

Minutes
Regular Meeting
Hertford County Board of Commissioners
County Commissioners' Meeting Room
Monday, April 2, 2012
9:00 A.M.

Present: Curtis A. Freeman, Sr., William F. Mitchell, Jr., Johnnie R. Farmer (entered late), Ronald J. Gatling, and Howard J. Hunter, III

Absent: None

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 Curtis A. Freeman, Sr., called the meeting to order.

The invocation for the meeting was provided by Assistant County Manager John Rankins.

RESOLUTIONS/LAND RECORDS

On a motion by Gatling and a second by Hunter, the Board voted unanimously to approve the following Resolution Appointing Review Officer which will supercede the previous resolution appointing review officer:

RESOLUTION APPOINTING REVIEW OFFICER

WHEREAS, S.L. 1997-309 (S875) makes a number of significant changes in the procedures for recording maps and plats; and

WHEREAS, the main purpose of the law is to transfer the responsibility for reviewing plats and maps to determine whether they meet recording requirements from the Register of Deeds to a Review Officer; and

WHEREAS, the new G.S. 47-30.2 requires the Board of County Commissioners in each County, by resolution, to appoint a person to serve as Review Officer to review each plat and map before it is recorded and certify that it meets the statutory requirements for recording; and

WHEREAS, it is the desire of the Hertford County Board of Commissioners to ensure an expeditious review of all maps and plats as required by G.S. 47-30.2 before they are presented to the Register of Deeds for recording.

NOW, THEREFORE, BE IT RESOLVED, effective April 2nd, 2012, that Sara P. Turner and Thomas O. Lindsay in the Hertford County Land Records are hereby appointed to perform all responsibilities as required for Review Officer under the appropriate North Carolina General Statutes.

BE IT FURTHER RESOLVED that a copy of this Resolution designating the Review Officers be recorded in the Hertford County Register of Deeds Office and indexed in the name of the Review Officers.

This the 2nd day of April 2012.

BUDGET AMENDMENTS

On a motion by Mitchell and a second by Hunter, the Board voted unanimously to approve the following Budget Amendment #1 to the FY 2011-2012 Hertford County Enterprise Fund as presented by Robbin Stephenson, Finance Director:

**AMENDMENT TO THE HERTFORD COUNTY ENTERPRISE FUND
2011/2012
(Amendment No. 1)**

Section 1 of the Enterprise Fund, pertaining to the expenses of the fund, shall be amended as follows:

Increase (Decrease) Appropriations:

Solid Waste Program	\$ 63,948
Northern Water District	\$ 795
Southern Water District	\$ 1,147
Total	\$ 65,890

Section 2 of the Enterprise Fund, pertaining to the revenues of the fund, shall be amended as follows:

Increase (Decrease) Revenues:

Operating Transfer from Fund 10 – Solid Waste Program	\$ 1,948
Operating Transfer from Fund 10 – Northern Water District	\$ 795
Operating Transfer from Fund 10 – Southern Water District	\$ 1,147
Fund Balance Appropriated – Solid Waste Program	\$ 62,000
Total	\$ 65,890

This amendment:

- Funds appropriated from Salary Contingency for bonuses and longevity

Source of Funding: Salary Contingency

- Funds appropriated to pay Waste Industries for the remainder of year

Source of Funding: Fund Balance Appropriated

On a motion by Gatling and a second by Mitchell, the Board voted unanimously to approve the following Amendment No. 11 to the FY 2011-2012 Hertford County Budget Ordinance as presented by Robbin Stephenson, Finance Director:

**AMENDMENT TO THE HERTFORD COUNTY BUDGET ORDINANCE
2011/2012
(Amendment No. 11)**

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

Increase (Decrease) Appropriations:

General Government

Elections – May Election Expenditures	\$ 15,580
Public Buildings – Repairs and Maintenance	\$ 7,556
General Government – Bonus and Longevity	\$ 18,108

Public Safety

Sheriff's Department – Insurance Reimbursements	\$ 7,370
Public Safety – Bonus and Longevity	\$ 29,908

Economic/Physical Development

Economic/Physical Development – Bonus and Longevity	\$ 4,128
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Human Services

DSS – Child Day Care	\$ 138
Human Services – Bonus and Longevity	\$ 37,966

Transfer to Enterprise Funds	\$ 3,890
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Contingency

Contingency	\$ (15,580)
Salary Contingency	\$ (94,000)

Total	\$ 15,064
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Section 2 of the Hertford County Budget Ordinance, pertaining to the General Fund operations of the County, shall be amended as follows:

Increase (Decrease) Revenues:

Miscellaneous Revenue – Insurance	\$ 14,926
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Restricted Intergovernmental – DSS	\$ 138
Total	\$ 15,064

This amendment:

- Additional funding for Elections to add additional sites for early voting
Source of Funding: Contingency
- Funds issued by our insurance company for auto accidents in the Sheriff's Department
Source of Funding: NCACC – Sedgwick Claims
- Funding authorization by DHHS Division of Child Care
Source of Funding: Federal
- Funds issued by our insurance company for storm damage at the Office of Aging
Source of Funding: NCACC – Sedgwick Claims
- To set up bonuses and longevity departmentally for distribution
Source of Funding: Salary Contingency

Commissioner Farmer entered the meeting at this time.

EDC

On a motion by Hunter and a second by Gatling, the Board voted unanimously to approve the authorization of submission of an application to the North Carolina Rural Center, on behalf of Roanoke Chowan Community Health Center, for a Rural Hope Grant as presented by Bill Early, EDC Director, and approve the Chairman to execute all necessary documents.

On a motion by Hunter and a second by Mitchell, the Board voted unanimously to adopt the following resolution in support of and commitment to the expansion of Roanoke Chowan Community Health Center, Inc.:

RESOLUTION OF ACTION

WHEREAS, Hertford County is an eligible applicant for the North Carolina Rural Center Rural Hope Grants Program; and

WHEREAS, Hertford County wishes to participate in the Rural Hope Grants Program on behalf of Roanoke Chowan Community Health Center, Inc. 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 April 2, 2012, does approve the submission of an

application to the North Carolina Rural Center in support of Roanoke Chowan Community Health Center for the construction of new offices in the amount of \$120,000 based on Roanoke Chowan Community Health Center's commitment to create a minimum of 15 new jobs in Hertford County within 18 months. The Hertford County Board of Commissioners also commits to providing a local in-kind match of 3%, or \$3,600 towards this expansion.

Adopted this 2nd day of April, 2012.

REZONING REQUEST/PUBLIC HEARING

Bill Early, Planning and Zoning Administrator, presented a request from Mr. Bob Lee, Counsel for IB Enterprises, to rezone property owned by IB Enterprises from Heavy Industrial (IH) to Residential and Agriculture (RA). The property is located on the east and west sides of SR 1309, known as Hill Ferry Road, approximately .6 mile south of US Highway 258. The property includes a portion of PIN #5979-13-7267, 5979-43-2459, and 5979-33-1151 and contains approximately 9.5 acres. Following a public hearing held by the Planning Board, it was decided that the rezoning request be granted. Mr. Early was requesting the County Commissioners to schedule a Public Hearing on the rezoning request.

On a motion by Hunter and a second by Gatling, the Board voted unanimously to schedule a Public Hearing for comments on the rezoning request being made by Mr. Bob Lee, Counsel for IB Enterprises, on April 16, 2012, at 7:30 P.M.

BOARD APPOINTMENTS

Shelia W. Matthews, Clerk to the Board, shared the following Board Vacancy listing that will be advertised in the R-C News-Herald and listed on our website:

<u>Board</u>	<u>Term Expiration</u>	<u>Positions</u>
Albemarle Regional Library Board of Trustees	06-30-12	1
Choanoke Public Transportation Authority	09-30-12	1
East Carolina Behavioral Health Board	06-30-12	1
Hertford County ABC Board	06-30-12	1
Hertford County Public Health Authority Board	06-30-12	3
Joint Community Advisory Committee	06-30-12	5
Medical Services Transportation Advisory Council	06-30-12	4
Parks & Recreation Advisory Commission	06-30-12	5
Region Q Workforce Development Board	06-30-12	5
R-CCC Board of Trustees	06-30-12	1

The Clerk was instructed to advise the Towns of the upcoming vacancies on the Parks & Recreation Advisory Commission. The Clerk was also instructed to advise all members with terms expiring to reapply if interested.

COMMISSIONERS' COMMENTS

- Commissioner Hunter thanked the Black Leadership Caucus for the forum they sponsored Thursday night. Everyone handled themselves well.
- Chairman Freeman echoed these comments and thanked everyone that participated.

On a motion by Hunter and a second by Gatling, 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

BUDGET/ELECTIONS

The County Manager informed the Board that the State will no longer pay for the software for Elections equipment. The County will have to enter an agreement to handle our Elections equipment. There is an additional \$19,000 in the Elections budget to cover this.

BUDGET WORK SESSION

Loria D. Williams, County Manager, began the Goal Setting Work Session now until the Board goes into the Board of Equalization and Review scheduled for 10:00 A.M.

On a motion by Hunter and a second by Mitchell, the Board voted unanimously to recess Regular Session to go into a meeting of the Hertford County Board of Equalization and Review.

BOARD OF EQUALIZATION AND REVIEW

Shelia W. Matthews, Clerk to the Board, administered the following oaths of office to the Board:

OATH OF OFFICE

Board of Equalization and Review

I, Johnnie R. Farmer, do solemnly swear (or affirm) that I will support and maintain the Constitution and laws of the United States, and the Constitution and laws of North Carolina not inconsistent therewith, and that I will faithfully discharge the duties of my office as a member of the Board of Equalization and Review of Hertford County, North Carolina, and that I will not allow my actions as a member of the Board of Equalization and Review to be influenced by personal or political friendships or obligations, so help me God.

OATH OF OFFICE

Board of Equalization and Review

I, William F. Mitchell, Jr., do solemnly swear (or affirm) that I will support and maintain the Constitution and laws of the United States, and the Constitution and laws of North Carolina not inconsistent therewith, and that I will faithfully discharge the duties of my office as a member of the Board of Equalization and Review of Hertford County, North Carolina, and that I will not allow my actions as a member of the Board of Equalization and Review to be influenced by personal or political friendships or obligations, so help me God.

OATH OF OFFICE

Board of Equalization and Review

I, Howard J. Hunter, III, do solemnly swear (or affirm) that I will support and maintain the Constitution and laws of the United States, and the Constitution and laws of North Carolina not inconsistent therewith, and that I will faithfully discharge the duties of my office as a member of the Board of Equalization and Review of Hertford County, North Carolina, and that I will not allow my actions as a member of the Board of Equalization and Review to be influenced by personal or political friendships or obligations, so help me God.

OATH OF OFFICE

Board of Equalization and Review

I, Curtis A. Freeman, Sr., do solemnly swear (or affirm) that I will support and maintain the Constitution and laws of the United States, and the Constitution and laws of North Carolina not inconsistent therewith, and that I will faithfully discharge the duties of my office as a member of the Board of Equalization and Review of Hertford County, North Carolina, and that I will not allow my actions as a member of the Board of Equalization and Review to be influenced by personal or political friendships or obligations, so help me God.

OATH OF OFFICE

Board of Equalization and Review

I, Ronald J. Gatling, do solemnly swear (or affirm) that I will support and maintain the Constitution and laws of the United States, and the Constitution and laws of North Carolina not inconsistent therewith, and that I will faithfully discharge the duties of my office as a member of the Board of Equalization and Review of Hertford County, North Carolina, and that I will not allow my actions as a member of the Board of Equalization and Review to be influenced by personal or political friendships or obligations, so help me God.

MINUTES

**HERFORD COUNTY BOARD OF EQUALIZATION AND REVIEW MEETING
APRIL 2, 2012**

The Hertford County Board of Equalization and Review met on April 2, 2012 at 10:00 A.M., in Room #222 of the Hertford County Office Building #1, Winton, North Carolina.

Members present were: Curtis A. Freeman, Sr., Chairman
 Howard J. Hunter, III
 Johnnie R. Farmer
 William F. Mitchell, Jr.
 Ronald J. Gatling
 Sylvia F. Anderson, Clerk

Also present was Charles L. Revelle, III, Attorney for Hertford County.

On a motion to open the Board of Equalization and Review by Curtis A. Freeman, Sr. and a second by Johnnie R. Farmer, the meeting was called to order by Curtis A. Freeman after each member of the Board of Equalization and Review took the oath required of the North Carolina Constitution.

Mrs. Anderson presented each member a packet of the appeals to be heard. Requests for reduction in value were received from the following property owner for the property indicated:

Benjamin Parker Pin #6942-78-1442 & 6942-98-3771 merged to create Pin # 6942-78-7469

After hearing the request, the Board informed the appellant that no action would be taken until property information was reviewed. The appellant would be notified accordingly.

At this time, Mrs. Anderson, Clerk to the Board made a request to recess until May 7th, 2012. On a motion by Howard J. Hunter, III and a second by Curtis A. Freeman, Sr., the Board recessed to meet again on May 7, 2012, at 10:00 A.M.

Sylvia F. Anderson
Clerk to Board of Equalization and Review

REGULAR SESSION

On a motion by Hunter and a second by Mitchell, the Board voted unanimously to adjourn the meeting and continue with the Work Session.