

Teela Wilkerson  
Interim Transit Director

# Hoke Area Transit Service



Becky Morrow  
Hoke County Consultant



## **TRANSPORTATION ADVISORY BOARD**

Hoke Area Transit Service (H.A.T.S) Conference Room  
189 CC Steele Road, Raeford, NC 28376

### ***MEETING MINUTES***

Wednesday, September 25, 2024 – 10:03 a.m. to 10:14 a.m.

#### **Attendance:**

Bruce Hurst – *Chairperson*, Vocational Options of Hoke County  
Pat Graham (via TEAMS) – *Vice Chairperson*, Hoke County Resident  
Teela Wilkerson – *TAB Secretary*, Hoke Area Transit Service  
Becky Morrow – County Consultant  
Bryan Marley (via TEAMS) – Hoke County Emergency Management  
Tammy Chaney (via TEAMS) – Hoke County Dept. Of Social Services

#### **Absent Members:**

Rosa Chavis – Children’s Developmental Center  
Cathy James – NC Cooperative Extension Services  
Brandon Flagg – Veteran’s Administration  
Genia Hunt – Hoke County Health Department  
Mary Hollingsworth – Senior Services  
Letitia Edens – County Manager of Hoke County  
Tony Hunt – County Commissioner of Hoke County

- 
- I. Call to Order
    - a. Meeting was called to order by Bruce Hurst.
  
  - II. Approval of Meeting Minutes
    - a. The TAB members reviewed the minutes from September 11, 2024 TAB meeting.
    - b. Motion (Bryan Marley): Move made to approve the September 11, 2024 meeting minutes.
    - c. Pat Graham seconded the motion.

d. Motion carried. September 11, 2024 TAB meeting minutes were approved.

III. Discussion and Approval of the FY2026 CTP 5311 and Combined Capital Grant Applications to be Submitted to the Board of Commissioners for Approval

- a. Teela Wilkerson: Next order of business is to discuss and approve the FY26 Community Transportation Program grant applications. You'll see the administrative and capital portions of the grants included in your packet. The admin grant covers the Transit Director's salary, random drug and alcohol tests, DOT physicals, uniforms, advertising fees, office supplies, and etc. The budget amount they have given us to apply for is \$153,803, which has a 15% local match of \$23,071. The capital grant covers three replacement vehicles which include two raised-roof vans and one 22ft light transit vehicle. It also covers the vehicle lettering and vinyl safety decals for the vehicles. The proposed amount that we will be applying for is \$356,900 with a 10% local match of \$35,690. The County should be prepared to pay a 20% match if the State does not participate.
- b. Bruce Hurst: Teela, are these two separate grants or one grant? Is one piece an administrative section and then there's another section or is it one grant? Are there two separate sections?
- c. Teela Wilkerson: Yes. One is the administrative grant and the other one is the combined capital grant.
- d. Bruce Hurst: Are we ready to move on the administrative and capital grant applications?
- e. Teela Wilkerson: Wait just a minute. I forgot to mention that we have a public hearing for these grants scheduled for September 30<sup>th</sup> at 7:00pm in the Commissioners room.
- f. Motion (Tammy Chaney): Move made to approve the FY26 administrative grant.
- g. Bryan Marley seconded the motion.
- h. Motion carried. The FY26 5311 Admin Grant was approved to be discussed and approved by the Board of Commissioners during the public hearing.
- i. Bruce Hurst: Are we ready to move on the capital grant application?
- j. Motion (Tammy Chaney): Move made to approve the FY26 capital grant.
- k. Pat Graham seconded the motion.
- l. Motion carried. The FY26 Combined Capital Grant was approved to be discussed and approved by the Board of Commissioners during the public hearing.

IV. Meeting Open for Comments and Suggestions

- a. Teela Wilkerson: The meeting is now open for comments and suggestions.
- b. Pat Graham: No suggestion, but were you able to talk to someone about getting a bell for the door?
- c. Teela Wilkerson: I have not done that yet. We have been leaving the door unlocked for public access.
- d. Tammy Chaney: Do you all have a camera where you can see the front door?

- e. Teela Wilkerson: No, not at this time.
- f. Tammy Chaney: I mean, just for safety concern I think you would want to have that. I'm not sure if anyone sits at the front all the time. If not, that would be a major safety concern if you have that door unlocked and you can't see who's coming in.
- g. Teela Wilkerson: We do have two doors. The first door we leave unlocked for the public. Then there's a second door where we have to scan our badges to enter. So the public only has access to the lobby. I do agree that we should have some kind of camera where the receptionist would be able to see better because she can't see much from where she sits.
- h. Tammy Chaney: I'm sure the County has a way of installing something that you could at least kind of be able to see your parking lot and see people when they are approaching. And you guys are still kind of in a remote area. I mean it's not far from the city, but I would still consider this a remote area. I would just ask if there's something that can be done. There are some cameras that are inexpensive, like maybe a doorbell camera. You could have something that could be paid at once and wouldn't necessarily have to be an ongoing bill.
- i. Teela Wilkerson: Actually, we have some money budgeted for security surveillance so that's something we can look into. Nancy had budgeted it in the 2025 grants before she left..... Another thing I wanted to see if you all have any suggestions for is the TAB retreat. DOT suggests having a TAB retreat at least once a year. Normally we schedule those in December. Do you all have any suggestions on what you would like to see happen for the TAB retreat. The TAB retreat is like a normal TAB meeting, but it's more of a meeting for brainstorming and bringing up suggestions of how we can make transit better, and we also fill our bellies.
- j. Pat Graham: I've never been to one so I feel like whatever has been working or maybe we can give you suggestions. I hadn't even thought about it.
- k. Teela Wilkerson: Does anyone else have any suggestions?
- l. Bruce Hurst: I think we have a date for that. Do we have a date for it, for the TAB retreat?
- m. Teela Wilkerson: I think we do have a date for it, but I don't have the TAB meetings schedule with me right now. Let's see, there are only 5 members in this meeting right now that are actual TAB members. What we can do, we can discuss the TAB retreat further in the next meeting.
- n. Bruce Hurst: Is there anything else? If not, we stand to be adjourned.

V. Adjournment

- a. The next TAB meeting is scheduled for October 16, 2024 at 10:00am in HATS conference room.
- b. This meeting was adjourned at 10:14 a.m.

---

*Jeela Wilkerson*  
Signature, TAB Secretary

*12/18/2025*  
Date of Approval of TAB Minutes