



Minute-By-Minute

Minute-By-Minute is the Monthly Newsletter of the

North Carolina Association of Municipal Clerks

November
2015

Inside this Issue:

Thanksgiving Blessings 3

Birthday Calendar 4

Festivals, Festivals, Fun 5

Clerk of the Year 6

Clerk's Breakfast 10

Join NCAMC

Know a clerk or deputy clerk who wants to join NCAMC? For membership information, email committee chair Jim Byrd, CMC, NCCMC of Wilkesboro at the following address:

jbyrd@wilkesboronorthcarolina.com

Now, join IIMC

If you have joined the North Carolina Association of Municipal Clerks and are wondering what else you can do to grow in your profession, you definitely need to consider joining the International Institute of Municipal Clerks. IIMC is the certifying arm for clerks worldwide. For more information go to the website:

www.iimc.com

If you would like to submit an article of interest for the newsletter, email committee chair Tammy Hatley, MMC, NCCMC of King at the following address:

thatley@ci.king.nc.us

President Giblin's November Message:



"IT'S TURKEY TIME!!!"

Summer's gone and the beautiful crisp days of autumn are here. I think Thanksgiving is my favorite holiday. The main fare is a hearty dinner, family and friends, and thankfulness for all our blessings. It is a time to reflect on the many good things in our lives and the good fortune that we live in the United States.

The Planning & Education Committee has been hard at work preparing the programs for not only the 2016 Annual City and County Clerks' Workshop, Institute and Academies but also the International Institute of Municipal Clerks [IIMC] Region III Meeting. On September 16th Leighanna Worley, Program Chair; Lisa Stites, Program Vice-Chair; Paula Woodard, President, North Carolina Association of County Clerks; Julie Bennett, Vice-President, North Carolina Association of County Clerks; Carla Stowe, UNC School of Government Program Manager; Trey Allen, Assistant Professor, UNC School of Government; John Phelps, Assistant Legal Counsel, NCLM; and myself all met in Chapel Hill to plan for the January Clerk's School. It was a lively meeting where suggested topics offered by both the Municipal and County Clerks were discussed. These suggestions come from various sources, but mainly from listserv questions and a running checklist from the Program & Education Committee members. So please, if there is any topic you would like to see pursued get in touch with either Leighanna Worley [lworley@wilsonsmillsnc.org] or Lisa Stites [lstites@ci.oak-island.nc.us] of the Program & Education Committee. You may not be the only clerk out there with the same quandary.

So, please mark your calendars:

2016 Annual City and County Clerk's
New Clerks' Workshop and Institute & Academies
Sheraton Imperial Hotel and Convention Center
Research Triangle Park, North Carolina
UNC School of Government

Dates: Wednesday, January 20, 2016

Thursday, January 21, 2016

New Clerks' Workshop
Master Clerks' Academy I
Master Clerks' Academy II

Friday, January 22, 2016
Sessions adjourn around noon

Master Clerks' Academy II continued

Registration details will be sent out to the membership when finalized.

The Program & Education Committee is also working on preparing the program and securing speakers for the Region III Conference in Carolina Beach, N.C. on February 17 – 19, 2016. The following information is offered:

International Institute of Municipal Clerks Region III Conference
February 17 – 19, 2016

Courtyard by Marriott
100 Charlotte Avenue
Carolina Beach, North Carolina
1-910-458-2030
Reservations: 1-800-321-2211

Wednesday, February 17

Registration	Late afternoon
Opening Session	Late afternoon
Reception	Early evening
Dinner on own	

Thursday, February 18

All Day Educational Sessions including breakfast, lunch & dinner

Friday, February 19

Breakfast
Business Meeting
Adjourn before lunch

As I write this the final touches are being made for the Clerks' Association Breakfast on Monday, October 12th, held during the North Carolina League of Municipalities Annual Conference. The Program and Education Committee has secured a presentation on Avian Flu by Dan Campeau, Area Specialized Poultry Agent, North Carolina Cooperative Extension Service. The Association will also be recognizing Sue Rowland, the former Clerk of Cary as we dedicate a tree and plaque in her honor as 2012 Clerk of the Year. The ceremony will be at 12 noon Friday, October 16th at the Cary Town Hall.

The clerks who attended the 2015 Clerks Certification Institute under the auspices of the University of North Carolina School of Government will be graduating on Friday, October 30, 2015 at 2:30 p.m. in Chapel Hill. We wish them all the best as they forge ahead in their municipal careers.

In closing, I wish each and every one of you a very Happy Thanksgiving. If you are traveling, enjoy the journey and return home safely. Have a wonderful time with family and friends and of course all the bounty of the Thanksgiving Feast! "Why does a turkey go, 'Gobble, gobble, gobble....?' Because it never learned good table manners!"

Jeanne M. Giblin, CMC, NCCMC
"Clerks – Leading Stars of their Communities"

Thanksgiving Blessings

Thanksgiving is truly a special day for us. It was first celebrated in 1621 when the Pilgrims and the Wampanoag Indians shared a fall harvest. After reaping their first harvest, the pilgrims dedicated a day for thanking God for the bounty with which He had blessed them. In 1863 President Abraham Lincoln proclaimed a national day of thanksgiving to be held each year on the fourth Thursday in November.

We think of Thanksgiving when the leaves are changing color and are falling from trees. Thanksgiving Day is more than a day of fond memories with family and friends, parades, football, and special dinners. It is a special day that we are reminded of the bounty of our blessings and to give thanks. We spend a few moments before the Thanksgiving dinner giving thanks for the blessings, family and friends in our lives. To many of us, however, the meaning of Thanksgiving ends with spending a few moments giving thanks at the dinner table.



The true meaning of Thanksgiving, however, should not end after a prayer or a few seconds of meditation devoted to thanks. The Thanksgiving holiday has broader significance; Thanksgiving is also a call to action. It is important for us to remember that the word thanksgiving is composed of two words: thanks and giving. Through the Thanksgiving season we are reminded to give thanks and to share and give. The Holiday reminds us to share our economic and material wealth, and to share also our time and talents with other people who could use our help. In terms of thought and deed, the Thanksgiving holiday gives us an enriched perspective on the blessings in our lives.

This Thanksgiving Day take a moment and reflect on what actions we can take in the next year to fully express the meaning of Thanksgiving. Let's all think of ways that we can free-up one hour each week so that we can give that time to someone in need. By giving of our time and talent we are acknowledging that there is abundance in our lives. So, as we sit down to Thanksgiving dinner this year, let's spend a more than a few moments giving thanks with our family and friends.

Truly Blessed,
Michelle H Gray
District 1

Happy Birthday!

November

- 18 Paula Pulley
- 20 Barbara Baker
- 21 Leigh Summerour
Diane Autry
- 22 Kelly Baker
DiAnne Enoch
- 23 JoAnn Strickland
- 24 Natasha McCants
Glenda Sansosti
Linda Brown
- 25 Jacqueline Nicholson
Melody Hancock
Holly Doerr
Pam Casey
- 26 Diana Davis

Happy Thanksgiving

- 28 Amy Harvey
Debbie Coffey
- 29 Betsy Nicholson
Gail Thomas
Leslie Crowder
Sandra Smith

December

- 1 Shawna Black
- 2 Catherine Tilley
Bianca Payne
- 3 Cynthia Ezzell
- 4 Kimberly Worley
Melissa Corser
- 5 Linda Noble
Karen Williams
- 6 Jeanne Giblin
Lucy Williams
- 7 Georgia Overman
- 8 Jamie Brown
Sarah White
Barbara Jones
- 9 Melody Graham
Luann Ellis
- 10 Debbie Hinson
Jayne Danner
- 11 Sharon Thompson
Belinda White
- 12 Sylvia Raynor
Heather Kelly
- 13 Victoria Lucas
Catherine Wilson
- 14 Sandy Strickland
- 15 Bridgette Helms

Please email birthday updates to Karen Wingo: kwingo@TownofWingateNC.gov

Festivals

Festivities

Fun



Close your eyes and imagine the dark winter night air filled with the laughter of children, the aroma of apple cider and gingerbread houses, horse drawn carriage rides and a train depot with a train ready to depart and transport you through this magical village. Sound too good to be true? Well, it's not. Tucked away in Denton, North Carolina you will find the Country Christmas Train at Denton Farm Park. From November 28 – December 27, 2015 you can experience all this and more! Take a magical walking tour through the lighted village, hear the story of Silent Night and join in caroling. Visit the General Store, the Arts & Crafts Exhibit and the Doll Museum. Kids will love the Petting Zoo and pony rides are available! Of course everybody's favorite chubby guy in the red suit will be there to visit with and take photos. And you don't want to miss the Country Christmas Train Ride! Trains depart every 30 minutes. Tickets are \$12.00 for adults, \$5.00 for those under the age of 12 and free for those under 4 years. The park opens at 4:30 p.m. and is open until 11:00 p.m. on Friday and Saturday and until 10:00 p.m. on other nights. For additional information please call the Denton Farm Park at 336-859-2755 or visit them at www.dentonfarmpark.com.

Carmen K. Miracle selected as *NCAMC 2015 Clerk of the Year*



Jacksonville City Clerk, **Carmen Miracle**, MMC, NCCMC was named as the *2015 Clerk of the Year* at the annual NCAMC Conference and Summer Academy held in Durham, NC. Carmen has served the NCAMC in many capacities over the years including NCAMC President in 2010-2011. Congratulations Carmen!

“Project Homeless Connect”

By: Diana Schreiber
City of Durham

A contingent from the City of Durham and Durham County participated in Project Homeless Connect at the Durham Bulls Stadium on Friday, October 2. Project Homeless Connect (PHC) is designed to link people experiencing homelessness to services offered in the community. PHC events have been held all over the country since 2004. The event is part of a national movement that is often linked with local 10 year plans to end homelessness. In Durham, PHC is linked to the efforts of “Durham Opening Doors” (Durham’s 10 year plan to end homelessness). The goal of Project Homeless Connect is to assist homeless individuals and families with accessing multiple services to help them become stable and assist them on the path to obtaining permanent housing. In Durham, Project Homeless Connect has become an annual event beginning in the fall of 2007. The event has utilized volunteers from throughout Durham to assist homeless individuals and families with connecting to housing, employment, healthcare, and other needed services. Durham Project Homeless Connect has become a model event in raising awareness around the issue of homelessness in Durham and has garnered broad support across all sectors of the community. Over 150 guests who were experiencing homelessness were assisted.

Service providers included Alliance BHC, Podiatrists, Employment specialists, Durham VA Hospital, Duke Eye Center, Durham County Health Department, Lincoln Community Health and Legal Aid. There were mobile Dental, Job Link and Veteran units along with emergency medical area.



Pictured left to right: Diana Schreiber, Angela Johnson, Raquel Rosario, and Andrew Bullard

Chocolate Lasagna



Chocolate Lasagna

INGREDIENTS

- 1 package regular Oreo cookies (Not Double Stuff) – about 36 cookies
- 6 Tablespoon butter, melted
- 1- 8 ounce package cream cheese, softened
- 1/4 cup granulated sugar
- 2 Tablespoons cold milk
- 1- 12 ounce tub Cool Whip, divided
- 2 – 3.9 ounce packages Chocolate Instant Pudding.
- 3 1/4 cups cold milk
- 1 and 1/2 cups mini chocolate chips

DIRECTIONS

1. Begin by crushing 36 Oreo cookies. I used my food processor for this, but you could also place them in a large ziplock bag and crush them with a rolling pin. When the Oreos have turned into fine crumbs, you are done.
2. Transfer the Oreo crumbs to a large bowl. Stir in 6 tablespoons melted butter and use a fork to incorporate the butter into the cookie crumbs. When the butter is distributed, transfer the mixture to a 9 x 13 inch baking dish. Press the crumbs into the bottom of the pan. Place the pan in the refrigerator while you work on the additional layers.
3. Mix the cream cheese with a mixer until light and fluffy. Add in 2 Tablespoons of milk, and sugar, and mix well. Stir in 1 and 1/4 cups Cool Whip. Spread this mixture over the crust.
4. In a bowl, combine chocolate instant pudding with 3 and 1/4 cups cold milk. Whisk for several minutes until the pudding starts to thicken. Use a spatula to spread the mixture over the previous cream cheese layer. Allow the dessert to rest for about 5 minutes so that the pudding can firm up further.
5. Spread the remaining Cool Whip over the top. Sprinkle mini chocolate chips evenly over the top. Place in the freezer for 1 hour, or the refrigerator for 4 hours before serving.

**Update on the Clerks' Breakfast at the North Carolina
League of Municipalities Conference
Monday, October 12, 2015
Marriott Hotel, Winston-Salem**

Over a plate of bacon and eggs, the “talk of the town” was about Avian Flu [that’s Bird Flu to us lay people] at the Annual Clerks’ Breakfast held during the League’s Conference. Through the efforts of Lewisville Town Clerk Joyce Walker and the Program and Education Committee, we were able to secure Extension Area Specialized Agent Dan Campeau from NC State University to deliver a lecture on the possible outbreak of this disease. It is not here in North Carolina as of yet, but there is a warning of a possible introduction of this flu when migratory wild birds who may carry the virus pass through the state from the autumn months until mid-January. The disease can also affect pheasants, quail, ducks, geese, turkeys and guinea fowls.

Poultry products such as eggs and meat are no threat to human health during an outbreak of avian flu, but egg and chicken production will suffer because of it. The disease can affect both commercial and backyard flocks and those affected show few signs of illness until they are within 24 hours of death. There is no cure and the usual treatment is to euthanize the entire flock. With the poultry business an \$18 billion industry here that could be devastating.

The North Carolina Department of Agriculture has required all poultry owners, no matter how small a flock they have to register their flocks. The registration is free and voluntary and all information will remain confidential.

As you know, we Clerks are sometimes the “go to” people for information, so I have included an article from CAROLINA COUNTRY for further explanation.

Jeanne Giblin, MMC, NCCMC
President

North Carolina braces for avian flu

If there's an outbreak, it won't affect eggs and meat, but flocks and farmers could suffer.

If you raise poultry, even in your backyard, you are advised by the North Carolina state veterinarian to protect your birds from an avian influenza outbreak this fall. Dr. Doug Meckes has warned of a possible introduction of the flu when migratory wild birds who may carry the virus pass through the state from the autumn months until mid-January.

Humans rarely are affected by the avian flu, and no person has had the disease in the U.S., but poultry breeders can lose many birds.

Poultry products such as eggs and meat are no threat to human health during an outbreak of avian flu, says the N.C. Department of Agriculture and Consumer Services, but egg production itself will likely decline because of it.

As a precautionary move, North Carolina barred showing chickens and turkeys during September's Mountain State Fair and will not allow shows at the N.C. State Fair, county fairs and farm tours statewide. The disease also can affect pheasants, quail, ducks, geese and guinea fowl.

Protection

Also the Agriculture Department has required all poultry owners, no matter how small a flock they have, to register their flocks. While some owners have complained, Meckes said, "We can't protect birds that we don't know exist. We need to know where poultry are located so we can properly protect commercial and backyard flocks."

Registration is free and voluntary. The program is not a state mandate to license flocks, the state will not use the information to perform inspections, and all information is required by law to remain confidential.

"This disease has affected both commercial and backyard flocks and has been devastating for those bird owners," Meckes said, noting that poultry is an \$18 billion industry here. "Flocks affected by this disease show few signs of illness until they are within 24 hours of death, and no treatment can save them. I have asked for the registration of all flocks so that we may work together to preserve those birds by preventing exposure to infection."

In addition to migratory birds,

HIGHLY PATHOGENIC AVIAN INFLUENZA IS IN THE US!

All live bird sales and shows in North Carolina will be canceled from Aug. 15, 2015 to Jan. 15, 2016



KNOW THE WARNING SIGNS:

- ▶ Lack of energy and appetite
- ▶ Decreased egg production or soft/misshapen eggs
- ▶ Swelling of the head, eyelids and comb
- ▶ Purple discoloration of the wattles, combs and legs
- ▶ Stumbling, falling down, diarrhea
- ▶ Sudden death

HERE ARE SOME STEPS FOR PREVENTING THE SPREAD OF BIRD FLU AMONG BACKYARD CHICKENS:

- ▶ Keep chickens and turkeys away from ducks and other waterfowl.
- ▶ Install solid fencing so chickens cannot come into direct contact with neighbor chickens and birds.
- ▶ If you have a backyard pond where migrating birds may stop, don't allow your chickens near the water. Keep your feed protected as well.
- ▶ Buy birds from a reputable source and keep new birds separate from the rest of your flock for at least 30 days.
- ▶ Do not share feeding buckets or other equipment and supplies with other bird owners.
- ▶ Wash hands thoroughly before and after working with birds. Wear clean clothes and disinfect cages, tools and other equipment that come in contact with birds and their droppings.

THIS SPECIFIC STRAIN OF FLU CURRENTLY IN THE US HAS NOT BEEN KNOWN TO AFFECT HUMANS. AFFECTED BIRDS DO NOT ENTER THE FOOD CHAIN, SO POULTRY PRODUCTS ARE SAFE TO EAT.

For help or if your birds are sick, please call the NCDA&CS Veterinary Division at 919-733-7601 or USDA toll-free hotline at 1-866-536-7593 www.ncagr.gov/avianflu

Meckes pointed out that the flu can be spread by vehicles, poultry houses and by wind. Poultry could come in contact with feces at ponds, on free-range pastures and even through vehicles that come and go at farms.

Biosecurity

Maintain your flock's "biosecurity":

- Eliminate opportunities for your birds to interact with wild birds.
- Protect your poultry and birds from all types of disease agents: viruses, bacteria, fungi or parasites.
- If you have birds at home, do not visit another farm, home or facility that also has birds. If you must visit another premises, be

sure to shower and put on clean clothes and shoes beforehand.

- Know the signs to look for and monitor the health of your birds on a regular basis. Some signs to look for include nasal discharge, unusually quiet birds, decreased food and water consumption, drop in egg production, and increased or unusual death loss in your flock.
- Report sick and dead birds to state health officials. Contact your local Cooperative Extension office or the State Veterinarian at 919-733-7601. 

See a video about keeping your flock healthy at carolinacountry.com.