. 105-286 or G.S. 105-287 in which case no notice of the listing and valuation need be sent to the taxpayer.

(d) Procedure for Listing, Appraising, and Assessing Discovered Property. – Subject to the provisions of subsection (c), above, and the presumptions established by subsection (f), below, discovered property shall be listed by the assessor in the name of the person required by G.S. 105-302 or G.S. 105-306. The discovery shall be deemed to be made on the date that the abstract is made or corrected pursuant to subsection (e) of this section. The assessor shall also make a tentative appraisal of the discovered property in accordance with the best information available to him.

When a discovery is made, the assessor shall mail a notice to the person in whose name the discovered property has been listed. The notice shall contain the following information:

- (1) The name and address of the person in whose name the property is listed;
- (2) A brief description of the property;
- (3) A tentative appraisal of the property;
- (4) A statement to the effect that the listing and appraisal will become final unless written exception thereto is filed with the assessor within 30 days from date of the notice.

Upon receipt of a timely exception to the notice of discovery, the assessor shall arrange a conference with the taxpayer to afford him the opportunity to present any evidence or argument he may have regarding the discovery. Within 15 days after the conference, the assessor shall give written notice to the taxpayer of his final decision. Written notice shall not be required, however, if the taxpayer signs an agreement accepting the listing and appraisal. In cases in which agreement is not reached, the taxpayer shall have 15 days from the date of the notice to request review of the decision of the assessor by the board of equalization and review or, if that board is not in session, by the board of commissioners. Unless the request for review by the county board is given at the conference, it shall be made in writing to the assessor. Upon receipt of a timely request for review, the provisions of G.S. 105-322 or G.S. 105-325, as appropriate, shall be followed.

(e) Record of Discovered Property. – When property is discovered, the taxpayer's original abstract (if one was submitted) may be corrected or a new abstract may be prepared to reflect the discovery. If a new abstract is prepared, it may be filed with the abstracts that were submitted during the regular listing period, or it may be filed separately with abstracts designated "Late Listings." Regardless of how filed, the listing shall have the same force and effect as if it had been submitted during the regular listing period.

(f) Presumptions. – When property is discovered and listed to a taxpayer in any year, it shall be presumed that it should have been listed by the same taxpayer for the preceding five years unless the taxpayer shall produce satisfactory evidence that the property was not in existence, that it was actually listed for taxation, or that it was not his duty to list the property during those years or some of them under the provisions of G.S. 105-302 and G.S. 105-306. If it is shown that the property should have been listed by some other taxpayer during some or all of the preceding years, the property shall be listed in the name of the appropriate taxpayer for the proper years, but the discovery shall still be deemed to have been made as of the date that the assessor first listed it.

(g) Taxation of Discovered Property. – When property is discovered, it shall be taxed for the year in which discovered and for any of the preceding five years during which it escaped taxation in accordance with the assessed value it should have been assigned in each of the years for which it is to be taxed and the rate of tax imposed in each such year. The penalties prescribed by subsection (h) of this section shall be computed and imposed regardless of the name in which the discovered property is listed. If the discovery is based upon an understatement of value, quantity, or other measurement rather than an omission from the tax list, the tax shall be computed on the additional valuation fixed upon the property, and the penalties prescribed by subsection (h) of this section shall be computed on the basis of the additional tax.

(h) Computation of Penalties. – Having computed each year's taxes separately as provided in subsection (g), above, there shall be added a penalty of ten percent (10%) of the amount of the tax for the earliest year in which the property was not listed, plus an additional ten percent (10%) of the same amount for each subsequent listing period that elapsed before the property was discovered. This penalty shall be computed separately for each year in which a failure to list occurred; and the year, the amount of the tax for that year, and the total of penalties for failure to list in that year shall be shown separately on the tax records; but the taxes and penalties for all years in which there was a failure to list shall be then totalled on a single tax receipt.

(h1) Repealed by Session Laws 1991, c. 624, s. 8.

(i) Collection. - For purposes of tax collection and foreclosure, the total figure obtained and recorded as provided in subsection (h) of this section shall be deemed to be a tax for the fiscal year beginning on July 1 of the calendar year in which the property was discovered. The schedule of discounts for prepayment and interest for late payment applicable to taxes for the fiscal year referred to in the preceding sentence shall apply when the total figure on the single tax receipt is paid. Notwithstanding the time limitations contained in G.S. 105-381, any property owner who is required to pay taxes on discovered property as herein provided shall be entitled to a refund of any taxes erroneously paid on the same property to other taxing jurisdictions in North Carolina. Claim for refund shall be filed in the county where such tax was erroneously paid as provided by G.S. 105-381.

(j) Tax Receipts Charged to Collector. - Tax receipts prepared as required by subsections (h) and (i) of this section for the taxes and penalties imposed upon discovered property shall be delivered to the tax collector, and he shall be charged with their collection. Such receipts shall have the same force and effect as if they had been delivered to the collector at the time of the delivery of the regular tax receipts for the current year, and the taxes charged in the receipts shall be a lien upon the property in accordance with the provisions of G.S. 105-355.

(k) Power to Compromise. – After a tax receipt computed and prepared as required by subsections (g) and (h) of this section has been delivered and charged to the tax collector as prescribed in subsection (j), above, the board of county commissioners, upon the petition of the
taxpayer, may compromise, settle, or adjust the county's claim for taxes arising therefrom. The board of commissioners may, by resolution, delegate the authority granted by this subsection to the board of equalization and review, including any board created by resolution pursuant to G.S. 105-322(a) and any special board established by local act.

Municipal Corporations. - The provisions of this section shall apply to all cities, (1)towns, and other municipal corporations having the power to tax property. Such governmental units shall designate an appropriate municipal officer to exercise the powers and duties assigned by this section to the assessor, and the powers and duties assigned to the board of county commissioners shall be exercised by the governing body of the unit. When the assessor discovers property having a taxable situs in a municipal corporation, he shall send a copy of the notice of discovery required by subsection (d) to the governing body of the municipality together with such other information as may be necessary to enable the municipality to proceed. The governing board of a municipality may, by resolution, delegate the power to compromise, settle, or adjust tax claims granted by this subsection and by subsection (k) of this section to the county board of equalization and review, including any board created by resolution pursuant to G.S. 105-322(a) and any special board established by local act. (1939, c. 310, s. 1109; 1971, c. 806, s. 1; 1973, c. 476, s. 193; c. 787; 1977, c. 864; 1981, c. 623, ss. 1, 2; 1987, c. 45, s. 1; c. 743, ss. 1, 2; 1989, c. 522; 1991, c. 34, s. 4; c. 624, s. 8; 1991 (Reg. Sess., 1992), c. 961, s. 12; 1999-297, s. 2.)



Presentation by Nash Brick Company

То

Halifax County Property Tax Department

For

Abatement of Property Taxes Assessed and/or Paid

For the Years

2012 through 2016

To Accompany Formal Written Presentation Already Sent to Property Tax Department

Nash Brick Company

Property Tax Presentation

story:

Nash Brick Company (the Assets) was purchased by Tom Fisher and associated investors for approximately \$4,700,000 on October 1, 1987. A.M. Pullen & Company CPA (Now McGladrey & Company) as well as appointed appraisers allocated purchase price to land and land improvements, buildings, manufacturing facilities and equipment, autos and trucks and furniture and equipment.

The manufacturing facilities have had two major overhauls:

- 1) A major kiln modernization in April, 1990 for approximately \$1,200,000
- 2) Upgrading sawdust system, gas system, kiln to dryer equipment in 2006 & 2007 for approximately \$600,000
- 3) The company also built a new employee building in early 2006 for approximately \$365,000

Feaks and Valleys of the Business:

The original cost of approximately \$1,500,000 for the brick kiln and dryer A/C 335 allocated at 10-1-87 should have been written off in April 1990 when the company incurred a cost in A/C 336 of Kiln Modernization for \$1,061,754

My firm, McMillan Pate & Company, LLP, became the company's CPA firm in 2003 and took over setting up depreciation for assets purchased and assets retired through 2016 as well as maintaining continuous fixed asset records. Almost all buildings and equipment have been fully depreciated for income tax purposes by December 31, 2016.

Upon review with Jeff Wyers, general manager of Nash Brick Company in August 2017, he noted after two weeks of detailed review that many fully depreciated items of equipment had been scrapped due to fatigue or obsolescence. My new firm, J. McMillan, PLLC, published a report, dated October 28, 2017, illustrating such by asset class and asset number. Upon your inquiry as to when such assets were scrapped, Mr. Wyers gave you a time table as to when such assets were scrapped. Additional items reflected as repairs were also written off as per instructions from Halifax County Property Tax Department.

The years 2001 through 2006 were very good years (economically speaking) for Nash Brick Company. The years 2007 through 2016 has seen sales dramatically decrease and related to have dramatically increased.

Conclusion:

As a result of prosperous years in 2004, 2005 and 2006, property tax expense did not get much attention. The company was concentrating on net income and related income taxes. Since 2007, sales have dramatically decreased on an annual basis with the company incurring temporary manufacturing "shut downs" through 2015. In August 2015, the plant permanently shut-down its manufacturing operation. Therefore, 2016 and 2017 should be valued on a

iouldating basis for property tax purposes. At December 31, 2016, the following is our reliculated book value:

Land and Buildings <u>\$527,854</u>

Equipment <u>\$146,330</u>

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we have also enclosed a schedule of overbilled & paid property taxes of \$117,363

Schedule Z

Halifax County Tax Department

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

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

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

NOTICE OF DECISION

June 26, 2018

Nash Brick Co. Attention: Mr. Tom Fisher P.O. Box 560 Red Oak, NC 27868

Re: Nash Brick Co. 2017 Business Personal Property Assessment Account # 20

Dear Mr. Fisher,

In June of 2017 the Halifax County Assessor's Office received concerns from your company in regard to its 2017 and prior year Business Personal Property values. These concerns were not processed as a formal appeal, more as a discussion for possible amended listings for the year(s) in question.

Through further phone conversations and emails with representatives of your company, we received information as to the condition of your Business Personal Property and an actual asset list. Following a thorough review of all information provided, as well as information gathered at our meeting in April of 2018, we have decided to adjust your 2017 Business Personal Property value.

The current adjustment is based on up-to-date (January 1, 2017) additions and deletions of assets and additional depreciation down to 25% good, also known as residual value. Further adjustments may be considered to the value below if additional information regarding "scrapped assets", specifically disposal dates, is provided.

This value will also be used for the 2018 Business Personal Property value and will not be charged a late listing penalty.

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NEW VALUE: \$915,818

OLD VALUE: \$1,836,291

If you have any questions feel free to call Mr. Ross McKinney or myself at 252-583-2121.

Sincerely,

C. Shandymen

C. Shane Lynch Halifax County Tax Assessor



Where the Spirit of Independence Was Born

Talifax County Tax Department

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

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

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

Date: June 26, 2018 Parcel #: 01-00359

N B ACQUISITION CO. C/O NASH BRICK CO PO BOX 560 RED OAK, NC 27868

Dear Taxpayer:

There has been an update in your real estate value for tax year 2017 and 2018.

The value change of this parcel could be due to the assessment of building(s) and/or improvement(s) that were not previously assessed to this parcel.

Any reduction in value could be due to review of the parcel, removal of building value, or a correction or update in land value.

The reason for the change is stated below. If you have any questions relative to this updated value, please call the Tax Department at (252)583-2121 within Thirty (30) Days from the date of this letter.

REASON FOR THE CHANGE: REDUCED VALUE AS RESULT OF FIELD REVIEW AND OWNER INFORMATION WHICH RESULTED IN ADJUSTMENTS AND CORRECTIONS TO LAND AND BUILDINGS.

NEW VALUE: \$712,500 Pl Juste Velue OLD VALUE: \$1,194,100

Sincerely,

Steve Porter Halifax County Tax Appraiser



Halifax County Tax Department

Post Office Box 68 357 Ferrell Lane Halifax, NC 27839 Phone: (252) 583-2121 Fax: (252) 583-9311 Doris B. Hawkins, Tax Coordinator/Collector hawkinsd@halifaxnc.com

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

Date: June 26, 2018 Parcel #: 01-00360

N B ACQUISITION CO. C/O NASH BRICK CO PO BOX 560 RED OAK, NC 27868

Dear Taxpayer:

There has been an update in your real estate value for tax year 2017 and 2018.

The value change of this parcel could be due to the assessment of building(s) and/or improvement(s) that were not previously assessed to this parcel.

Any reduction in value could be due to review of the parcel, removal of building value, or a correction or update in land value.

The reason for the change is stated below. If you have any questions relative to this updated value, please call the Tax Department at (252)583-2121 within Thirty (30) Days from the date of this letter.

REASON FOR THE CHANGE: REDUCED VALUE AS A RESULT OF CHANGING WOODLAND TO WASTELAND.

NEW VALUE: \$176,600 - Abjuste Volue OLD VALUE: \$193,400

Sincerely,

Steve Porter Halifax County Tax Appraiser



Halifax County Tax Department

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

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

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

Date: June 26, 2018 Parcel #: 01-00361

N B ACQUISITION CO. C/O NASH BRICK CO PO BOX 560 RED OAK, NC 27868

Dear Taxpayer:

There has been an update in your real estate value for tax year 2017 and 2018.

The value change of this parcel could be due to the assessment of building(s) and/or improvement(s) that were not previously assessed to this parcel.

Any reduction in value could be due to review of the parcel, removal of building value, or a correction or update in land value.

The reason for the change is stated below. If you have any questions relative to this updated value, please call the Tax Department at (252)583-2121 within Thirty (30) Days from the date of this letter.

REASON FOR THE CHANGE: REDUCED VALUE AS A RESULT OF CHANGING WOODLAND TO WASTELAND.

NEW VALUE: \$10,000 Adjusted Values OLD VALUE: \$15,500

Sincerely,

Steve Porter Halifax County Tax Appraiser





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: Halifax County Solar Energy Systems Ordinance

DATE: June 3, 2019 Regular Meeting

SUPPORTING INFORMATION:

The Halifax County Planning Board has recommended the adoption of a new land development ordinance entitled the Halifax County Solar Energy Systems Ordinance, to be codified as Article III, Chapter 46, of the Code of Ordinances of Halifax County, North Carolina. The Planning Director and the County Attorney are available to answer questions about any provisions in the draft ordinance. Following your discussion, you may consider adoption of the ordinance as presented or you may propose such changes as you deem necessary, either for approval today or at a later time. Please be reminded that the temporary moratorium you imposed on May 6 will automatically expire on July 9. Adoption of the ordinance will terminate the moratorium.

ATTACHMENTS:

Description

Resolution to Adopt Solar Energy Systems Ordinance

TOTAL COST:N/A

COUNTY COST:N/A

REQUEST: Consider the adoption of the proposed Halifax County Solar Energy Systems Ordinance by resolution attached.

A RESOLUTION TO ADOPT THE HALIFAX COUNTY SOLAR ENERGY SYSTEMS ORDINANCE AND TO REPEAL A PRIOR MORATORIUM ORDINANCE

WHEREAS, in response to concerns expressed by the Halifax County Board of Adjustment, county staff to developed a proposed county ordinance related to the regulation of solar energy systems; and

WHEREAS, on March 20, 2019, a draft of the proposed ordinance was submitted to the Halifax County Planning Board for review and recommendation as required by GS 153A-341(c), at which time the planning board deferred recommendation and on the ordinance, but requested that the board of county commissioners consider the adoption of a temporary moratorium on the acceptance of permit applications for solar energy systems while a draft ordinance was under consideration; and

WHEREAS, on May 6, 2019, the board of county commissioners, after public hearing, imposed a temporary moratorium on the acceptance of permit applications for solar energy systems, pursuant to GS 153A-340(h), effective from May 6, 2019, until July 9, 2019; and

WHEREAS, the Planning Board conducted a public hearing and review of a draft of the proposed ordinance at its regular meeting on May 15, 2019, and by unanimous vote has recommended the adoption of the ordinance attached hereto and entitled "Halifax County Solar Energy Systems Ordinance" as a new Article III under Chapter 46 of the Code of Ordinances of Halifax County, North Carolina, a copy of which is attached to this resolution; and

WHEREAS, pursuant to GS 153A-323(a) a public hearing was held by the Halifax County Board of Commissioners (the Board) regarding the proposed ordinance at its regular meeting on June 3, 2019, at 9:30 a.m., after notice of the public hearing had been published in the manner required by said statute; and

WHEREAS, pursuant to GS 153A-340(a) the Board has the authority to adopt development regulation ordinances, including ordinances regulating solar energy systems; and

WHEREAS, the attached solar energy systems ordinance has been introduced for consideration of adoption by the Board; and

WHEREAS, the Board has considered the Halifax County Comprehensive Development Plan and finds that the proposed solar energy systems ordinance is consistent with the following policies of the Plan, to wit: Policy ED-1 and Policy PC-1; and

WHEREAS, the Board desires to adopt the proposed solar energy systems ordinance;

NOW, THEREFORE, IT IS HEREBY RESOLVED AND ORDAINED THAT:

1. The Halifax County Board of Commissioners does here by adopt the attached "Halifax County Solar Energy Systems Ordinance", to be codified as Article III, Solar Energy Systems, under Chapter 46, Planning, in the Code of Ordinances of Halifax County, North Carolina;

2. This ordinance shall be effective immediately upon adoption of this resolution; and

3. The moratorium ordinance adopted by the Board pursuant to G.S. 153A-430(h) on May 6, 2019, is hereby repealed.

Adopted this 3rd day of June, 2019.

Vernon J. Bryant, Chairman Halifax County Board of Commissioners

ATTEST:

Andrea H. Wiggins, MMC

ATTACHMENT TO RESOLUTION TO ADOPT THE HALIFAX COUNTY SOLAR ENERGY SYSTEMS ORDINANCE AND TO REPEAL A PRIOR MORATORIUM ORDINANCE

July 3, 2019

Code of Ordinances of Halifax County, North Carolina Chapter 46. Planning Article III. Solar Energy Systems

Sec. 46-34. - Authority and Short Title.

This ordinance is adopted pursuant to Chapter 153A, Article 18, North Carolina General Statutes and shall be known and may be cited and referenced as the Halifax County Solar Energy Systems Ordinance.

Sec. 46-35. - Purpose.

The purpose of this article is to facilitate the construction, installation, and operation of Solar Energy Systems (SESs) in Halifax County 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. It is the intent of this ordinance to encourage the development of SESs that reduce reliance on foreign and out-of-state energy resources, bolster local economic development and job creation, support the diversification of the state's energy portfolio, strengthen energy and grid security, reduce greenhouse gas emissions, reduce local air and water pollution, and aid North Carolina in meeting its Renewable Portfolio Standard. This article is not intended to abridge safety, health or environmental requirements contained in other applicable codes, standards, or ordinances. The provisions of this article shall not be deemed to nullify any provisions of local, state or federal law.

Sec. 46-36. - Definitions.

a. Solar Energy System (SES) means the components and subsystems required to convert solar energy into electric or thermal energy suitable for use. The area of the system includes all the land inside the perimeter of the system, which extends to any fencing. The term applies, but is not limited to, solar photovoltaic (PV) systems, solar thermal systems, and solar hot water systems. A system fits into one of three system types: Level 1 SES, Level 2 SES, and Level 3 SES.

b. Level 1 Solar Energy System (Level 1 SES) includes the following:

- (1) an SES that is roof-mounted on an otherwise code-compliant structure.
- (2) a ground-mounted SES covering an area of one acre or less, but no more than 50% of the footprint area of the primary structure on the parcel, if any.
- (3) an SES covering a permanent parking lot or other hardscape area.
- (4) a building integrated SES (i.e., shingle, hanging solar, canopy, etc.).
- c. *Level 2 Solar Energy System* (Level 2 SES) means a ground-mounted system not included in Level 1 that meets the area restriction of the particular zoning district specified below:

(1) R-A (residential agricultural):	SES $\leq 1/2$ acres
(2) HB (highway business):	SES ≤10 acres
(3) LI (light industrial):	SES of any size
(4) HI (heavy industrial):	SES of any size
(5) EHI (enhances heavy industrial):	SES of any size
(6) O&I (office and institutional):	SES ≤10 acres
(7) AP (airport district):	SES ≤ 10 acres

d. *Level 3 Solar Energy System* (Level 3 SES) means any SES that does not satisfy the parameters for a Level 1 or Level 2 Solar Energy System.

Sec. 46-37. - Applicability

This article applies to the construction of any new SES within the planning jurisdiction of Halifax County.

This article shall not apply to any SES that was permitted prior to the effective date hereof, provided, however, that modifications to any SES that increase the SES area by more than 5% of its original footprint, or changes to the type of solar panel used in any SES (e.g. a change from photovoltaic to solar thermal panels) shall be subject to the applicable provisions of this article.

Maintenance or repair to an SES is not subject to this article.

Sec. 46-38. - Compliance With Other Codes, Rules and Regulations.

This article does not supersede, supplant or preempt other applicable local, state or federal ordinances, codes, statutes, rules or regulations related to the site, design, construction and use of solar energy systems, including the issuance of all related permits. Such matters include, but are not limited to, county building codes (including applicable building, electrical and plumbing permits), avoidance of wastewater systems as required by the N.C. Dept. of Health and Human Services, storm water permits as may be required by the N.C. Dept. of Environmental and Natural Resources, regulations related to historic districts and sites, and FAA regulations related to SESs that are proximate to airport facilities.

In addition to compliance with this article, an SES must be constructed in accordance with established county building codes.

Sec. 46-39. - Zoning Permits Required.

The type of zoning permit required under the Halifax County Zoning Ordinance is displayed in Table 1: Permit Requirements. A separate Conditional Use Permit application shall be required for each non-contiguous parcel. Compliance or proposed compliance with this article alone does not establish a prima facie case of compliance with the separate standards that must be met for a conditional use permit.

[This space is intentionally blank. Table 1 follows.]

 Table 1: Permit Requirements

								Permit l andards;							Appli	cable
Zoning District	RA	R-12	R-8	R-6	LR	GC	TC	HB	LB	NSD		Н	EHI	0 & I	AP	PUD
Solar Energy Facilities																
Roof- mounted, parking lot cover, or building integrated (Level 1)	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р
Ground- mounted:																
up to 50% of the footprint of the primary structure (Level 1)	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р
$\leq 1/2$ acre (Level 2)	CUP	CUP	C U P	C U P	C U P	C U P	C U P	D	D	D	D	D	D	D	D	CUP
$\leq 10 \text{ acres}$ (Level 2 or 3)	CUP	CUP	C U P	C U P	C U P	C U P	C U P	D	D	D	D	D	D	D	D	CUP
>10 acres (Level 2 or 3)	CUP	CUP	C U P	C U P	C U P	C U P	C U P	D	D	D	D	D	D	CUP	D	CUP

Sec. 46-40. - Parcel Line Setbacks.

a. The parcel line setbacks for a Level 1 SES are those applicable to the zoning district where the SES is to be located. Provided, a ground-mounted Level 1 SES must comply with the district front yard limitations and setbacks, or otherwise not impair sight distance for safe access to or from the property or other properties in the vicinity. Provided further, a Level 1 SES is not subject to screening requirements typically applied to accessory utility systems (HVAC, dumpsters, etc.).

- b. For Level 2 and 3 SESs, all structures and security fencing shall meet the following setbacks:
 - 1. 150' front property line setback;
 - 2. 50' side and rear property line setback;
 - 3. 150' setback from adjacent residential structures;
 - 4. 100' minimum setback from adjacent water bodies, wetlands, or any other additional setback required by the Army Corps of Engineers or the N.C. Dept. of Environmental and Natural Resources;
 - 5. 1/2 mile setback from the centerline of U.S. Highways 301, 158 and 258;
 - 6. 1/4 mile setback from the centerline of Interstate 95, provided, however, there shall be a setback with a radius of one mile from the point where the centerline of Interstate 95 intersects with the centerline of NC Highway 903, NC Highway 561 and NC Highway 481.

Sec. 46-41. - Height Limitations.

The height limitations of and SES will be measured from the highest natural grade below each solar panel. For a Level 1 SES the maximum height allowed shall be that allowed in the applicable zoning district. For a Level 2 or 3 SES the height limitation shall be 25 feet.

Sec. 46-42. - Other Level 1 Solar Energy System Requirements.

A Level 1 SES is a permitted use in all zoning districts provided it meets the applicable height, setback and related district standards.

Sec. 46-43. - Other Level 2 and 3 Solar Energy System Requirements.

For a Level 2 or 3 SES, the following requirements are in addition to the applicable setback, height and zoning district standards:

- a. All exterior sides of the security fence shall be screened with a landscape buffer that meets one of the following criteria:
 - 1. Existing on-site mature vegetation at a minimum height of ten (10) feet and depth of fifty (50) feet remains between the security fence and adjacent property including rights-of-way; or
 - 2. A single row of evergreens in combination with mature vegetation, installed at a height of five (5) feet achieving opaqueness and a minimum height of ten (10) feet in five years; or
 - 3. A double row of off-set evergreens absent existing mature vegetation, installed at a height of five (5) feet achieving opaqueness and a minimum height of ten (10) feet in five years; or
 - 4. A berm combined with evergreen vegetation installed at a height of five (5) feet achieving opaqueness and a minimum height of ten (10) feet in five years.
- b. Level 2 and 3 SESs shall be developed in accordance with an approved site plan that includes the following information:
 - 1. The location of the solar farm facility (including the arrangement of any existing or proposed buildings, structures, or panels);
 - 2. The distance from any proposed solar farm facility or structure to the surrounding property lines;
 - 3. Any existing or proposed signs, fencing, lighting, construction and permanent parking areas, driveways, landscaping, vegetative screening or required buffers. All parking must be located outside of the state highway right-of-way;
 - 4. Horizontal and vertical (elevation) to-scale drawings with dimensions of proposed solar collector structures.
- c. Solar energy components must have a UL listing and must be designed with antireflective coating(s).
- d. Landscape buffers, ground cover, security fences, gates, and signage must be maintained in good condition until the solar farm is dismantled and removed from

the site. Grass, weeds, and other ground cover must not exceed 12 inches in height at any time.

- e. Decommissioning.
 - 1. A decommissioning plan shall be required as part of the Conditional Use Permit application. The decommissioning plan shall be prepared by a third party engineer not associated with the engineer or engineering firm that prepared or sealed the site plan. It must be signed by the party responsible for decommissioning and all landowners of property included in the SES. The party responsible for decommissioning shall be either the SES owner or the landowner(s). The following items are required to be addressed or included in the decommissioning plan:
 - a. A description of any agreement (e.g. lease) with all landowners regarding decommissioning;
 - b. The identification of the landowner(s), the SES owner, and the party responsible for decommissioning;
 - c. The type of solar panels and other SES components that will be installed on the site;
 - d. The estimated cost, calculated by the third party engineer, for the removal of the SES components, including solar panels, buildings, cabling, electrical components, roads, fencing, and all other associated facilities, including those below grade. The cost of grading and re-seeding of disturbed earth following removal of the SES components shall be included in the estimated decommissioning cost.
 - 2. Prior to the issuance of the zoning permit, the decommissioning plan shall be recorded by the applicant in the Halifax County Register of Deeds Office.
 - 3. Prior to the commencement of construction, the party responsible for decommissioning shall provide performance security in the form of a bond, cash escrow, or irrevocable letter of credit in favor of the County in an amount equal to one and a quarter times the professionally estimated decommissioning cost. Such performance security, whether bond or letter of credit, shall be issued on terms and conditions equivalent to those required for performance bonds under Article 3, Chapter 44A, North Carolina General Statutes. Should the responsible party elect to use an irrevocable letter of credit, it shall be issued by a federally chartered bank with a branch office in northeastern North Carolina in favor of Halifax

County. The form of the bond or letter of credit shall be subject to the prior approval of the Planning Director. The surety or institution issuing the performance security shall provide the county at least 90 days advance notice of any renewal, cancellation, termination, or expiration of the performance security. The performance security shall remain in full force and effect until the SES site is restored to a condition comparable to that which existed prior to the issuance of the Conditional Use Permit. Failure of the responsible party to maintain the performance security in continuous full force and effect shall constitute grounds for revocation of the Conditional Use Permit or zoning permit.

- 4. The decommissioning plan and estimated cost of removal shall be updated every 5 years or upon change of land ownership or SES ownership. All updates to the plan shall be recorded in the Halifax County Register of Deeds Office. The performance security shall be adjusted accordingly within 30 days from the date of recording of the updated decommissioning plan.
- 5. The responsible party shall have 12 months to complete decommissioning of the facility if no energy is generated for a continuous period of 12 months. For purposes of this section, this 12 month period shall not include delay resulting from force majeure.
- 6. The decommissioning performance security shall be drawn in an amount equal to the last estimated removal costs of the SES in the event the responsible party fails to decommission the SES pursuant to the requirements of this article.
- 7. Notwithstanding the terms and conditions of any agreement between the landowner, the SES owner or any third party designated as the party responsible for decommissioning, the landowner shall be ultimately responsible for proper decommissioning if the responsible party fails to decommission the SES in accordance with this article.
- 8. SES components will not be received or handled at any solid waste disposal or recycling facility owned, operated or under contract with Halifax County.
- f. Abandonment.

A Level 2 or 3 SES that ceases to produce energy on a continuous basis for 12 months will be considered abandoned unless the SES owner provides substantial evidence (updated every 6 months after 12 months of no energy production) to the Planning Director of the intent to maintain and reinstate the operation of that facility. Upon a determination of abandonment, the Planning

Director shall notify the responsible party (or parties) that they must remove the SES and decommission the site in accordance with this article. If the responsible party (or parties) fails to comply, the Planning Director may remove the SES, sell any removed materials, make demand on the performance security, initiate judicial proceedings or take any other enforcement action available against the responsible party or the landowner to recover the cost of proper decommissioning of the site.

Sec. 46 - 44. Administration; Rules, Procedures, Forms.

The Planning Director, with the concurrence of the County Manager, is authorized to promulgate rules, procedures and forms for the efficient implementation, administration and enforcement of this Article, provided such rules, procedures and forms are consistent with the substantive provisions of this Article. All rules, procedures and forms shall be maintained in written form, readily available to the public. Failure to comply with the rules, procedures and forms promulgated under this authority shall be grounds for denial or revocation of any zoning or other land use permit issued in connection with a solar energy system.



AGENDA Halifax County Board of Commissioners Regular Meeting

TO: Halifax County Board of Commissioners

FROM: Sheriff S. Wes Tripp, Sheriff's Office

PRESENTER: Sheriff S. Wes Tripp, Sheriff's Office

SUBJECT: Request for Acceptance of Bulletproof Vest Partnership Grant Funds

DATE: June 3, 2019 Regular Meeting

SUPPORTING INFORMATION:

Request for Acceptance of FY2019-2020 Bulletproof Vest Partnership(BVP) Grant funds for the purchase of 15 vests at \$631.50 each, for a total of \$9,472.50, of which the county is responsible for half, being \$4,736.25. Although we have until October 2021 to expend said funds, our intent is to purchase these vests immediately.

ATTACHMENTS:

Description

BVP Application

TOTAL COST:\$9,472.50

COUNTY COST:\$4,736.25

REQUEST: Request for Acceptance of FY2019-2020 Bulletproof Vest Partnership(BVP) Grant funds for the purchase of 15 vests at \$631.50 each, for a total of \$9,472.50, of which the county is responsible for half, being \$4,736.25. Although we have until October 2021 to expend said funds, our intent is to purchase these vests immediately.

SUBMIT APPLICATION



You have successfully submitted your application for funding for BVP approval.

The approval process may take several weeks from the application closing date. A confirmation email has been sent to guyantc@halifaxnc.com. An email approval advisory will also be sent to guyantc@halifaxnc.com when the program approvals are completed. Additionally, you may check the status of your application by selecting option , 'Application History', in the Jurisdiction's Handbook. Thank you for your continued patience.

For your reference, the summary data for your Application for Funding is listed below.

SUCCESSFUL SUBMISSION

Jurisdiction:HALIFAX COUNTYApplication Id:19098127Status/Submission Date:Sent for BVP Approval : 05/02/19

APPLICATION FOR FUNDING

Quantity Extended Cost Ta	ax, S&H	Total Cost
---------------------------	---------	------------

Jurisdiction's Handbook

Quantity	Extended Cost	Tax, S&H	Total Cost
15	\$9,472.50	\$0.00	\$9,472.50
Maximum Allow	\$4,736.25		

* Important: You can click on the 'Print Screen' button below to keep a copy for your records.

PRINT SCREEN

0221-2019	Cruig's Firearm Supply Inc. Police Distributor	1		
5620 Concord Pkw Phone 980-258-0444	5620 Concord Pkwy S., Concord, NC 28027 8761 Chapman Highway, Knoxville, TN 37920 Phone 980-258-0444/0445 ~ Fax 980-258-0453 Phone 865-573-4567 ~ Fax 865-573-0820 tonyl@craigsfirearms.com tonyl@craigsfirearms.com	lighway, Knc 3-4567 ~ Fax	xville, TN 865-573-08	37920 120
TO: MAJ	MAJ NEIL AYCOCK PHONE:	252-532-2073		Tel
AGENCY: HAL	HALIFAX CO. S. O. EMAIL: avco	avcockn@halifaxnc	:.com	
DATE:	04/18/19 Quote will be honored for	270		,
A copy of this quote MANI	A copy of this quote must accompany your purchase order. MANUFACTURER MUST HAVE A SEPARATE PURCHASE ORD	HASE ORE)ER.	EACH
ALL REMINGTO	ALL REMINGTON PRODUCTS REQUIRE A SEPARATE PURCHASE ORDER FOR EACH LINE ITEM	DER FOR EA	CH LINE IT	EM.
AGENCIES ARE RESP	AGENCIES ARE RESPONSIBLE FOR ALL TAXES PLEASE INCLUDE OR/ NUMBER WITH ORDER.	ORI NUMB	ER WITH	ORDER.
PART #	ITEM DESCRIPTION	PRICE	QTY.	EXT.
HL6B21CS0M	POINT BLANK HI-LITE SERIES, BII-1 BALLISTICS, (2) TAN CARRIERS, 5X8 SOFT TRAUMA INSERT, for RICHARDSON	\$606.00	-	\$606.00
OD7M00BV0J with BII-1	GUARDIAN OD-C ZIP FRONT CARRIER, OD GREEN IN COLOR, BII-1 BALLISTICS, ID PLACARDS WITH "SHERIFF" IN WHITE LETTERS, for EPPERSON	\$631.50		\$631.50
OD7M00BV0J with BII-1	GUARDIAN OD-C ZIP FRONT CARRIER, BLACK IN COLOR, DXII BALLISTICS, ID PLACARDS WITH "SHERIFF" IN WHITE LETTERS, for BIGGERSTAFF	\$631.50	-	\$631.50
AGENCY ACKNOWLEDGEMENT OF TERMS:	MENT OF TERMS:	TOTAL =		\$1,869.00
I accept this quote as written:				
Agency representative's Signature:	nature:			
Agency representative's printed name:	nted name:			
Please call with any qu	Please call with any questions about this quote.			
Thank you,	* Govt. agency prices do not include sales tax or FET where applicable	tax or FET whe	re applicable	

* Prices are due and payable NET 30 days for each invoice

* Govt. agency prices do not include sales tax or FET where applicable

Tony Lardo NC Law Enforcement Sales CELL 865-388-6337

- * Trade-In pistols must be in good, serviceable working order
- * Deductions made if trade-ins are damagedor not as specified
- * Trade-In or exchange pistols must be complete with 3 magazines, working sights, in original box, unless otherwise noted.
- * Trade-In or exchange pistols must be turned in within 30 days after receipt of new
- Glock pistols, unless other arrangements have been made and approved



AGENDA Halifax County Board of Commissioners Regular Meeting

TO: Halifax County Board of Commissioners

FROM: Dia H. Denton, Deputy County Manager

PRESENTER: Dia H. Denton, Deputy County Manager

SUBJECT: Architect Selection - 911 and Regional Back-up Center

DATE: June 3, 2019 Regular Meeting

SUPPORTING INFORMATION:

The project to build a new facility for the Halifax County 911 PSAP and Regional Back-up Center is moving forward.
 A Request for Qualifications was advertised on April 11, 2019 in the Daily Herald and the News and Observer. A direct solicitation was sent to five firms identified as having relevant experience that could choose to submit qualifications.

3. Qualifications were due on April 25, 2019. Six firms responded with qualifications.

4. Staff and representatives from Mission Critical Partners (MCP) met on April 29, 2019 to review the submissions.

5. Staff narrowed down the submissions to the top two firms.

6. Staff met with the top firm on the list (Stewart Cooper Newell) which had the most experience both in building 911 center facilities as well as working with NC 911 grants.

ATTACHMENTS:

Description

No Attachments Available

TOTAL COST:TBD

COUNTY COST:TBD

REQUEST: Authorize staff to negotiate and execute a contract with Stewart Cooper Newell Architects to provide architectural and engineering services for the 911 and Regional Back-up Center. If a contract cannot be successfully negotiated and executed, staff requests to work with the second choice firm.



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: June 3, 2019 Regular Meeting

SUPPORTING INFORMATION:

Attached, please find the Board Appointments.

ATTACHMENTS:

Description

- Board Appointments Requiring Action
- **D** Board Vacancies Without Recommendations
- July 2019 Board Appointments

TOTAL COST:

COUNTY COST:

REQUEST: Approve the Board Appointments that require action.

BOARD APPOINTMENTS

- A. Adult Care Home Advisory Committee
- B. Alcoholic Beverage Control
- C. Economic Development Board
- D. EMS Advisory Committee
- E. Five County Community Operations Center Oversight Board
- F. Halifax Community College Board of Trustees
- G. Halifax County Council on Aging
- H. Jury Commission
- I. Library Board
- J. Regional Aging Advisory Council
- K. Social Services Board
- L. Tourism Authority
- M. Upper Coastal Plain Workforce Development Board
- N. Board Vacancies Without Recommendations
- O. July 2019 Board Appointments

MEMORANDUM

TO: HALIFAX COUNTY COMMISSIONERS

FROM: ANDREA H. WIGGINS, CLERK TO THE BOARD

SUBJECT: ADULT CARE HOME ADVISORY COMMITTEE

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

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

- Receive nominations to waive the term limit and reappoint Alberta Greene
- Receive nominations to appoint a replacement for Fred Brown

Adult Care Home Advisory Committee

Fred Roanoke Rapi	Brown ds	Member Black		7/1/2016	through 6/30/2019 Number: 6	Appointed by:	Halifax County Commissioners Eligible for reappointment?	No
Alberta Weldon	Greene	Member Black	Female	7/1/2016	through 6/30/2019 Number: 6	Appointed by:	Halifax County Commissioners Eligible for reappointment?	No
Hattie Scotland Neck	Staton	Member Black	Female	7/1/2017	through 6/30/2020 Number: 1	Appointed by:	Halifax County Commissioners Eligible for reappointment?	Yes
Prudence Littleton	Boseman	Member White	Female	7/1/2018	through 6/30/2021 Number: 1	Appointed by:	Halifax County Commissioners Eligible for reappointment?	Yes
Ozie Weldon	Ruffin	Member Black		7/1/2018	through 6/30/2021 Number: 6	Appointed by:	Halifax County Commissioners Eligible for reappointment?	No

Andrea Wiggins

From: Sent: To: Cc: Subject: Attachments: Tyronda Whitaker <TWhitaker@ucpcog.org> Wednesday, May 08, 2019 2:42 PM Andrea Wiggins Annetta Brown; Mary Marlin Recommendation regarding reappointment CAC Removal-F. Brown.pdf

Ms. Wiggins,

I recommend that Ms. Alberta Greene be reappointed to the Adult Care Home Advisory Committee. She is a faithful volunteer and attends faithfully.

Mr. Fred Brown has some declining health issues and is unable to make the visits to facilities. He is missed dearly and has been an asset to the committee. We do not recommend reappointment at this time.

Tyronda "Ty" Whitaker, Regional Long Term Care Ombudsman Upper Coastal Plain Council of Governments Area Agency on Aging 121 W. Nash St P. O. Box 9 Wilson, NC 27894 252-234-5963 252-234-5971 Fax

DON'T QUIT. Suffer now & live the rest of your life as a CHAMPION. "Muhummad Ali



The information contained in this communication (including any attachment) may be privileged and confidential information (protected by HIPPA and or privacy laws) and is intended for the sole use of the addressee. Access to this communication by anyone else is unauthorized. If the reader is not the intended recipient, you are hereby notified that any distribution or copying of this communication is strictly prohibited and may be unlawful. If you have received this transmission in error, please reply to notify us of

MEMORANDUM

TO: HALIFAX COUNTY COMMISSIONERS

FROM: ANDREA H. WIGGINS, CLERK TO THE BOARD

SUBJECT: ALCOHOLIC BEVERAGE CONTROL BOARD

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

Robert Shields

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

· Receive nominations to waive the term limit and reappoint Robert Shields

Alcoholic Beverage Control

1	Robert Scotland Nec	Shields ck	Chair Black	Male	7/1/2016 through 6/30/2019 Appointed by: Halifax County Commission Term Number: 8 Eligible for reapp	
2	Tyrone Enfield	Williams	Member Black		4/1/2019 through 6/30/2020 Appointed by: Halifax County Commission Term Number: 0 Eligible for reappointed by:	ers ointment? Yes
3	Johnny Weldon	Draper, Jr.	Member White	Male	7/1/2018 through 6/30/2021 Appointed by: Halifax County Commission Term Number: 8 Eligible for reappointed by:	
4	Helen Roanoke Rap	Bush bids	Member White	Female	4/1/2019 through 6/30/2022 Appointed by: Halifax County Commission Term Number: 0 Eligible for reappo	
5	James Roanoke Rap	Eatman bids	Member White	Male	4/1/2019 through 6/30/2022 Appointed by: Halifax County Commissione Term Number: 0 Eligible for reappo	

HALIFAX COUNTY ABC BOARD P.O. BOX 280 HALIFAX, NC 27839 (252)583-3751

Derian J. Caudle General Manager

Cindy P. Allen Finance Officer Board Clerk

Robert Shields Chairman Scotland Neck Helen Bush Roanoke Rapids

Johnny Draper Weldon

James Eatman Roanoke Rapids

Tyrone Williams Enfield

May 8, 2019

Andrea H. Wiggins, MMC, NCCCC Clerk to the Board/Assistant to the County Manager Halifax County Post Office Box 38 Halifax, NC 27839

Dear Ms. Wiggins,

The Halifax County ABC Board respectfully requests the consideration of the Halifax County Board of Commissioners in allowing Mr. Robert F. Shields to serve another term on our board and to continue to fulfill the capacity of Chairman.

As Chairman of our Board, Mr. Shields has been a tremendous asset and leader. He will continue his leadership and excellent working relationship with the Board as we move forward welcoming and working alongside three newly appointed members. He has thorough knowledge of the current ABC system. It is our fccling that his reappointment will greatly benefit this board, as well as the citizens of Halifax County.

Thank you for your kind consideration of the matter. We look forward to hearing from you in the near future.

Respectfully,

HALIFAX COUNTY ABC BOARD

Helen Bush, Board Member

Johnny Draper, Board Member

James Eatman, Board Member

Tyrone Williams, Board Member

MEMORANDUM

TO: HALIFAX COUNTY COMMISSIONERS

FROM: ANDREA H. WIGGINS, CLERK TO THE BOARD

SUBJECT: ECONOMIC DEVELOPMENT BOARD

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

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

- Receive nominations to reappoint Danny Hinnant and Portia Shields
- Hold the reappointment of Jeff Peedin until the July 8, 2019 Regular Meeting

Economic Development Board

8	Danny Halifax	Hinnant	Halifax <i>White Male</i>	7/1/2016	through Number:	6/30/2019 2	Appointed by:	Halifax County Commissioners Eligible for reappointment?	Yes
1	Jeff Littleton	Peedin	Littleton White Male	7/1/2016	through Number:	6/30/2019 2	Appointed by:	Halifax County Commissioners Eligible for reappointment?	Yes
7	Portia Scotland Nec	Shields k	Scotland Neck Black Female	3/12/201	 through (Number:	6/30/2019 <i>O</i>	Appointed by:	Halifax County Commissioners Eligible for reappointment?	Yes
3	Ronnie Enfield	Locke	Enfield White Male	7/1/2017	through (Number:	6/30/2020 3	Appointed by:	Halifax County Commissioners Eligible for reappointment?	No
9	Samuel Littleton	Robinson, Jr.	At-Large Member Black Male	7/1/2017	through (Number:	6/30/2020 3	Appointed by:	Halifax County Commissioners Eligible for reappointment?	No
2	Benjamin Roanoke Rap	Sledge vids	At-Large Member Black Male	7/1/2017	through 6 Number:	6/30/2020 3	Appointed by:	Halifax County Commissioners Eligible for reappointment?	No
10	Hugh Roanoke Rap	Bazemore	At-Large Member White Male	7/1/2018	through (Number:	6/30/2021 4	Appointed by:	Halifax County Commissioners Eligible for reappointment?	No
5	Johnny Weldon	Draper, Jr.	Weldon <i>White Male</i>	7/1/2018	through 6 Number:		Appointed by:	Halifax County Commissioners Eligible for reappointment?	Yes
6	Daniel Roanoke Rap	Fouts, Jr. iids	Roanoke Rapids White Male	7/1/2018	through 6 Number:		Appointed by:	Halifax County Commissioners Eligible for reappointment?	Yes
4	J. Rives Roanoke Rap	Manning, Jr. ids	County Commissioner White Male	7/1/2018	through 6 Number:		Appointed by:	Halifax County Commissioners Eligible for reappointment?	No
11	Robert Hobgood	Sykes	Hobgood White Male	7/1/2018	through 6 Number:	6/30/2021 1	Appointed by:	Halifax County Commissioners Eligible for reappointment?	Yes


May 28, 2019

Mr. Vernon Bryant, Chairman Halifax County Board of Commissioners PO Box 38 Halifax, NC 27839

Dear Chairman Bryant:

At our meeting on May 23, 2019, the Board of Directors of the Halifax County Economic Development Commission (HCEDC) voted to recommend the reappointment of two Directors for an additional three-year term. These Directors' terms expire on June 30, 2019 and are eligible for reappointment:

Portia ShieldsScotland Neck AreaDanny HinnantHalifax Area

Unexpired Term Expires June 30, 2019 Second Term Expires June 30, 2019

Each of these individuals have been very active with the HCEDC Board, faithful in their attendance, and have indicated their interest and willingness to continue to serve as a Director.

Please note that Director Jeff Peedin's term also expires as of June 30, 2019. Director Peedin has assumed a leadership role in another organization and has requested additional time to consider his ability to commit to another term. The Board will consider Mr. Peedin's reappointment at their June meeting.

Thank you for your consideration of this request. If you should have any questions or need additional information, please do not hesitate to call me.

Sincerely,

Romie Loslag

Ronnie Locke Chairman

CC: Andrea H. Wiggins, Clerk to the Board J. Rives Manning, Vice Chairman, Halifax County Board of Commissioners

Halifax County Economic Development Commission

260 Premier Boulevard • Roanoke Rapids, NC 27870 Phone (252) 519-2630 • E-mail: cathyscott@halifaxdevelopment.com Website: www.HalifaxDevelopment.com • www.HalifaxCorporatePark.com

TO: HALIFAX COUNTY COMMISSIONERS

FROM: ANDREA H. WIGGINS, CLERK TO THE BOARD

SUBJECT: EMS ADVISORY COMMITTEE

According to our records, the EMS Advisory Committee has 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

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

- Receive nominations to waive the term limit and reappoint Janice Hales
- Receive nominations to reappoint Sandra Showalter
- Receive nominations to replace Terry Newsom

EMS Advisory Committee

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

Andrea Wiggins

From: Sent: To: Subject: Phil Ricks Friday, May 17, 2019 1:20 PM Andrea Wiggins FW: EMS Advisory Board Reappointment

From: Hales, Janice <JHALES@HALIFAXRMC.ORG> Sent: Friday, May 10, 2019 1:37 PM To: Phil Ricks <ricksp@halifaxnc.com>; Terry Newsom <tnewsom@3rddoor.com>; m_showalter@charter.net Cc: Dia Denton <dentond@halifaxnc.com> Subject: RE: EMS Advisory Board Reappointment

Phil

It has been an honor to serve on the EMS Board. I feel we have made a difference for both EMS and non-emergency services. I feel this board still has value to the county but we must have more members. The last six members that resigned have not been replaced. If the Commissioners are going to appoint new members then I would like to be reappointed. Please advise as soon as you know. Janice

From: Phil Ricks [mailto:ricksp@halifaxnc.com]
Sent: Thursday, May 02, 2019 2:05 PM
To: Hales, Janice; Terry Newsom; <u>m_showalter@charter.net</u>
Cc: Dia Denton
Subject: EMS Advisory Board Reappointment

WARNING: This email originated outside Halifax Regional. Stop and think.

All,

Attached is a letter from Andrea Wiggins, Clerk to the Board asking if you wish to be reappointed or replaced on the EMS Advisory Board. Please respond no later than Friday May 17, 2019 at 1700 hours.

Thank you all for your service on this board.

Phil

The information contained in this e-mail message is intended only for use of the individual or entity named above. If the reader of this message is not the intended recipient, or the employee or agent responsible to deliver it to the intended recipient, you are hereby notified that any dissemination, distribution or copying of this communication is strictly prohibited. If you have received this communication in error, please notify the sender at the above address/telephone number.

Andrea Wiggins

From: Sent: To: Subject: Phil Ricks Friday, May 17, 2019 1:19 PM Andrea Wiggins FW: EMS Advisory Board Reappointment

From: tnewsom@3rddoor.com <tnewsom@3rddoor.com> Sent: Friday, May 3, 2019 4:16 PM To: Phil Ricks <ricksp@halifaxnc.com>; 'Janice Hales' <JHALES@halifaxrmc.org>; m_showalter@charter.net Cc: Dia Denton <dentond@halifaxnc.com> Subject: RE: EMS Advisory Board Reappointment

Hello Phil,

I have been on the board for a long time and it was a pleasure to serve the community and work with you. If you would please advise Ms Wiggins that I would not like to be reappointed at the end of June I would consider it a personal favor. Your humble servant.

Terris Newsom

------ Original Message ------Subject: EMS Advisory Board Reappointment From: Phil Ricks <<u>ricksp@halifaxnc.com</u>> Date: Thu, May 02, 2019 11:05 am To: 'Janice Hales' <<u>JHALES@halifaxrmc.org</u>>, Terry Newsom <<u>tnewsom@3rddoor.com</u>>, "<u>m_showalter@charter.net</u>" <<u>m_showalter@charter.net</u>> Cc: "Dia Denton" <<u>dentond@halifaxnc.com</u>>

All,

Attached is a letter from Andrea Wiggins, Clerk to the Board asking if you wish to be reappointed or replaced on the EMS Advisory Board. Please respond no later than Friday May 17, 2019 at 1700 hours.

Thank you all for your service on this board.

Phil

Andrea Wiggins

From: Sent: To: Subject: Phil Ricks Friday, May 17, 2019 1:19 PM Andrea Wiggins FW: EMS Advisory Board Reappointment

From: Phil Ricks Sent: Friday, May 3, 2019 7:47 PM To: Sandy's Charter <m_showalter@charter.net>; JHALES@HALIFAXRMC.ORG Cc: Dia Denton <dentond@halifaxnc.com> Subject: Re: EMS Advisory Board Reappointment

Thanks Sandy. I will keep you informed.

Get Outlook for iOS

From: Sandy's Charter <<u>m_showalter@charter.net</u>> Sent: Friday, May 3, 2019 6:41 PM To: Phil Ricks; <u>JHALES@HALIFAXRMC.ORG</u> Subject: Re: EMS Advisory Board Reappointment

🗸 Phil,

It has been an honor to serve on this board with you and the other appointees and I would like to continue to serve on this board if we could get additional members. It's been very hard to give my time to this committee when we haven't been able to really make a difference in what goes on in our county. We need to know that our input on various issues are being heard by the commissioners and that we are of value as a committee. Please let me know if this board will be continued as I would like to be reappointed.

Thanks,

Sandy Showalter

Sent from my iPad

On May 2, 2019, at 2:05 PM, Phil Ricks <ricksp@halifaxnc.com > wrote:

All,

TO: HALIFAX COUNTY COMMISSIONERS

FROM: ANDREA H. WIGGINS, CLERK TO THE BOARD

SUBJECT: FIVE COUNTY COMMUNITY OPERATIONS CENTER OVERSIGHT BOARD

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

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

Receive nominations to reappoint Regina Dickens

Five County Community Oper. Center Oversight Board

1	Dean Roanoke Rap	Smith (vacant) ids	Consumer/Family Member of Co White Male	7/1/2012 through 6/30/2015 Term Number: 1	Appointed by: Halifax County Commissioners Eligible for reappointment?	Yes
2	Regina Littleton	Dickens	Community Stakeholder/Citizen White Female	7/1/2016 through 6/30/2019 Term Number: 2	Appointed by: Halifax County Commissioners Eligible for reappointment?	Yes
3	Marcelle Scotland Nec	Smith k	County Commissioner Black Male	7/1/2018 through 6/30/2021 Term Number: 3	Appointed by: Halifax County Commissioners Eligible for reappointment?	No

TO: HALIFAX COUNTY COMMISSIONERS

FROM: ANDREA H. WIGGINS, CLERK TO THE BOARD

SUBJECT: HALIFAX COMMUNITY COLLEGE BOARD OF TRUSTEES

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 and one member that has resigned:

Michael Mills and Robin Lancaster

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

- Receive nominations to reappoint Michael Mills
- Receive nominations to fill the unexpired term of Robin Lancaster

Halifax Community College Board of Trustees

7	J. Deans Roanoke Rap	Eatman ids	Member White	Male	7/1/2015	through Number:	6/30/2019 1	Appointed by:	RRGSD Board of Education Eligible for reappointmen	? Yes
9	Michael Hollister	Mills	Member Indian	Male	3/6/2017	through Number:	6/30/2019 0	Appointed by:	Halifax County Commissioners Eligible for reappointmen	? Yes
1	Bryon Littleton	Waters	Member White	Male	12/5/201	through Number:	6/30/2019 0	Appointed by:	Governor Eligible for reappointmen	? Yes
10	Michael G. Roanoke Rap	Felt ids	Member White	Male	7/1/2016	through Number:	6/30/2020 2	Appointed by:	Halifax County Commissioners Eligible for reappointmen	? Yes
8	Mary Enfield	Mebane	Member Black	Female	7/1/2017	through Number:	6/30/2020 0	Appointed by:	Governor Eligible for reappointmen	? Yes
5	Ruel Enfield	Solomon	Member Black		7/1/2016	through Number:	6/30/2020 2	Appointed by:	Halifax County Board of Education Eligible for reappointmen	? Yes
6	Fannie Garysburg	Greene	Member Black	Female	7/1/2017	through Number:	6/30/2021 1	Appointed by:	Governor Eligible for reappointmen	? Yes
11	Marie Littleton	Robinson	Member Black	Female	7/1/2017	through Number:	6/30/2021 2	Appointed by:	Halifax County Commissioners Eligible for reappointmen	? Yes
3	John Scotland Nec	Smith k	Member Black		7/1/2017	through Number:	6/30/2021 2	Appointed by:	Boards of Education Eligible for reappointmen	? Yes
2	Bettie Weldon	Cofield	Member Black	Female	7/1/2018	through Number:	6/30/2022 3	Appointed by:	Weldon City Board of Education Eligible for reappointmen	? Yes
12	Robin Roanoke Rap	Lancaster bids	Member White		7/1/2018	through Number:	6/30/2022 1	Appointed by:	Halifax County Commissioners Eligible for reappointmen	? Yes
4	Jennifer Enfield	Locke	Member White	Female	7/1/2018	through Number:	6/30/2022 1	Appointed by:	Governor Eligible for reappointmen	? Yes



TO:	The Honorable Vernon Bryant
	Chairman of the Halifax County Board of Commissioners
	1 0

FROM: Michael Felt, Board Chair Auclaul G. Lut Halifax Community College (HCC) Board of Trustees

DATE: March 12, 2019

Re: Reappointment of Rev. Michael Mills to HCC Board of Trustees

I enthusiastically recommend Rev. Michael Mills for reappointment to the HCC Board of Trustees. Rev. Mills was appointed to fill the vacancy of Mr. Scott Richardson on March 6, 2017. Since being appointed, Rev. Mills has proven to be a valuable member of our board.

Rev. Mills has supported HCC by attending many of our events, attended meetings representing HCC at conferences and seminars, and served on the Buildings, Grounds, and Finance committee. Rev. Mills has been a leader in developing board policies and procedures that has helped our College to be viewed in a very positive light by our many constituents. Therefore, we are asking you to reappoint Rev. Michael Mills for another term. If you need further information, please do not hesitate to contact me at 252-326-2672.

CC: Dr. Michael Elam, President of HCC Tony Brown, Halifax County Manager Gmail

Vernon Bryant <vjbryant09@gmail.com>

Resignation

2 messages

Lancaster Marketing Group <robin@lancastermarketinggroup.com> Thu, May 16, 2019 at 9:57 PM To: Michael Felt <michael.felt413@gmail.com>, Kimberly Mack <kmack219@halifaxcc.edu>, Vernon Bryant <vjbryant09@gmail.com>, Michael Elam <melam072@halifaxcc.edu>

Robin E. Lancaster PO Box 1044 Roanoke Rapids, NC 27870

May 16, 2019

Michael Felt Chairman Halifax Community College 100 College Drive Weldon, NC 27890

Dear Mr. Felt,

I regret to inform you that I will be resigning as a Trustee on the Halifax Community College Board. My resignation will be effective immediately. I do have a tablet to return to your office and it will be delivered this coming week to Dr. Elam.

The reason behind my resignation is that I can't participate at the College as much as I would like, my career comes at a more higher value and our company strives on customer service. It is a very hard choice to try and balance the two.

I look forward to watching the College continue to progress in the years to come.

Yours Sincerely,

Robin Lancaster Robin@LancasterMarketingGroup.com 252-673-7064 www.LancasterMarketingGroup.com

Michael G. Felt <michael.felt413@gmail.com> To: Lancaster Marketing Group <robin@lancastermarketinggroup.com> Cc: Kimberly Mack <kmack219@halifaxcc.edu>, Vernon Bryant <vjbryant09@gmail.com>, "Dr. Michael Elam" <melam072@halifaxcc.edu>, Gilbert Chichester <chichesterg@embarqmail.com>

Dear Mr. Lancaster,

On behalf of the Halifax Community College Board of Trustees, I accept your resignation.

I wish you well in all of your future endeavors.

Sincerely,

Michael G. Felt, Chair **HCC Board of Trustees** [Quoted text hidden]

Thu, May 16, 2019 at 10:09 PM

TO: HALIFAX COUNTY COMMISSIONERS

FROM: ANDREA H. WIGGINS, CLERK TO THE BOARD

SUBJECT: HALIFAX COUNTY COUNCIL ON AGING

According to our records, the Halifax County Council on Aging has 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

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

- Receive nominations to reappoint Belinda Belfield, Tillman Long, William Mueller, and Gladys Walden
- Receive nominations to waive the term limits and reappoint Katherine Lee and Sandra Rosser
- Receive nominations to replace Jennifer Cooper

Halifax County Council on Aging

12	Carolyn Littleton	Johnson		Commissioner Female		Term	through Number:	Appointed by:	Halifax County Commissioners Eligible for reappointment?	Yes
15	Belinda Halifax	Belfield	Member Black	Female	7/1/2016	Term	through 6/30/2019 Number: 2	Appointed by:	Halifax County Commissioners Eligible for reappointment?	Yes
10	Jennifer Enfield	Cooper	Member Other	Female	7/1/2016	Term	through 6/30/2019 Number: 1	Appointed by:	Halifax County Commissioners Eligible for reappointment?	Yes
4	Katherine Halifax	Lee	Member Black	Female	7/1/2016	Term	through 6/30/2019 Number: 8	Appointed by:	Halifax County Commissioners Eligible for reappointment?	No
7	Tillman Roanoke Rap	Long ids	Member White		7/1/2016	Term	through 6/30/2019 Number: 1	Appointed by:	Halifax County Commissioners Eligible for reappointment?	Yes
1	William Roanoke Rap	Mueller ids	Member Black		3/11/2019		through 6/30/2019 Number: 0	Appointed by:	Halifax County Commissioners Eligible for reappointment?	Yes
8	Sandra Roanoke Rap	Rosser ids	Member Black	Female	7/1/2016	Term	through 6/30/2019 Number: 3	Appointed by:	Halifax County Commissioners Eligible for reappointment?	No
6	Gladys Halifax	Walden	Member Black	Female	7/1/2016	Term	through 6/30/2019 Number: 2	Appointed by:	Halifax County Commissioners Eligible for reappointment?	Yes
5	Brenda Roanoke Rap	Ausby ids	Member Black	Female	7/1/2017	Term	through 6/30/2020 Number: 3	Appointed by:	Halifax County Commissioners Eligible for reappointment?	No
2	Helen Roanoke Rap	Bush ids	Member White	Female	7/1/2017	Term	through 6/30/2020 Number: 1	Appointed by:	Halifax County Commissioners Eligible for reappointment?	Yes
16	James Halifax	Walden	Member Black		7/1/2017	Term	through 6/30/2020 Number: 5	Appointed by:	Halifax County Commissioners Eligible for reappointment?	No
9	Gail Roanoke Rap	Walker ids	Member White	Female	7/1/2017	Term	through 6/30/2020 Number: 8	Appointed by:	Halifax County Commissioners Eligible for reappointment?	No
11	Greg Roanoke Rap	Browning ids	Member Black		7/1/2018		through 6/30/2021 Number: 4	Appointed by:	Halifax County Commissioners Eligible for reappointment?	No
13	Undine Roanoke Rap	Garner ids	Member White	Female	7/1/2018	Term	through 6/30/2021 Number: 6	Appointed by:	Halifax County Commissioners Eligible for reappointment?	No
14	Marion Littleton	Lewis	Member Black	Female	7/1/2018	Term	through 6/30/2021 Number: 7	Appointed by:	Halifax County Commissioners Eligible for reappointment?	No
3	Ernestine Scotland Nec	Ware k	Member Black	Female	7/1/2018	Term	through 6/30/2021 Number: 3	Appointed by:	Halifax County Commissioners Eligible for reappointment?	No

TO: HALIFAX COUNTY COMMISSIONERS

FROM: ANDREA H. WIGGINS, CLERK TO THE BOARD

SUBJECT: JURY COMMISSION

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

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

· Receive nominations to reappoint Annette Liles

	Jury Commission								
1	Linda	Brewer	Member	7/1/2015 through 6/30/20	17 Appointed by: Superior Court Judge				
	Roanoke R	apids	White Female	Term Number: 1	Eligible for reappointment? Yes				
2	Faye	Jones	Member	7/1/2015 through 6/30/20	17 Appointed by: Clerk of Court				
	Roanoke R	apids	White Female	Term Number: 1	Eligible for reappointment? Yes				
3	Annette Hollister	Liles	Member Indian Female	7/1/2017 through 6/30/20 Term Number: 3	19 Appointed by: Halifax County Commissioners Eligible for reappointment? Yes				

-

TO: HALIFAX COUNTY COMMISSIONERS

FROM: ANDREA H. WIGGINS, CLERK TO THE BOARD

SUBJECT: LIBRARY BOARD

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

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

- Receive nominations to reappoint Marie Robinson and Judy Whitaker
- Receive nominations to waive the term limit and reappoint Margaret Phillips

Library Board

2	Margaret Halifax	Phillips	Member <i>White Female</i>	7/1/2016 through 6/30/2019 Appointed by: Halifax County Commissioners Term Number: 4 Eligible for reappointment?	No
1	Marie Littleton	Robinson	Member Black Female	7/1/2016 through 6/30/2019 Appointed by: Halifax County Commissioners Term Number: 2 Eligible for reappointment?	Yes
8	Judy Enfield	Whitaker	Enfield Library Branch Black Female	7/1/2016 through 6/30/2019 Appointed by: Halifax County Commissioners Term Number: 2 Eligible for reappointment?	Yes
3	Betty Littleton	Freuler	Littleton Library Branch White Female	7/1/2017 through 6/30/2020 Appointed by: Halifax County Commissioners Term Number: 2 Eligible for reappointment?	Yes
4	Delores Halifax	Harvey-Amason	Member Black Female	7/1/2017 through 6/30/2020 Appointed by: Halifax County Commissioners Term Number: 2 Eligible for reappointment?	Yes
6	Robert Scotland Neo	Alexander ck	Scotland Neck Library Branch White Male	7/1/2018 through 6/30/2021 Appointed by: Halifax County Commissioners Term Number: 1 Eligible for reappointment?	Yes
7	Tessie Weldon	Hofmann-Brady	Weldon Library Branch White Female	7/1/2018 through 6/30/2021 Appointed by: Halifax County Commissioners Term Number: 4 Eligible for reappointment?	No
5	C. K. Roanoke Ra	Wilson pids	Member <i>White Male</i>	7/1/2018 through 6/30/2021 Appointed by: Halifax County Commissioners Term Number: 5 Eligible for reappointment?	No

Halifax County Library System

GINNY ORVEDAHL DIRECTOR P.O. BOX 97, 33 GRANVILLE STREET HALIFAX, NC 27839 TEL: (252) 583-3631 FAX: (252) 583-8661 orvedahlg@halifaxnc.com

May 1, 2019

To: Andrea Wiggins, Clerk to the Halifax County Board of Commissioners

Jun Cevedal

From: Ginny Orvedahl, Director Halifax County Library System

The Halifax County Library Board of Trustees is requesting that the Halifax County Board of Commissioners reappoint Mrs. Margaret Phillips (white female), Mrs. Marie Robinson (Black female) and Ms. Judy Whitaker (Black female) to the Halifax County Library Board of Trustees. All three are members in good standing.

Thank you for your consideration of this matter.

BRANCH LIBRARIES

Lilly Pike Sullilvan Memorial Library (Enfield, NC) • Scotland Neck Memorial Library (Scotland Neck, NC) W.C. "Billy" Jones, Jr. Memorial Library (Littleton, NC) • Weldon Memorial Library (Weldon, NC)

TO: HALIFAX COUNTY COMMISSIONERS

FROM: ANDREA H. WIGGINS, CLERK TO THE BOARD

SUBJECT: REGIONAL AGING ADVISORY COUNCIL

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

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

· Receive nominations to appoint Jennifer Fields to replace James Richard Scott

Regional Aging Advisory Council

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



26 North King Street Halifax, NC 27839

Website: www.halifaxnc.com

Renee Perry

HR Management Director Post Office Box 646 Halifax, NC 27839 (P) 252.583.1688 (F) 252.583.1788

Rose B. Lewis

Aging Program Coordinator Post Office Box 646 Halifax, NC 27839 (P) 252.583.1688, ext. 2284 (F) 252.583.1788

Shelly R. Whitton

Veteran Services Officer Post Office Box 646 Halifax, NC 27839 (P) 252.583.1688, ext. 2263 (F) 252.583.1788

Halifax County Human Resources Management

"Enhancing the Lives of Halifax County Citizens with Care and Dedication"

May 17, 2019

Andrea H. Wiggins, MMC Clerk to the Board/Assistant to the County Manager PO Box 38 Halifax, NC 27839

Please find enclosed Ms. Jennifer Vanessa Field's board application for RAAC. Jennifer is a resident of Halifax County residing in Hobgood. I recommend her nomination to RAAC to represent the older adults residing in and around the southeastern portion of Halifax County. Jennifer has worked passionately with the older adults in the Hobgood area at the Thomas Shield Community Center.

Serving Halifax County Citizens with Care and Dedication,

Rive B. Lewis

Rose B. Lewis, Aging Program Coordinator



State of North Carolina County of Halifax

HISTORIC COURTHOUSE ~ PO BOX 38 ~ KING STREET ~ HALIFAX, NC 27839 252-583-1131 ~ FAX: 252-583-6921



Date Received 5-20-19

APPLICATION FOR: AUTHORITIES, BOARDS, COMMISSIONS, and COMMITTEES Note: All information on this document will be released to the public on request. Name: Jennifer V. Fields Nickname: Vanessa ETHNIC BACKGROUND: African American Caucasian Hispanic Native American Other SEX: (M)_____ (F) X AGE: Under 18 ____ 18-30 ____ 31-50 ____ 50-65 X Over 65 ____ Home Phone Number: (252) 907-3785 Home Fax Number: Same # Email Address: fields6795 @gmail.com Home Address: 3507 NC Hwy, 125 Hobgood NC 27843 street city mark Mailing Address: SAME AS A DOVC _____ Are you a full-time resident of Halifax County? Yes X No Township: Hobgood Employer: SEHC/Contract w/Vidant-Hulifar Regional (Grunt) Roanole Rapids, in Business Address: 8771 Business Phone Number: (252) 535 - Business Fax Name of Authority/Board/Commission/Committee you are interested in: RAAC If Applicable - Specific category applying for: (e.g. Nurse, Attorney, At-Large, etc.) Board member Qualification for specific category: Familiar with Board Structure and Responsibilities

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

Halifax County Recreation Advisory Board; Scotland Neck Library Board member

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

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

Have served on Non-profit bounds and held positions in numerous organizations, I am Very Community Drivented as well as family oriented. Advocated for several seniors. Care taker for 3 more Seniors, Enjoying Providing Services & Seniors, Adults and forth. Is your property tax listing current? Yes X No

Are your Halifax County property and motor vehicle taxes paid in full on a current basis? Yes X No

Do you have any delinquent Halifax County taxes? Yes _____ No X____

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

B.S. Human Services ' Specialist in Aging Certificate From Hampton University, Hampton, VA Work Experiences include - Director of Nonprofit, Chair of Coalition, Owner Operator of Child Care Center

(If necessary, you may add additional pages - Check here if additional pages are added: _____)

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

Date: 5/15/19

Applicant's Signature: Gennefer V. Fields

Return application to:

Clerk to the Board of County Commissioners Halifax County Manager's Office Post Office Box 38 Halifax, NC 27839

Fax: (252) 583-9921

TO: HALIFAX COUNTY COMMISSIONERS

FROM: ANDREA H. WIGGINS, CLERK TO THE BOARD

SUBJECT: SOCIAL SERVICES BOARD

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.

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

Receive nominations to reappoint J. Rives Manning, Jr.

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

Social Services Board

TO: HALIFAX COUNTY COMMISSIONERS

FROM: ANDREA H. WIGGINS, CLERK TO THE BOARD

SUBJECT: TOURISM AUTHORITY

According to our records, the Tourism Authority has one member that is appointed by the Board of Commissioners that has resigned:

Ronald Locke

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

 Receive nominations to appoint Brent Lubbock to fill the unexpired term of Ronald Locke

Tourism Authority

Mary Halifax

- 2 Cathy Scott Roanoke Rapids
- 1 Jim Trzinki Littleton
- 3 Arthur Whitehead Halifax

Duncan

- 7 Yvonne Thompson Littleton
- 6 Kathy White Roanoke Rapids
- 5 Curtis Wynn Roanoke Rapids
- 10 Sandra Bryant Roanoke Rapids
- 9 James Carlisle Roanoke Rapids
- 8 Jessica Hedgpeth Roanoke Rapids
- 13 Christina Gregory Roanoke Rapids
- 12 Ronald Locke Enfield
- 11 Percilla West Roanoke Rapids

Ex-Officio White Female

- Ex-Officio White Female
- White Male Ex-Officio

Ex-Officio

Member White Female

White Male

- Member White Female
- Member Black Male
- Member Black Female
- Member White Male
- Member Indian Female
- Member White Female
- Member White Male
- Member Black Female

through Term Number: 0

through Term Number: 0

through Term Number: 0

through Term Number: 0

- 8/1/2016 through 7/31/2019 Term Number: 2
- 8/1/2016 through 7/31/2019 Term Number: 3
- 8/1/2016 through 7/31/2019 Term Number: 1
- 8/1/2017 through 7/31/2020 Term Number: 2
- 8/1/2017 through 7/31/2020 Term Number: 2
- 7/9/2018 through 7/31/2020 Term Number: 0
- 8/1/2018 through 7/31/2021 Term Number: 3
- 8/1/2018 through 7/31/2021 Term Number: 1
- 8/1/2018 through 7/31/2021 Term Number: 3

- Appointed by: Halifax County Commissioners Eligible for reappointment? No
- Appointed by: Halifax County Commissioners Eligible for reappointment? No
- Appointed by: Halifax County Commissioners Eligible for reappointment? No
- Appointed by: Halifax County Commissioners Eligible for reappointment? No
- Appointed by: Halifax County Commissioners Eligible for reappointment? No
- Appointed by: Halifax County Commissioners Eligible for reappointment? No
- Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
- Appointed by: Halifax County Commissioners Eligible for reappointment? No
- Appointed by: Halifax County Commissioners Eligible for reappointment? No
- Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
- Appointed by: Halifax County Commissioners Eligible for reappointment? No
- Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
- Appointed by: Halifax County Commissioners Eligible for reappointment? No



260 Premier Blvd. Roanoke Rapids, NC 278780

> (252) 535-1687 (800) 522-4282 Fax: (252) 535-5767

May 16, 2019

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

Dear Andrea:

Ronnie Locke has resigned from the Board of Directors of the Halifax County Tourism Development Authority.

The Halifax County Tourism Development Authority respectfully requests that the Halifax County Commissioners appoint Brent Lubbock to the Board of Directors to fulfill the unexpired term of Ronald D. Locke who was appointed from 8/1/18 to 7/31/21.

Please include this information for the Halifax County Commissioner's June 3, 2019 meeting.

Thank you for your assistance with this matter. Please feel free to call me with any questions.

Best Regards,

ledin

Lori R. Medlin, CDME President/CEO

LRM/scw



State of North Carolina County of Halifax

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



4

Date Received 5-16-19
APPLICATION FOR: AUTHORITIES, BOARDS, COMMISSIONS, and COMMITTEES Note: All information on this document will be released to the public on request. Name: <u>Brent Lubbeck</u> Nickname:
ETHNIC BACKGROUND: African American Caucasian Hispanic Native American Other SEX: (M) (F) AGE: Under 18 18-30 31-50 50-65 Over 65
Home Phone Number: 252 532 0713 Home Fax Number:
Email Address:breat ashupack is and
Home Address: 1513 clarksville dr. Scotland Neck NC 27874
Mailing Address: 1513 clarksville dr. Scotland Neck NC 27874
Are you a full-time resident of Halifax County? Yes No Townshin: Scotland Neck
Do you live within any corporate or town limits? Yes V No Which: Scotland Neck
Employer:Sulver Herebits Bind Park
Business Address: 500 Sylven Heights Parklay Scotland Neck NC 27874
Business Phone Number: 252 826 3186 Business Fax: 252 826 3273
Name of Authority/Board/Commission/Committee you are interested in:
Board of Directors of the Halifex County Tourism Development Autority
If Applicable - Specific category applying for: (e.g. Nurse Attorney, At Large atta)

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

Qualification for specific category:____

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

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

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

Ha ol portor S Is your property tax listing current? Yes No Are your Halifax County property and motor vehicle taxes paid in full on a current basis? Yes / No____ Do you have any delinquent Halifax County taxes? Yes _ Nos Other information you consider pertinent: (i.e., education, occupational background, civic memberships, related work experiences, etc.): Hand Nerk Risshezs tion

(If necessary, you may add additional pages - Check here if additional pages are added: _____)

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

Date: 05/16/19

Applicant's Signature:

Return application to:

Clerk to the Board of County Commissioners Halifax County Manager's Office Post Office Box 38 Halifax, NC 27839

Fax: (252) 583-9921

TO: HALIFAX COUNTY COMMISSIONERS

FROM: ANDREA H. WIGGINS, CLERK TO THE BOARD

SUBJECT: UPPER COASTAL PLAIN WORKFORCE DEVELOPMENT BOARD

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

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

 Receive nominations to reappoint Kelly Barber, Crystal Lyons, Charles McElheney, Clarence Pender, and Cathy Scott

Upper Coastal Plain Workforce Development Board

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

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-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 **Roanoke Rapids Board of Adjustment** has one position that is appointed by the Board of Commissioners that is vacant:

Tillman Long

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

Tillman Long and Robert Moore, Jr.

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

Bill Dickens and John Lovett

Community Child Protection Team (CCPT)

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

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

Five County Community Oper. Center Oversight Board

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

Halifax County Board of Adjustment

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

Halifax County Human Relations Commission

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

Amphitheater Advisory Board

- 9 Christopher Mayo (Vacant) Halifax
- 6 George Daniel Scotland Neck
- 5 Lori Medlin Roanoke Rapids
- 7 Richard Woodruff Roanoke Rapids
- 8 William Cox Roanoke Rapids
- 2 Jeff Dickens Littleton
- 1 Judy Evans-Barbee Roanoke Rapids
- 10 Curtis Strickland Roanoke Rapids
- 3 Frances King Halifax
- 4 J. Rives Manning, Jr. Roanoke Rapids
- 11 W. Turner Stephenson III Roanoke Rapids

- Member White Male
- Member White Male
- Member White Female
- Member White Male
- Member White Male
- Member White Male
- Member White Female
- Member White Male
- Member White Female
- Member White Male
- Member White Male

- 8/1/2016 through 3/31/2018 Term Number: 1
- 7/10/2017 through 3/31/2019 Term Number: 0
- 4/1/2016 through 3/31/2019 Term Number: 1
- 4/1/2016 through 3/31/2019 Term Number: 1
- 4/1/2017 through 3/31/2020 Term Number: 2
- 4/1/2017 through 3/31/2020 Term Number: 2
- 4/1/2017 through 3/31/2020 Term Number: 2
- 4/1/2017 through 3/31/2020 Term Number: 1
- 4/1/2018 through 3/31/2021 Term Number: 2
- 4/1/2018 through 3/31/2021 Term Number: 2
- 4/1/2018 through 3/31/2021 Term Number: 1

- Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
- Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
- Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
- Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
- Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
- Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
- Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
- Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
- Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
- Appointed by: Halifax County Commissioners Eligible for reappointment? Yes
- Appointed by: Halifax County Commissioners Eligible for reappointment? Yes

Airport Authority

15	Vacant	
14	Vacant	
13	Vacant	
12	Vacant	
3	Dia Halifax	Denton
2	Mary Halifax	Duncan
8	Calvin Roanoke Rapi	Potter ds
9	Geneva Rich Square	Riddick-Faulkner
11	Vernon J. Roanoke Rapi	Bryant ds
7	Edward Lee Halifax	Clements
6	Julia Weldon	Meacham
1	Chris Roanoke Rapi	Canady ds
10	Robert Roanoke Rapi	Clark ds
4	Fannie Gaston	Greene
5	Andrew Rocky Mount	Roy

Alternate Member Alternate Member Alternate Member Alternate Member Ex-Officio White Female Ex-Officio White Female Secretary White Male Member Black Female Member Black Male Member White Male Member White Female

Member White Male

Member Black Male

Black Female

Member White Male through Term Number:

through Term Number:

through Term Number:

through Term Number:

through Term Number: 0

through Term Number: 0

2/1/2015 through 1/31/2018 Term Number: 8

5/2/2017 through 1/31/2018 Term Number: 0

2/1/2016 through 1/31/2019 Term Number: 1

2/1/2016 through 1/31/2019 Term Number: 2

2/1/2016 through 1/31/2019 Term Number: 5

2/1/2017 through 1/31/2020 Term Number: 1

2/1/2017 through 1/31/2020 Term Number: 4

2/1/2017 through 1/31/2020 Term Number: 4

2/1/2017 through 1/31/2020 Term Number: 2 Appointed by: Halifax County Commissioners Eligible for reappointment? Yes Appointed by: Halifax County Commissioners Eligible for reappointment? Yes Appointed by: Halifax County Commissioners Eligible for reappointment? Yes Appointed by: Halifax County Commissioners Eligible for reappointment? Yes Appointed by: Halifax County Commissioners Eligible for reappointment? Yes Appointed by: Halifax County Commissioners Eligible for reappointment? Yes Appointed by: Roanoke Rapids City Council Eligible for reappointment? No Appointed by: Northampton County Commissioners Eligible for reappointment? Yes

Appointed by: Halifax County Commissioners Eligible for reappointment? Yes

Appointed by: Halifax County Commissioners Eligible for reappointment? Yes

Appointed by: Halifax County Commissioners Eligible for reappointment? No

Appointed by: Roanoke Rapids City Council Eligible for reappointment? Yes

Appointed by: Halifax County Commissioners Eligible for reappointment? No

Appointed by: Northampton County Commissioners Eligible for reappointment? Yes

Appointed by: Halifax-Northampton Airport Authority Eligible for reappointment? Yes

Industrial Facilities & Pollution Control

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

Juvenile Crime Prevention Council

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

23	Terry Roanoke R	Buffaloe Rapids	
24	Eric Halifax	Cunningham	
17	Chuck Roanoke R	Hasty Papids	
11	Robin Halifax	Johnson	
2	Teresa Enfield	King	
21	Sonynia Halifax	Leonard	
18	Doris Littleton	Mack	
15	Angela Roanoke R	Moody Rapids	

22 Barbara Plum Weldon

Marcelle Smith 19 Scotland Neck

At-Large Member Black Male

School Superintendent Designee Black Male

Police Chief White Male

Social Services representative White Female

At-Large Member Black Female

Chief Court Counselor Black Female

At-Large Member Black Female

Public Health Representative White Female

At-Large Member Black Female

County Commissioner Black Male

2/1/2019 through 1/31/2021 Term Number: 3

2/1/2019 through 1/31/2021 Term Number: 2

2/1/2019 through 1/31/2021 Term Number: 2

2/1/2019 through 1/31/2021 Term Number: 3

2/1/2019 through 1/31/2021 Term Number: 1

2/1/2019 through 1/31/2021 Term Number: 2

2/1/2019 through 1/31/2021 Term Number: 11

2/1/2019 through 1/31/2021 Term Number: 1

2/1/2019 through 1/31/2021 Term Number: 3

2/1/2019 through 1/31/2021 Term Number: 6

Appointed by: Halifax County Commissioners Eligible for reappointment? Yes

Appointed by: Halifax County Commissioners Eligible for reappointment? Yes

Appointed by: Halifax County Commissioners Eligible for reappointment? Yes

Appointed by: Halifax County Commissioners Eligible for reappointment? Yes

Appointed by: Halifax County Commissioners Eligible for reappointment? Yes

Appointed by: Halifax County Commissioners Eligible for reappointment? Yes

Appointed by: Halifax County Commissioners Eligible for reappointment? No

Appointed by: Halifax County Commissioners Eligible for reappointment? Yes

Appointed by: Halifax County Commissioners Eligible for reappointment? Yes

Appointed by: Halifax County Commissioners Eligible for reappointment? No

Nursing Home Advisory Committee

5	Carolyn Littleton	Johnson	Ex-Officio Black Fen	male To	through erm Number:	Appointed by:	Halifax County Commissioners Eligible for reappointment?	Yes
3	Delores Enfield	McGriff (vacant)	Member Other Fen	9/3/2013 male T	through 6/30/2014 ierm Number: 1	Appointed by:	Halifax County Commissioners Eligible for reappointment?	Yes
1	Nannie Hollister	Lynch (vacant)	Member Black Fen	7/1/2012 male T	through 6/30/2015 ferm Number: 4	Appointed by:	Halifax County Commissioners Eligible for reappointment?	No
7	Hattie Roanoke Rap	Squire (Vacant) bids	Member Black Fen	7/1/2012 male 7	through 6/30/2015 ferm Number: 4	Appointed by:	Halifax County Commissioners Eligible for reappointment?	No
6	Prudence Littleton	Boseman	Member White Fen	male 2/1/2016	through 6/30/2018 Term Number: 0	Appointed by:	Halifax County Commissioners Eligible for reappointment?	Yes
2	Clarence Scotland Nec	Pender sk	Member Black Mal	7/1/2017 ale T	through 6/30/2020 Term Number: 1	Appointed by:	Halifax County Commissioners Eligible for reappointment?	Yes
4	Isabelle Scotland Nec	Pender ck	Member Black Fen	male 7/1/2017	through 6/30/2020 ferm Number: 1	Appointed by:	Halifax County Commissioners Eligible for reappointment?	Yes

Roanoke Rapids Board of Adjustment

1	Tillman	Long (vacant)	ETJ Member	6/1/2011 through 5/31/201	4 Appointed by: Halifax County Commissioners
	Roanoke	Rapids	White Male	Term Number: 4	Eligible for reappointment? No
2	Greg	Browning	Alternate Member	6/1/2018 through 5/31/202	1 Appointed by Halifay County Commissioners

Roanoke Rapids

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

A

Dickens (vacant)

Lovett (vacant)

Acree

Elks

Griffin

Gunnells

Haskins

Ann Jackson

Scotland Neck

9 John Smith Scotland Neck

Bill

John

Danny

Jeffrey

Gregory

James

AI

Enfield

Littleton

Weldon

Enfield

Halifax

Roanoke Rapids

5

11

2

6

8

3

7

1

4 Robert Sykes, Jr. Hobgood

10 Betty Willis Littleton Member White Male

Enfield

Roanoke Rapids White Male

White Male

Weldon White Male

Ex-Officio White Male

Scotland Neck White Male

> At-Large Member White Male

> At-Large Member White Female

At-Large Member Black Male

Hobgood White Male

Littleton White Female 2/1/2011 through 1/31/2014 Term Number: 4

Solid Waste Advisory Board

2/1/2011 through 1/31/2014 Term Number: 3

2/1/2017 through 1/31/2020 Term Number: 2

2/1/2017 through 1/31/2020 Term Number: 4

2/1/2017 through 1/31/2020 Term Number: 1

2/1/2017 through 1/31/2020 Term Number: 7

2/1/2017 through 1/31/2020 Term Number: 2

2/1/2017 through 1/31/2020 Term Number: 5 Appointed by: Halifax County Commissioners Eligible for reappointment? No

Appointed by: Halifax County Commissioners Eligible for reappointment? No

Appointed by: Halifax County Commissioners Eligible for reappointment? Yes

Appointed by: Halifax County Commissioners Eligible for reappointment? Yes

Appointed by: Halifax County Commissioners Eligible for reappointment? Yes

Appointed by: Halifax County Commissioners Eligible for reappointment? Yes

Appointed by: Halifax County Commissioners Eligible for reappointment? No

Appointed by: Halifax County Commissioners Eligible for reappointment? Yes

Appointed by: Halifax County Commissioners Eligible for reappointment? No

Appointed by: Halifax County Commissioners Eligible for reappointment? Yes

Appointed by: Halifax County Commissioners Eligible for reappointment? No

MEMORANDUM

TO: HALIFAX COUNTY COMMISSIONERS

FROM: ANDREA H. WIGGINS, CLERK TO THE BOARD

SUBJECT: JULY 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 Tourism Authority has three members that are appointed by the Board of Commissioners with terms that will expire on July 31, 2019:

Yvonne Thompson, Kathy White, and Curtis Wynn

Tourism Authority

4 Mary Halifax

2

1

3

7

9

Cathy Scott Roanoke Rapids

Duncan

- Jim Trzinki Littleton
- Arthur Whitehead Halifax
- Yvonne Thompson Littleton
- 6 Kathy White Roanoke Rapids
- 5 Curtis Wynn Roanoke Rapids
- 10 Sandra Bryant Roanoke Rapids
- James Carlisle Roanoke Rapids
- 8 Jessica Hedgpeth Roanoke Rapids
- 13 Christina Gregory Roanoke Rapids
- 12 Ronald Locke Enfield
- 11 Percilla West Roanoke Rapids

Ex-Officio White Female

- Ex-Officio White Female
- Ex-Officio White Male
- Ex-Officio White Male

Member White Female

- Member White Female
- Member Black Male
- Member Black Female
- Member White Male
- Member Indian Female
- Member White Female
- Member White Male
- Member Black Female

through Term Number: 0

through Term Number: 0

through Term Number: 0

through Term Number: 0

8/1/2016 through 7/31/2019 Term Number: 2

- 8/1/2016 through 7/31/2019 Term Number: 3
- 8/1/2016 through 7/31/2019 Term Number: 1
- 8/1/2017 through 7/31/2020 Term Number: 2
- 8/1/2017 through 7/31/2020 Term Number: 2
- 7/9/2018 through 7/31/2020 Term Number: 0
- 8/1/2018 through 7/31/2021 Term Number: 3
- 8/1/2018 through 7/31/2021 Term Number: 1
- 8/1/2018 through 7/31/2021 Term Number: 3
- Appointed by: Halifax County Commissioners Eligible for reappointment? No Appointed by: Halifax County Commissioners Eligible for reappointment? No Appointed by: Halifax County Commissioners Eligible for reappointment? No Appointed by: Halifax County Commissioners Eligible for reappointment? No Appointed by: Halifax County Commissioners Eligible for reappointment? No Appointed by: Halifax County Commissioners Eligible for reappointment? No Appointed by: Halifax County Commissioners Eligible for reappointment? Yes Appointed by: Halifax County Commissioners Eligible for reappointment? No Appointed by: Halifax County Commissioners Eligible for reappointment? No Appointed by: Halifax County Commissioners Eligible for reappointment? Yes Appointed by: Halifax County Commissioners

Eligible for reappointment? No

Appointed by: Halifax County Commissioners Eligible for reappointment? Yes

Appointed by: Halifax County Commissioners Eligible for reappointment? No



AGENDA Halifax County Board of Commissioners Regular Meeting

TO: Halifax County Board of Commissioners

FROM: Tony N. Brown, County Manager

SUBJECT: Halifax County ABC Board Travel Policy

DATE: June 3, 2019 Regular Meeting

SUPPORTING INFORMATION:

Attached, please find the Halifax County ABC Board Travel Policy for review and approval.

ATTACHMENTS:

Description

Halifax County ABC Board Travel Policy

TOTAL COST:

COUNTY COST:

REQUEST: Approve the Halifax County ABC Board Travel Policy.

HALIFAX COUNTY ABC BOARD TRAVEL POLICY

1. Policy

The policy of the Halifax County ABC Board ("Board") is to reimburse the official/employee traveling on authorized business for all legitimate expenses incurred as a result of the travel and authorized in this procedure pursuant to the regulations set forth by the Internal Revenue Service. The Board Chairman or his designee is responsible for monitoring the initial need for the travel, the availability of funds for such and its conduct to the end that the cost of such travel is held in a reasonable minimum.

Authorized travel is not a right or privilege of position and the policy shall be administered in a manner that does not discriminate on the basis of the age, sex, religious belief, or race of officials and employees who are appropriate to accomplish the purpose of the travel.

The Travel Authorization form must be completed by the official/employee and approved by the Board Chairperson. Attach a copy of the program agenda, (if available) to the authorization form. These procedures must be completed and approved prior to the booking reservations and requesting purchase orders. Travel advances should be processed in the Accounts Payable check run closest to the employee's departure date. No off-line checks will be issued for Travel Advances. Upon return from the approved seminar/conference, the Travel Reimbursement form, with receipts attached, must be completed within five (5) days or the entire advance will be deducted from the next payroll check.

NOTE: The word "officials: refers to members of the Halifax County ABC Board.

2. Out-of-State Travel

(Approval of attendance at conferences, seminars, and out-of-state meetings Attendance – Out-of-state conference, Attendance limitation guidelines) The Board Chairperson must authorize any out-of-state travel of official/employees of the Board. The number of people approved for any one meeting should be no more than is required to cover all portions of the meeting and/or meet requirements for special presentation by Board personnel.

The Board Chairperson should approve special responsibilities in organization or activities that might require unusual out-of-state travel prior to acceptance.

3. In-State Travel

The Board Chairperson must approve in-state travel. It is required that all employees traveling will use a Board provided vehicle when one is available for use. In the event that a Board provided vehicle is not available and the employee must use their personal vehicle for travel, the employee will be reimbursed per mile at the rate described herein from the primary work site to the temporary travel destination. If a Board vehicle is available and the employee elects to drive their personal vehicle instead, then the employee will not be reimbursed for mileage.

4. In-County Travel

The Board Chairperson must approve in-county travel to meetings, seminars, or other similar functions, regardless of the distance, if there are any associated expenses. Expenses reimbursed under this method are limited to otherwise legitimate business expenses covered by the Board travel procedures. It is required that all employees traveling will use a Board provided vehicle when one is available for use. In the event that a Board provided vehicle is not available and the employee must use their personal vehicle for travel, the employee will be reimbursed per mile at the rate described herein from the primary work site to the temporary travel destination. If a Board vehicle is available and the employee elects to drive their personal vehicle instead, then the employee will not be reimbursed for mileage.

EXCEPTIONS: If the employee is required to travel to any seminar, meeting, etc., which would require the employee to depart prior to 6:00 a.m. and return no later than 10:00 p.m. on the same day, then the Board will authorize one overnight stay. If an overnight stay is justified, the amount reimbursed the employee for mileage; lodging and food will not be considered taxable income to the employee.

5. <u>Air Travel</u>

Air travel arrangements should be made at the lowest fare available under the travel circumstances and time requirements.

Discount fares should be pursued when travel plans are definite and discount conditions exist, such as a Saturday night stay over. Approval of Saturday night stay-over not related to regular Board business will be considered on an individual basis and would require a net economic benefit to the Board due to the lower fare savings as compared to the normal applicable fare. All air travel will be coach service unless approved otherwise by the Board Chairperson.

A Board employee may retain frequent flyer coupons provided the traveler has obtained the lowest fare possible with any carrier. Selection of higher fares or the manipulation of routes for the purpose of accruing value coupons is prohibited.

6. Lodging

Lodging expenses will be reimbursed at the actual cost of the room, provided that the employee will seek reasonably priced lodging. Travelers should take advantage of special convention or travel agency negotiated rates. Officials/employees sharing a room with a non-Board individual are responsible for reporting and requesting reimbursement of lodging expenses at no more than the single occupancy rate. Employees of the same gender will share a room. Separate rooms may be obtained at the employee's own expense. Reimbursement for lodging expenses will not be considered taxable income to the employee.

7. Meals

Reimbursement for meals is limited to the total actual expenses incurred during the day or part of the day applicable and documented by receipts with the maximum listed below. Breakfast reimbursement will not be allowed when the hotel offers a complimentary continental meal.

	IN-STATE	OUT-STATE
MEALS	MAXIMUM	MAXIMUM
Breakfast	5.00	6.00
Lunch	8.00	10.00
Dinner	16.00	23.00
	29.00	39.00

On the originating day of any travel, the meal schedule shall be as follows:

Breakfast – depart duty station prior to 7:00 a.m. Lunch – depart duty station prior to 10:00 a.m. and return after 2:00 p.m. Dinner – return to duty station after 7:00 p.m.

Exceptions to the meal allowance limitations may be made in situations where opportunities to purchase meals within the limitations are unavailable or are available only with additional costs or by placing the official/employee in an unsafe situation. The Board Chairperson with such documentation may grant such exceptions on a case-by-case basis as he may require.

Meals will be reimbursed according to the scheduled described above and will be reported to the Internal Revenue Service as taxable income to the employee.

EXCEPTIONS: If the employee is traveling and the travel required the employee to be away overnight, the employee will be reimbursed and the amount will not be treated as taxable income to the employee.

8. Car Rentals

The Board Chairperson should approve car rental in advance. Car rental expenses incurred while on Board business are reimbursed upon the completion of the trip. Rental receipts are required to be submitted with the expense report for reimbursement. The use of a rental car for business that is not pre-approved must be clearly justified on the final expense statement. To be justified, car rental must be based on grounds cost (including employee time and practicality).

The Board has approved the use of compact or medium size cars. Larger cars should be used only when the number of people or the amount of mileage so dictates.

Liability and physical damage insurance should be purchased on rental vehicles to protect the traveler and Board in case of accident. Such coverage is not included in the Board's regular insurance.

9. Public Transportation

Actual reasonable expenses are paid for public transportation connected with outof-county travel on Board business. Travelers are expected to use the most reasonable and economical means of transportation available. Reimbursement for expense for travel to the airport from the traveler's office or home may include personal auto mileage and direct parking costs, or necessary taxi or limousine service.

10. Personal Auto

When travel is authorized by personal automobile, the rate of reimbursement per mile shall be the same as is allowed for county employees. Reasonable mileage will be allowed in lieu of taxi expenses. Reimbursement for use of a personal automobile for out-of-state travel, in addition to the cost of any extra meals and lodging resulting from such use of the personal automobile, shall not exceed the otherwise applicable fares for such travel for the official/employee.

11. Telephone

A personal "safe arrival" three-minute telephone call is authorized up to a maximum of \$5. An additional three-minute telephone call of up to \$5 is permissible in the event of an itinerary change or after a seven-day period of absence. Any phone charges other than as authorized must be fully detailed and business related. All long distance calls are to be documented on the Travel Expense Report form, giving party, location, and telephone number called and the business project discussed.

12. Special Conference or Meeting Expenses

Expenses incurred by the Halifax County ABC Board members and it's General Manager/Supervisor while transacting Board business incidental to the event for which travel was authorized, may be reimbursed and will be identified on the Travel Expense Report under the "Other Expense" category. Supporting documentation for such expenses must include validated receipts and must list the date, description of expenses discussed, names and organization or company affiliation of persons attending the conference or meeting.

13. No Duplicate Reimbursement

All expenses are to be deducted from other applicable reimbursed categories. (For example, an official/employee traveler shall not be permitted to report his meal cost as part of any conference expense and claim the full meal allowance also.)

The Board will not reimburse for traffic violations, towing charges or other acts of negligence caused by the employee.

14. Refunds

In the event of canceled travel plans, the traveler should pursue all refunds available.

15. Travel Required by Employees During Their Course of Duties

Employees, who as part of their daily job requirements travel throughout the county, may be assigned a Board vehicle for such travel. Board vehicles are not to be used for commuting purposes between the employee's home and place of business. If an employee is required to be on call, the employee will be responsible for retrieving their Board assigned vehicle from its primary location prior to arriving at the job site. Pursuant to IRS regulations any employee who uses a Board vehicle to commute to and from home will be subject to \$3.00 per day to be reported to the IRS as taxable income to the employee.

EXCEPTIONS: Board employees who are assigned a clearly marked Police, Fire, or Public Safety Officer vehicle; who is always on call, required to use the vehicle for commuting, and is prohibited from personal use of the vehicle outside of his jurisdiction are exempt. Any Board employee who is required to drive a Board assigned vehicle in the performance of his job duties will not be taxed on the use of the vehicle for small personal detours while on business, such as driving to lunch while out of the office on business, provided the employee is in a position that would make it impractical to return to its primary work site to retrieve his personal vehicle.

INCLEMENT WEATHER EXCEPTIONS: In the event of inclement weather conditions, the Board Chairman may allow certain key positions to drive their Board assigned vehicle home. A decision will be made on a case by case basis and will be upon written notification of the Board Chairman or his designee. This notification will identify the time frame and which key positions will be authorized for such exceptions.

16. Adjustment of Policy

The Halifax County ABC Board shall have the authority to make timely and necessary administrative adjustment to this policy that reflects prudence and applicable IRS regulations. The Board Chairman must approve any exceptions to the policy.

17. <u>Applicability</u>

This policy is effective as of July 1, 2019, and all other policies in conflict with it are rescinded.

Robert F. Shields, Chairman

Date



Halifax County Board of Commissioners Regular Meeting

TO: Halifax County Board of Commissioners

FROM: Renee Perry, HR Management Director

SUBJECT: Retirement Resolution - Mary R. Snead, Tax Department

DATE: June 3, 2019 Regular Meeting

SUPPORTING INFORMATION:

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

ATTACHMENTS:

Description

Retirement Resolution - Mary R. Snead

TOTAL COST:

COUNTY COST:

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

Resolution

- Source Whereas, Mary R. SNEAD, decided to retire as a GIS Technician with the Halifax County Tax Department effective April Thirtieth of the Year Two Thousand and Nineteen; and
- Solution WHEREAS, she has spent Fifteen 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.
- Solution, to be recorded in the minutes of the meeting of this day.

Vernon J. Bryant, Chairman Halifax County Board of Commissioners

ATTEST:

Andrea H. Wiggins Clerk to the Board



AGENDA Halifax County Board of Commissioners Regular Meeting

TO: Halifax County Board of Commissioners

FROM: Vernon J. Bryant, Board of Commissioners Chairman

PRESENTER: Vernon J. Bryant, Chairman

SUBJECT: Resolution Honoring Halifax County Centenarian Ruth Hilliard

DATE: June 3, 2019 Regular Meeting

SUPPORTING INFORMATION:

Attached, please find a resolution honoring Halifax County Centenarian Ruth Hilliard for your approval.

ATTACHMENTS:

Description

D Resolution Honoring Halifax County Centenarian Ruth Hilliard

TOTAL COST:

COUNTY COST:

REQUEST: Adopt the resolution hyonoring Halifax County Centenarian Ruth Hilliard.



Resolution in Honor of Haliface County Centenarian Ruth Hilliard

Othereas, Ruth Hilliard was born on June 5, 1913; and

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

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

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

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

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

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

Be It Further Resolved, that the Halifax County Board of Commissioners urges citizens to pay special tribute to these very special members of our community and celebrate June 5, 2019 as Ruth Hilliard Day in Halifax County, North Carolina.

This the 3rd day of June, 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: Vernon J. Bryant, Chairman

PRESENTER: Vernon J. Bryant, Chairman

SUBJECT: Evangelistic Church of Deliverance 50th Church Anniversary

DATE: June 3, 2019 Regular Meeting

SUPPORTING INFORMATION:

I will request that the Board approve the letter recognizing the Evangelistic Church of Deliverance 50th Church Anniversary.

ATTACHMENTS:

Description

Evangelistic Church of Deliverance 50th Church Anniversary

TOTAL COST:

COUNTY COST:

REQUEST: Approve the letter recognizing the Evangelistic Church of Deliverance 50th Church Anniversary.

Halifax County Board of Commissioners

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



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

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

May 2, 2019

Dr. Clarence L. Harris, Sr., Senior Pastor Evangelistic Church of Deliverance Post Office Box 207 195 Sycamore Street Weldon, North Carolina 27890

Dear Pastor Harris:

On behalf of the Halifax County Board of Commissioners, I would like to commend and congratulate the Evangelistic Church of Deliverance in recognition of its 50th Church Anniversary.

The Evangelistic Church of Deliverance is one of Halifax County's finest assets and serves as a cornerstone in our community. Your dedication and commitment to spreading the gospel brings great credit not only to you, but also to the members of the Evangelistic Church of Deliverance.

It gives me great honor, on behalf of the Halifax County Board of Commissioners, to express our sincere congratulations as you celebrate the 50th Anniversary of the Evangelistic Church of Deliverance.

With kindest regards, I am

Sincerely,

Vernon J. Bryant, Chairman Halifax County Board of Commissioners

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.

