

Minutes
Regular Meeting
Hertford County Board of Commissioners
County Commissioners' Meeting Room
Monday, August 6, 2012
9:00 A.M.

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

Absent: Ronald J. Gatling

Also Present with the Board: Loria D. Williams, County Manager; Charles L.
Revelle, III, County Attorney; 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 Commissioner Johnnie R.
Farmer.

MINUTES

On a motion by Hunter and a second by Farmer, the Board voted unanimously to
approve the following sets of minutes as presented by the Clerk to the Board:

- (1) April 02, 2012 – Regular Meeting
- (2) April 02, 2012 – Board of Equalization and Review
- (3) April 16, 2012 – Regular Meeting
- (4) May 07, 2012 – Regular Meeting
- (5) May 07, 2012 – Board of Equalization and Review

TAX

On a motion by Hunter and a second by Farmer, the Board voted unanimously to
approve the following Tax Releases for the month of June, 2012:

TOTAL VALUE APPROVED THIS REPORT (2011 LEVY)	6,980.00
TOTAL TAX RELEASED THIS REPORT (2011 LEVY)	69.89
TOTAL VALUE APPROVED THIS REPORT (PRIOR LEVY)	19,640.00
TOTAL TAX RELEASED THIS REPORT (PRIOR LEVY)	224.63
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE 2011)	115.00
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2011)	115.00
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE 2010)	57.50
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2010)	57.50
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE 2009)	00.00
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2009)	00.00

TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE 2008)	00.00
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2008)	00.00
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE 2007)	00.00
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2007)	00.00
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE 2006)	00.00
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2006)	00.00
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE 2005)	00.00
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2005)	00.00
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE 2004)	00.00
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2004)	00.00
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE 2003)	00.00
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2003)	00.00
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE 2002)	00.00
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2002)	00.00

CITIZEN COMPLAINT

The next item on the agenda was a request for assistance in cleaning neighboring property. Mildred Jordan, concerned citizen, was not present.

RESOLUTIONS

On a motion by Mitchell and a second by Hunter, the Board voted unanimously to approve the following Proclamation as requested by Annya Soucy, Resource Development Coordinator for the Food Bank of the Albemarle:

**Proclamation for
HUNGER ACTION MONTH
“30 Ways in 30 Days”
September, 2012**

WHEREAS, Feeding America is the nation's leading domestic hunger-relief organization with a mission to feed and advocate for America's hungry through a nationwide network of member food banks; and

WHEREAS, the Food Bank of the Albemarle is a member of Feeding America and fights hunger and poverty in 15 northeast North Carolina counties by partnering with more than 130 local agencies to distribute food to the hungry; and

WHEREAS, both the Food Bank of the Albemarle and Feeding America seek to engage our citizens locally, statewide, and nationally in the fight to end hunger; and

WHEREAS, the number of people in the Albemarle area who need assistance is increasing as reflected in more households in poverty and more individuals being unemployed; and

WHEREAS, the fight against hunger is a fight that concerns each of us; and

WHEREAS, the contribution of our time, talent and treasure moves us ever closer to an answer to issues of hunger and poverty in our communities; and

WHEREAS, the citizens of Hertford County can visit the Food Bank of the Albemarle's website (www.afoodbank.org) for ideas of ways to make a difference for local emergency feeding programs, for the Food Bank, and especially for our hungry and needy during these thirty days of opportunities;

NOW, THEREFORE, BE IT RESOLVED that I, Curtis A. Freeman, Sr., Chairman of the Board of Commissioners of Hertford County do hereby proclaim September 2012 as Hunger Action Month in Hertford County.

ADOPTED this the 6th day of August, 2012.

Vice-Chairman Mitchell commented that this is one of those things that is taken for granted and everyone thinks that this does not happen here at home and commended the Food Bank on their efforts.

COOPERATIVE EXTENSION

Melanie Storey with the Cooperative Extension Service was present to introduce Samantha Newsome as the 4-H Youth representative at the upcoming North Carolina Association of County Commissioners' Annual Conference Youth Summit being held in Raleigh, NC, on August 17-18, 2012.

AMENDMENTS/BUDGET/ORDINANCES

On a motion by Hunter and a second by Farmer, the Board voted unanimously to approve the following Amendment No. 1 to the FY 2012-13 Hertford County Budget Ordinance as presented by Robbin Stephenson, Finance Director:

AMENDMENT TO THE HERTFORD COUNTY BUDGET ORDINANCE 2012/2013 (Amendment No. 1)

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:

Public Safety

Sheriff's Department – Earmarked Funds

\$5,000

EM – Earmarked Funds HMEP MOA Grant 231

Human Services

Office of Aging Fun Day Donations 900
Office of Aging Block Grant 200

Total \$6,331

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:

Sales and Service – Earmarked Funds \$5,000
Restricted Intergovernmental – Aging 1,100
Fund Balance Appropriated – Earmarked Emergency Management MOA Grant 231

Total \$6,331

This amendment:

- * Funds received from GEO for public safety purposes for the Sheriff’s Dept.
Source of funding: GEO Correctional Center
- * Earmarked funds for EM from HMEP Grant from Homeland Security
Source of funding: Federal Homeland Security
- * Donations for Senior Fun Day and fans for Senior Citizens
Source of funding: The general public and organizations

HEALTH DEPARTMENT

On a motion by Hunter and a second by Mitchell, the Board voted unanimously to approve an agreement with Greenville Contractors in the amount of \$87,250 for roof repairs at the Hertford County Public Health Department Building as presented by Loria Williams, County Manager. This was the lowest of five bids received ranging from \$87,250 to \$121,025.

AGREEMENTS/COOPERATIVE EXTENSION

On a motion by Mitchell and a second by Farmer, the Board voted unanimously to approve the Memorandum of Agreement Between the North Carolina Cooperative Extension Program/North Carolina A&T State University and Hertford County in support of the 4-H Youth Development Extension Agent as presented by Loria Williams, County Manager.

MURFREESBORO/RECREATION

On a motion by Hunter and a second by Mitchell, the Board voted unanimously to approve the \$10,000 recreation reimbursement request from the Town of Murfreesboro as budgeted for the Summer Camp program that was sponsored by the Town.

N.C.D.O.T.

On a motion by Farmer and a second by Mitchell, the Board voted unanimously to accept \$8,925 from N.C.D.O.T. as damages for access control for Highway 158 widening project. The property is located at the Industrial Park and contains approximately 2.279 acres to allow for fencing.

The County Attorney emphasized this was approval for controlling the access and not acquiring land.

COMMISSIONERS

On a motion by Mitchell and a second by Farmer, the Board voted unanimously to appoint Commissioner Howard J. Hunter, III, as the voting delegate for the NCACC 2012 Annual Conference being held in Raleigh next month.

On a motion by Hunter and a second by Mitchell, the Board voted unanimously to leave Regular Session to go into a meeting of the Governing Board of the Tunis Sewer District.

TUNIS SEWER DISTRICT

The County Manager gave a brief update on the project, including that the County is still waiting for final permitting from Department of Environment and Natural Resources (DENR). She wanted to publicly thank Ms. Emy Winstead, Winton Town Councilwoman, for all her hard work on this project.

On a motion by Hunter and a second by Farmer, the Board voted unanimously to approve Amendment No. 2 to the Engineering Services Agreement for Tunis Sewer District (TWC Project No. 2415-R).

On a motion by Hunter and a second by Farmer, the Board voted unanimously to return to Regular Session.

REGULAR SESSION

COUNTY MANAGER'S UPDATE

Loria D. Williams, County Manager, shared with the Board that the County has outgrown its space in Murfreesboro for the Nutrition Site. Discussion was held regarding pursuing a piece of property directly across the street from the current site formerly known as Southern Health & Wellness Center.

Much discussion was held on conducting a traffic impact analysis for the new Courthouse property. There are some concerns about highway design and entrance to property with the four-laning of Highway 158. There may need to be a possible redesign or stoplight. SEPI Engineering & Construction has submitted a proposal for an analysis in the amount of \$8,000.

It was decided to check with the RPO about conducting a traffic impact analysis. The County Manager was instructed to send letters to our Legislators and N.C.D.O.T. Board Members about this matter. Commissioner Mitchell also recommended contacting Senator Jenkins, and Chairman Freeman would like to have a meeting with him, as well.

Ms. Williams presented a reorganization proposal for the County Manager's Office after the recent resignation from the office. The reorganization consisted of reclassifying the Assistant County Manager/Human Resources Director to a Director of Human Resources/Risk Management; creating a Senior Administrative Assistant II (also serve as Deputy Clerk to the Board); and reclassifying Assistant to the County Manager/Clerk to the Board to Clerk to the Board only. This reorganization would cost only \$6,298 in additional monies.

Chairman Freeman shared that he had spoken to Commissioner Gatling and that Commissioner Gatling is in agreement with this reorganization.

On a motion by Hunter and a second by Mitchell, the Board voted unanimously to approve the reorganization of the County Manager's Office as outlined above as presented by the County Manager, including the new job descriptions.

On a motion by Hunter and a second by Mitchell, the Board voted unanimously to approve the Revised Job Classification List-Grade Order for 2012-2013.

COMMISSIONERS' COMMENTS

- Vice-Chairman Mitchell recognized James Broglin, EMS Director, and complimented him and his staff on the awesome job they do. Mr. Broglin added that at a recent incident there were five agencies working together like a "well-oiled machine".
- Commissioner Hunter added that he never hears anything negative about Mr. Broglin
- Commissioner Farmer thanked Mr. Broglin and staff for all that they do
- Commissioner Hunter shared that the NACo Conference in Pittsburgh was a great conference. Held discussion on going paperless for Board agendas. Also discussed how far behind we are in technology. He wasn't able to do an interview last week because the County is not set up for Skype (video by computer).
- Commissioner Farmer explained that the N.C.D.O.T. is developing a County Comprehensive Transportation Plan consisting of four counties. There is a committee being pulled together for this effort, and it will need citizen participation. Let Bill Early, EDC Director, know of any citizens interested.

On a motion by Hunter and a second by Mitchell, the Board voted unanimously to appoint Johnnie R. Farmer as the County Commissioner representative on this County Comprehensive Transportation Plan Committee.

Commissioner Hunter will be sworn in as the President of the North Carolina Association of County Commissioners (NCACC) at the annual conference in August. He will be the third President from Hertford County.

The County Attorney relayed that the acquisition of property for the Courthouse will take place this week or next week.

The County Manager mentioned that the new phone system will be migratable to the new buildings being constructed on the Courthouse property and that the Social Services Department will be the only department with a “call tree” (automated answering – not live voice).

Since there were so many citizens present from the Tunis community, the County Manager wanted to remove the rumor that the sewer project was in jeopardy. While the County is in a hold process waiting for the extension to be granted, the bid documents are still being worked on. The County has not been told to stop moving forward. Hertford County has a vested interest in that the County has up fronted money thus far. There were comments made by Tunis residents, and the County Manager was instructed to contact Mr. George Vitale, with USDA, for an update and/or clarification.

On a motion by Hunter and a second by Mitchell, 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

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