

Minutes
Regular Meeting
Hertford County Board of Commissioners
County Commissioners' Meeting Room
Tuesday, September 6, 2011
9:00 A.M.

Present: Johnnie R. Farmer, Curtis A. Freeman, Sr., Howard J. Hunter, III, and William F. Mitchell, Jr.

Absent: Ronald J. Gatling

Also Present with the Board: Loria D. Williams, County Manager; Charles L. Revelle, III, County Attorney; John P. Rankins, Assistant County Manager; and Shelia W. Matthews, Clerk to the Board

Chairman Johnnie R. Farmer called the meeting to order.

The invocation for the meeting was provided by Commissioner William F. Mitchell, Jr.

MINUTES

On a motion by Freeman and a second by Hunter, the Board voted unanimously to approve the minutes of the August 1, 2011, Regular Meeting as presented

On a motion by Freeman and a second by Hunter, the Board voted unanimously to approve the minutes of the August 15, 2011, Regular Meeting as presented.

PERSONNEL

John P. Rankins, Assistant County Manager/Human Resources Director, introduced the following new County employee:

<u>NAME</u>	<u>DEPARTMENT</u>	<u>HIRE DATE</u>
Rhonda Morris	Social Services	07-26-11

RESOLUTIONS

On a motion by Freeman and a second by Hunter, the Board voted unanimously to adopt the following Resolution Supporting Firefighters Week:

**Resolution
Supporting September 11-17, 2011, as
"FIREFIGHTERS WEEK"**

WHEREAS, fighting fires is one of the most hazardous professions, requiring physical strength, stamina, extensive training, courage, and selfless concern for the welfare of others; and

WHEREAS, firefighters provide valuable services to the citizens of North Carolina, their communities, and the State; and

WHEREAS, firefighters respond to emergencies without hesitation when the call of duty arises; and

WHEREAS, firefighters work with public safety officials and law enforcement officers to protect the integrity of crime scenes, which is necessary to resolve arson cases; and

WHEREAS, firefighters reside in the community in which they serve and have a great appreciation protecting their communities; and

WHEREAS, it is appropriate to recognize the duties and services that firefighters perform by observing "Firefighters Week" in Hertford County.

NOW, THEREFORE, IT BE RESOLVED, that the Hertford County Board of Commissioners encourages the citizens of Hertford County to observe the week of September 11-17, 2011, as "Firefighters Week".

ADOPTED this the 6th day of September, 2011.

Certificates of Recognition will be presented to Fire Departments at the next meeting.

RESOLUTIONS/ENVIVA

On a motion by Freeman and a second by Hunter, the Board voted unanimously to approve the following Resolution of Action for Enviva Pellets' Building Reuse and Restoration Grant and to allow the Chairman to execute the application and contracts, if awarded:

RESOLUTION OF ACTION

WHEREAS, Hertford County is an eligible applicant for the North Carolina Rural Center Building Reuse and Restoration Grant; and

WHEREAS, Hertford County wishes to participate in the Building Reuse and Restoration Grant on behalf of Enviva Pellets Ahoskie, LLC, located in Ahoskie, Hertford County, North Carolina; and

THEREFORE, Be it resolved that the Hertford County Board of Commissioners, in the regularly scheduled Board Meeting of September 6, 2011, does approve the submission of an application to the North Carolina Rural Center in support of Enviva Pellets Ahoskie, LLC for the renovation and reuse of existing buildings as part of their new facility being built for the manufacture of wood pellets in the amount of \$146,000 based on Enviva Pellets Ahoskie, LLC's commitment to create a minimum of 25 new jobs in Hertford County within 18 months. The Hertford County Board of Commissioners also commits to providing a local match of 5%, or \$7,300 towards this expansion.

Adopted this 6th day of September, 2011.

On a motion by Freeman and a second by Hunter, the Board voted unanimously to amend the previous motion to include taking the 5% match, \$7,300, from Contingency.

RESOLUTIONS/METAL TECH

On a motion by Hunter and a second by Mitchell, the Board voted unanimously to approve the following Resolution of Action for Metal Tech's Building Reuse and Restoration Grant; to take the 5% match, \$5,000, from Contingency; and to allow the Chairman to execute the application and contracts, if awarded:

RESOLUTION OF ACTION

WHEREAS, Hertford County is an eligible applicant for the North Carolina Rural Center Building Reuse and Restoration Occupied Building Grant; and

WHEREAS, Hertford County wishes to participate in the Building Reuse and Restoration Occupied Building Grant on behalf of Metal Tech, located in Murfreesboro, Hertford County, North Carolina; and

THEREFORE, Be it resolved that the Hertford County Board of Commissioners, in the regularly scheduled Board Meeting of September 6, 2011, does approve the submission of an application to the North Carolina Rural Center in

support of Metal Tech for the expansion of a new building for increasing steel cutting capacity at their current location in the amount of \$100,000 based on Metal Tech's commitment to create a minimum of 20 new jobs in Hertford County within 18 months. The Hertford County Board of Commissioners also commits to providing a local match of 5%, or \$5,000, towards this expansion.

Adopted this 6th day of September, 2011.

BUDGET AMENDMENTS

On a motion by Mitchell and a second by Hunter, the Board voted unanimously to approve Amendment No. 2 to the FY 2011-2012 Hertford County Budget Ordinance as follows with correction of a typographical error in Section II changing \$699 to \$6,999:

**AMENDMENT TO THE HERTFORD COUNTY BUDGET ORDINANCE
2011/2012
(Amendment No. 2)**

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

Increase (Decrease) Appropriations:

Human Services

DJJPP – JCPC	85,199
DJJPP – JCPC	(54,247)
Day Reporting	318

Public Safety

Sheriff – Earmarked Drug Funds	1,000
Sheriff – Earmarked Regular	6,999

Economic & Physical Development

Ag Extension – Earmarked Trust & 4-H Trust	12,773
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Total **\$52,042**

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

Increase (Decrease) Revenues:

Restricted Intergovernmental – General (DJJPP)	30,952
Restricted Intergovernmental – Ag Extension Trust and 4-H	12,773
Earmarked – Sheriff	1,000

Fund Balance Appropriated

Sheriff	6,999
Day Reporting	318

Total **\$52,042**

This amendment:

- Federal/State Funds from Sheriff Department and Ag Extension dropped off in Fund Balance – Source of Funding Fund Balance
- Budgets decreased funding in DJJPP – Source of Funding: State Funds
- Budget Short for Day Reporting – Source of Funding: State Funds

COURTHOUSE

The next item on the agenda (Memo #7393) for request for approval of Authorization for Change in Services for the Hertford County Courthouse (WBA Project #160201) was postponed until after Closed Session.

DETENTION CENTER/AGREEMENTS/BUDGET

On a motion by Hunter and a second by Mitchell, the Board voted unanimously to approve the proposal with Willo Products Company, Inc. to service 60 swinging cell door locks at the Detention Center at a cost of \$5,086 to be paid from Contingency.

COUNTY MANAGER'S UPDATE/COUNTY BUILDINGS

The County Manager informed the Board there would be a pre-bid conference held on September 9 for the Law Enforcement Center roof, and the bid opening would be held on September 19.

COMMISSIONERS' COMMENTS

- Vice-Chairman Freeman inquired about damage to County property during Hurricane Irene and inquired about contracting out grass cutting for the office buildings
- Commissioner Hunter commented that the NCACC Annual Conference in Concord was the best he ever attended
- Commissioner Mitchell agreed that the Conference was great and complimented the landscaping of the office buildings. He inquired about recycling site at the landfill be open for half-day on Saturdays for construction waste.
- Chairman Farmer commented about the new recycling plan in the newspaper. He commended Commissioner Hunter on being sworn in as President Elect of the NCACC. Commissioner Mitchell echoed that comment. Chairman Farmer also referenced the Courthouse project and the parking issues with the Town of Winton. In his 10 years, he has never known there was a parking problem. He feels the Board may run into similar problems in the future and is taking this very serious.
- Vice-Chairman Freeman informed everyone of the Atlantic District Fair being in town this week and asked everyone to support it.

On a motion by Freeman and a second by Hunter, the Board voted unanimously to recess Regular Session to go into a scheduled Closed Session as allowed under G. S. 143-318.11 (a) (3) to consult with the County Attorney and (6) to discuss personnel matters.

CLOSED SESSION

Minutes of Closed Session are on file in the office of the Clerk to the Board.

REGULAR SESSION

COURTHOUSE

On a motion by Hunter and a second by Freeman, the Board voted unanimously to approve the Authorization for Change in Services for the Hertford County Courthouse (WBA Project #160201) up to \$9,500.

On a motion by Freeman and a second by Hunter, the Board voted unanimously to rescind its intent to purchase the Wesley Stewart property and the David Reed property for additional parking for the Courthouse project at the present time, as adequate parking can be obtained on County-owned property.

On a motion by Hunter and a second by Freeman, the Board voted unanimously to adjourn.