

The Hoke County Board of Commissioners convened for a regular meeting at 7:00 pm Monday, February 7, 2022 in the Commissioners Room in the Pratt Building.

**PRESENT:**

Chairman Allen Thomas, Jr.  
Vice Chairman Tony Hunt  
Commissioner James Leach  
Commissioner Harry Southerland  
Commissioner Lonnie Baldwin via WebEx

**ALSO PRESENT:**

County Manager Letitia Edens  
County Attorney Grady Hunt  
Clerk to the Board Gwen McGougan

**ABSENT:**

None

Commissioner Lonnie Baldwin led the Pledge of Allegiance and Mr. Larry Chason gave the Invocation.

**1. Adoption of Agenda**

Hoke County  
Board of Commissioners

227 N. Main Street  
Raeford, North Carolina  
28376



February 7, 2022  
7:00 P.M.

Commissioner's Room  
Pratt Building

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**A G E N D A**


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**PLEDGE & INVOCATION: Commissioner Lonnie Baldwin**


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**ITEM**

1. Adoption of Agenda
2. Public Comment
3. Public Hearings: Planning Matters
  - a. Preliminary plat approval request submitted by Double D Engineering for the 216-lot major subdivision named Woodhaven Subdivision located at the 115.32-acre parcel located at 6310 Rockfish Road east of the intersection of Koonce Road and Rockfish Road also known as Hoke County Parcel Identification Number (PIN) 494760301000. The property is zoned Residential (R-8).
  - b. Preliminary plat approval request submitted by Double D Engineering for the 363-lot major subdivision named Woodhaven Reserve Subdivision located at the 111.91-acre unaddressed parcel on the north and south of Philippi Church Road, east of the intersection of Koonce Road and Philippi Church Road, also known as Hoke County Parcel Identification Number (PIN) 494740001003. The property is zoned Residential (R-8).
4. Consent Agenda
  - a. Minutes from January 3, 2022 regular meeting
  - b. Minutes from January 10, 2022 resumption of recessed meeting
  - c. NC Vehicle Tax System Pending Refunds
  - d. CSS request for payment to Charleston Group
  - e. Finance: Budget Amendments
5. HATS Facility Contract – County Attorney Grady Hunt
6. Reappointment of Mr. Docie Leach to ABC Board
7. Appointment of Ms. Lauren Garner to Senior Services Board
8. Proposal for Contract Communicable Disease Registered Nurse – Health Director Helene Edwards
9. Water Main Extensions - Utilities Manager Hilton Villines
  - a. Carter Road
  - b. Swift Creek Road
10. Consideration of adoption of Hoke County Voluntary Agricultural Ordinance – Cooperative Extension Director Howard Wallace
11. Public Safety Grant – Sheriff Roderick C. Virgil
  - a. Grant information
  - b. Budget Amendment
12. Manager's Report
13. Chairman's Report
14. Adjourn

Chairman Thomas asked if anyone had any changes to the agenda. County Manager Letitia Edens asked to add an updated Conflict of Interest policy.

**Motion: Upon motion by Commissioner Leach and second by Commissioner Southerland the Board voted to add the updated Conflict of Interest policy to the agenda as Item f.**

**Motion: Upon motion by Commissioner Southerland and second by Vice Chairman Hunt the Board voted unanimously to adopt the amended agenda.**

## **2. Public Comment**

There were no signups for Public Comment.

## **3. Public Hearings: Planning Matters**

- a. Preliminary plat approval request submitted by Double D Engineering for the 216-lot major subdivision named Woodhaven Subdivision located at the 115.32-acre parcel located at 6310 Rockfish Road east of the intersection of Koonce Road and Rockfish Road also known as Hoke County Parcel Identification Number (PIN) 494750301009. The property is zoned Residential (R-8).

Planner Robert Farrell advised the Board that this parcel was rezoned to R-8 last November. The property is in the Urban Service area and within the wastewater basin. The developer has opted for the High Density Option referenced in the Subdivision Ordinance. The High Density Option allows the developer to increase density and increase the number of lots. In exchange, the developer provides additional amenities.

**Motion: Upon motion by Commissioner Southerland and second by Commissioner Leach the Board voted unanimously to close the public hearing.**

**Motion: Upon motion by Commissioner Southerland and second by Vice Chairman Hunt the Board voted unanimously to approve the preliminary plat for Woodhaven Subdivision.**

- b. Preliminary plat approval request submitted by Double D Engineering for the 363-lot major subdivision named Woodhaven Reserve Subdivision located at the 111.91-acre unaddressed parcel on the north and south of Philippi Church Road, east of the intersection of Koonce Road and Philippi Church Road, also known as Hoke County Parcel Identification Number (PIN) 494740001003. The property is zoned Residential (R-8).

Mr. Farrell advised the Board that Woodhaven Reserve will interconnect with Woodhaven Subdivision. As in the plan for Woodhaven Subdivision, the developer is using the High Density Option.

Vice Chairman Hunt, referencing a large open area near the center, asked what that area will be used for. Mr. Farrell replied that the Homeowners' Association will determine how the tract is used.



North Carolina Vehicle Tax System																
NCVTS Pending Refund report																
Report Date 1/26/2022 3:31:37 PM																
HILL, EDDIE HILL, JR	HILL, EDDIE HILL, JR	801 WHEATFIELD CI	RAUFORD, NC 28373	Preparer	300216377	876374	PL/28471	11807714	Refund Generated due to adjustment on 8/1 #003248187-2021-2021- 0000-00	Vehicle Date 8/1/2021	05/17	Tax	\$292.85	\$0.00	\$292.85	
HOLLAND RONNIE DORVILLE	HOLLAND RONNIE DORVILLE	903 MAGNOLIA RD	RAUFORD, NC 28377	Preparer	00011818	107411	PL/28471	11819138	Refund Generated due to adjustment on 8/1 #003248187-2021-2021- 0000-00	Vehicle Date 8/1/2021	05/17	Tax	\$118.90	\$0.00	\$118.90	
JONES (FORMER) EARL	JONES LEONARD L III	837 SUNSHINE L LN	RAUFORD, NC 28377	Preparer	000481727	474247	PL/28471	11822282	Refund Generated due to adjustment on 8/1 #003248187-2021-2021- 0000-00	Vehicle Date 8/1/2021	05/17	Tax	\$89.99	\$0.00	\$89.99	
LOCKLEAR MARTIE JACKSON	LOCKLEAR MARTIE JACKSON	4111 OLD WATSON RD	RAUFORD, NC 28377	Preparer	00019136	047866	AUTH/01022	11827744	Refund Generated due to adjustment on 8/1 #003248187-2021-2021- 0000-00	Vehicle Date 8/1/2021	05/17	Tax	\$118.90	\$0.00	\$118.90	
LOVE NANCY	LOVE NANCY	112 BRANCA DRIVE	RAUFORD, NC 28377	Preparer	00011818	811388	PL/28471	11828833	Refund Generated due to adjustment on 8/1 #003248187-2021-2021- 0000-00	Vehicle None	01/01/2021	05/17	Tax	\$18.45	\$0.00	\$18.45
MARLIS MARY BETH	MARLIS MARY BETH	102 BRANCA DR	RAUFORD, NC 28377	Preparer	000481727	474247	AUTH/01022	11831141	Refund Generated due to adjustment on 8/1 #003248187-2021-2021- 0000-00	Vehicle None	01/01/2021	05/17	Tax	\$18.45	\$0.00	\$18.45
MCDONALD LAWRENCE	MCDONALD LAWRENCE	103 BLUE WATER DR	RAUFORD, NC 28377	Adjustment	000481727	474247	AUTH/01022	11831141	Refund Generated due to adjustment on 8/1 #003248187-2021-2021- 0000-00	Vehicle None	01/01/2021	05/17	Tax	\$11.16	\$0.00	\$11.16
MORROW TAMARA MICKEY	MORROW TAMARA MICKEY	204 HILLCREST DR	RAUFORD, NC 28377	Preparer	000481727	474247	AUTH/01022	11831141	Refund Generated due to adjustment on 8/1 #003248187-2021-2021- 0000-00	Vehicle Date 8/1/2021	05/17	Tax	\$13.13	\$0.00	\$13.13	
MURPHY DOROTHY KAY	MURPHY DOROTHY KAY	718 VAN BUREN DR	RAUFORD, NC 28377	Preparer	000481727	474247	PL/28471	11831141	Refund Generated due to adjustment on 8/1 #003248187-2021-2021- 0000-00	Vehicle Date 8/1/2021	05/17	Tax	\$20.10	\$0.00	\$20.10	
NEEDHAM JAMES W	NEEDHAM JAMES W	811 JOHNSON ST	RAUFORD, NC 28377	Preparer	000481727	474247	AUTH/01022	11831141	Refund Generated due to adjustment on 8/1 #003248187-2021-2021- 0000-00	Vehicle Date 8/1/2021	05/17	Tax	\$18.45	\$0.00	\$18.45	
NEWBOLD ELIZABETH	NEWBOLD ELIZABETH	112 LAFAYETTE CT	RAUFORD, NC 28377	Adjustment	000481727	474247	AUTH/01022	11831141	Refund Generated due to adjustment on 8/1 #003248187-2021-2021- 0000-00	Vehicle None	01/01/2021	05/17	Tax	\$18.45	\$0.00	\$18.45
SHAW HEWY JR	SHAW HEWY JR	148 VICTORY DR	RAUFORD, NC 28377	Preparer	000481727	474247	AUTH/01022	11831141	Refund Generated due to adjustment on 8/1 #003248187-2021-2021- 0000-00	Vehicle Date 8/1/2021	05/17	Tax	\$20.10	\$0.00	\$20.10	
SMITH ROBERT MICHAEL	SMITH ROBERT MICHAEL	833 ANNE RD	RAUFORD, NC 28377	Preparer	000481727	474247	AUTH/01022	11831141	Refund Generated due to adjustment on 8/1 #003248187-2021-2021- 0000-00	Vehicle Date 8/1/2021	05/17	Tax	\$11.16	\$0.00	\$11.16	
WILSON KATHY MARGARET	WILSON KATHY MARGARET	308 SPRINGDALE DR	RAUFORD, NC 28377	Adjustment	000481727	474247	PL/28471	11831141	Refund Generated due to adjustment on 8/1 #003248187-2021-2021- 0000-00	Vehicle None	01/01/2021	05/17	Tax	\$11.16	\$0.00	\$11.16
WYNN WYNNE	WYNN WYNNE	10 DALLWOOD DR	RAUFORD, NC 28377	Adjustment	000481727	474247	PL/28471	11831141	Refund Generated due to adjustment on 8/1 #003248187-2021-2021- 0000-00	Vehicle None	01/01/2021	05/17	Tax	\$18.45	\$0.00	\$18.45

North Carolina Vehicle Tax System																	
NCVTS Pending Refund report																	
Report Date 1/26/2022 3:31:37 PM																	
SPENCER MICHAEL	SPENCER MICHAEL	311 FIFTH DR	RAUFORD, NC 28378	Adjustment	000481727	474247	Preparer	PL/28471	11831141	Refund Generated due to adjustment on 8/1 #003248187-2021-2021- 0000-00	Vehicle None	01/01/2021	05/17	Tax	\$18.45	\$0.00	\$18.45
NELSON TALITHA MICHAELA	NELSON TALITHA MICHAELA	308 HOLLYWOOD	RAUFORD, NC 28378	Preparer	000481727	474247	AUTH/01022	11831141	Refund Generated due to adjustment on 8/1 #003248187-2021-2021- 0000-00	Vehicle None	01/01/2021	05/17	Tax	\$11.16	\$0.00	\$11.16	

Total = \$ 4649.91

- d. DSS request for payment to Charleston Group
- e. Finance: Budget Amendments



AMENDMENT TO THE HOKE COUNTY BUDGET ORDINANCE  
2021/2022  
Amendment

Section 1 of the Hoke County Budget Ordinance, pertaining to the General Fund operations of the County, shall be amended as follows:

Increase/(Decrease)/Appropriations:

Senior Services 25,091

Total \$ 25,091

Section 2 of the Hoke County Budget Ordinance, pertaining to the General Fund operations of the County, shall be amended as follows:

Increase/(Decrease)/Revenues:

Senior Services Revenue 25,091

Total \$ 25,091

This amendment:

- To reflect \$2,000 donation from Hospice Foundation, \$20,192 Supplemental Nutrition program, MPPA grant of \$2,199 and \$700 donation for heaters for seniors.

Funding Source: State grant and donations

Submitted: 02-07-2022

Respectfully Submitted by:

*[Signature]*  
Assistant Finance Director

Approved by:

*[Signature]*  
County Manager

**5. HATS Facility Contract**

County Attorney Grady Hunt said that there are a few changes being made to the contract.

**Motion: Upon motion by Vice Chairman Hunt and second by Commissioner Baldwin the Board voted unanimously to approve the construction contract for the new HATS facility, contingent upon County Attorney's approval of minor changes.**

**6. Reappointment of Mr. Doobie Leach to ABC Board**

**Motion: Upon motion by Commissioner Leach and second by Commissioner Southerland the Board voted unanimously to approve the reappointment of Mr. Doobie Leach to the ABC Board.**

**7. Appointment of Ms. Lauren Garner to Senior Services Board**

Senior Services Director Mary Hollingsworth advised the Board that Ms. Lauren Garner, a plan administrator for Unilever, has agreed to serve on the Senior Services Advisory Board.

**Motion: Upon motion by Commissioner Leach and second by Commissioner Southerland the Board voted unanimously to approve the appointment of Ms. Lauren Garner to the Senior Services Advisory Board.**

**8. Proposal for Contract Communicable Disease Registered Nurse - Health Director Helene Edwards**

Health Director Helene Edwards requested Board approval to reinstate a former nursing supervisor to a contract position two days per week. The contract nurses are tied up with vaccinating and COVID testing. The former supervisor will be able to bring experience to certain cases, such as TB and STDs.

**Motion: Upon motion by Commissioner Baldwin and second by Commissioner Leach the Board voted unanimously to approve the rehire of a former nursing supervisor to a contract position two days per week.**

**9. Water Main Extensions - Utilities Manager Hilton Villines**

- a. Carter Road
- b. Swift Creek Road

Utilities Manager Hilton Villines explained that the water main extension on Carter Road will complete a loop, which will improve water quality. The water main extension on Swift Creek will enable the County to serve residents on that road who have had problems with their wells. Funds for the projects will come from the Utilities project fund.

**Motion: Upon motion by Commissioner Leach and second by Vice Chairman Hunt, the Board voted unanimously to approve the water line extensions for Carter Road and Swift Creek Road.**

**10. Consideration of adoption of Hoke County Voluntary Agricultural District Ordinance - Cooperative Extension Director Howard Wallace**

Cooperative Extension Director Howard Wallace advised the Board that establishing a Voluntary Agricultural District will enhance the agricultural community in Hoke County.

Vice Chairman Hunt asked about the process of creating an Advisory Board. Mr. Wallace said the Advisory Board will be made up of seven members. A minimum of four of them must be actively engaged in agriculture. The original seven will have two members serving a two-year term, two members serving a three-year term, and three members serving a four-year term. Thereafter, all appointments will be for a term of four years.

**Motion: Upon motion by Commissioner Southerland and second by Commissioner Leach, the Board voted unanimously to adopt the Hoke County Voluntary Agricultural District Ordinance as presented.**

A copy of the Hoke County Voluntary Agricultural District Ordinance is hereby incorporated as a part of these minutes by attachment as Appendix 20220207.

**11. Public Safety Grant - Sheriff Roderick C. Virgil**

Chief Deputy Newton advised the Board that the Sheriff's Department has been awarded a Public Safety grant in the amount of \$84,269. A dedicated line item must be created for those funds to be delivered to.

**Motion: Upon motion by Commissioner Leach and second by Commissioner Southerland, the Board voted unanimously to approve a Budget Amendment and a dedicated line item for the public safety grant funds to be delivered to.**

AMENDMENT TO THE HOKE COUNTY BUDGET ORDINANCE  
2021/2022  
Amendment

Section 1 of the Hoke County Budget Ordinance, pertaining to the General Fund operations of the County, shall be amended as follows:

Increase/(Decrease) Appropriations:

Sheriff 84,269

Total \$ 84,269

Section 2 of the Hoke County Budget Ordinance, pertaining to the General Fund operations of the County, shall be amended as follows:

Increase/(Decrease) Revenues:

Sheriff Revenues 84,269

Total \$ 84,269

This amendment:

- To increase Sheriff's budget for Public Safety Grant in the amount of \$84,269.00

Funding Source: State Grant Funds

Submitted: 02-07-2022

Respectfully Submitted by:

*Wendy Zappala*  
Assistant Finance Director

Approved by:

*Letitia Edens*  
County Manager

**12. Manager's Report**

County Manager Letitia Edens told the Board that staff is preparing to begin the budget process for FY 2023. Mrs. Edens gave a proposed budget schedule to the Board and asked for their direction in preparing a timeline for the budget process.

**13. Chairman's Report**

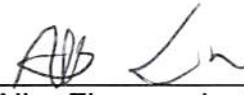
The Chairman had no business or remarks to share with the Board.



14. Adjourn

Motion: With no further business to come before the Board of Commissioners, and upon motion by Commissioner Southerland and second by Commissioner Leach the Board voted unanimously to adjourn the meeting at 7:27 pm.

  
Gwen McGougan, Clerk to the Board

  
Allen Thomas, Jr., Chairman

Approved 3/7/2021 