

Minutes  
Regular Meeting  
Hertford County Board of Commissioners  
County Commissioners' Meeting Room  
Monday, November 19, 2012  
7:00 P.M.

Present: Curtis A. Freeman, Sr., William F. Mitchell, Jr., Johnnie R. Farmer, 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; 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 Mitchell, the Board voted unanimously to approve the minutes of the October 1, 2012, Regular Meeting as presented.

On a motion by Hunter and a second by Gatling, the Board voted unanimously to approve the minutes of the October 15, 2012, Regular Meeting as presented.

On a motion by Hunter and a second by Mitchell, the Board voted unanimously to approve the minutes of the November 5, 2012, Regular Meeting as presented.

**TAX**

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

TOTAL VALUE APPROVED THIS REPORT (2012 LEVY)	00.00
TOTAL TAX RELEASED THIS REPORT (2012 LEVY)	547.88
TOTAL VALUE APPROVED THIS REPORT (PRIOR LEVY)	00.00
TOTAL TAX RELEASED THIS REPORT (PRIOR LEVY)	568.75
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE 2012)	312.50
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2012)	312.50
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE 2011)	00.00
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2011)	00.00
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE 2010)	00.00
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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

### **NRCS**

On a motion by Hunter and a second by Gatling, the Board voted unanimously to accept the Hertford Soil & Water Conservation District Annual Report for Fiscal Year 2012.

### **PUBLIC COMMENT PERIOD**

There were no comments made during Public Comment Period.

### **N.C.D.O.T.**

Mr. Michael Abuya, Transportation Engineer with the N. C. D. O. T. Planning Branch, presented the Hertford County Comprehensive Transportation Plan. This analysis looks at population and employment data to determine growth.

Much discussion was held regarding the projection that no growth will be expected in Hertford County by the year 2040. The Board was very discouraged with the numbers being presented, and strongly disagreed with his conclusions.

Mr. Abuya explained that he needed Board endorsement to continue with this study which is only in the beginning stages.

On a motion by Hunter and a second by Mitchell, the Board voted unanimously to acknowledge receipt of the report, but they do not endorse it.

### **PUBLIC WORKS**

Mr. Mike Bradley, Public Works Director, presented the Solid Waste Projects Improvement Request.

On a motion by Hunter and a second by Mitchell, the Board voted unanimously to declare the following items as surplus and sell as scrap: Cat Backhoe, Skid Steer Loader, Transfer Truck, Old Rusted Out Boxes, and Old Truck Bed in Weeds.

On a motion by Hunter and a second by Farmer, the Board voted unanimously to approve the following Projects Improvement Request:

	Fund Balance:	\$931,705
*	Replace – Truck Scale	\$61,123
*	Replace – Tipping Floor	\$24,600
*	Fill Sedimentation Holes – Old Landfill	\$10,000
	Replace – Scale House	\$45,000
	Replace – 6 Attendant Houses – Convenience Sites	\$43,000
	Replace – Loader	\$103,130
	Replace & Update – Signs at 7 Convenience Sites	\$2,000
	Remaining Fund Balance:	\$642,852

- \* Required projects as per NCDENR Annual Facility Compliance Audit Report

The replacement of the truck scale (\$61,123) has already been approved at a previous meeting.

Of the items listed above, the loader would need to be formally bid, while the other projects could be informal bids.

At this time, Robbin Stephenson, Finance Director, stated that the correct beginning Fund Balance amount is \$830, 447. Of this amount, \$169,000 was restricted which left the remaining \$661,000 available for the projects.

Some discussion was held regarding having the scale open a couple of weekends each month. They will further discuss this after the new scale is installed.

On a motion by Hunter and a second by Gatling, the Board voted unanimously to close the Convenience Sites on Thanksgiving Day.

## **FIRE**

On a motion by Gatling and a second by Hunter, the Board voted unanimously to approve a Contract to Provide Fire Protection and Hazard Response for Murfreesboro, Woodland, St. John, Severn, Ahoskie, Union, Como, Harrellsville, and Winton as presented by Mr. Chris Smith, Emergency Management Director/Fire Marshal.

Contracts with Ahoskie Rural, Millennium, and Powellsville will be presented at a later date.

## **BUDGET AMENDMENTS**

On a motion by Gatling and a second by Mitchell, the Board voted unanimously to approve the following Amendment No. 4 to the FY 2012-2013 Hertford County Budget Ordinance as presented by Robbin Stephenson, Finance Director:

**AMENDMENT TO THE HERTFORD COUNTY BUDGET ORDINANCE  
2012/2013  
(Amendment No. 4)**

**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:**

**General Fund**

Administration – Contracted Services	\$8,400
Central Services – Technical Support	\$5,104
Contri to SAFE	\$2,000

**Human Services**

Department of Social Services – LIEAP	\$60,104
Contingency	-\$15,504

**Total** **\$60,104**

**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 – DSS	\$60,104
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**Total** **\$60,104**

This amendment:

- Funding Authorization for low income home energy assistance (LIEAP)  
Source of funding: 100% Federal Appropriations

On a motion by Gatling and a second by Hunter, the Board voted unanimously to approve the following Budget Amendment #1 to the FY 2012-2013 Hertford County Enterprise Fund as presented by Robbin Stephenson, Finance Director:

**AMENDMENT TO THE HERTFORD COUNTY ENTERPRISE FUND  
2012/2013  
(Amendment No. 1)**

**Section 4** of the Hertford County Budget Ordinance, pertaining to the Solid Waste Enterprise Fund for the operation of the County’s comprehensive solid waste program shall be amended as follows:

**Increase (Decrease) Appropriations:**

Capital Outlay - Equipment \$ 61,123

**Total \$ 61,123**

**Section 5** of the Hertford County Budget Ordinance, pertaining to the Solid Waste Enterprise fund for the operation of the County's comprehensive solid waste program shall be amended as follows:

**Increase (Decrease) Revenues:**

Fund Balance Appropriated \$ 61,123

**Total \$ 61,123**

This amendment:

- Reserve funds from Solid Waste fund balance for purchase of vehicle scales  
Source of funding: Solid Waste Fund Balance

**BOARD APPOINTMENTS**

**East Carolina Behavioral Health Board**

There was one application received from Linda McNair-Moore for this board, but this vacancy needs to be filled by a doctor. Commissioner Farmer (the Commissioner representative on this board) requests that Mrs. Moore's application stay on file because there is a possibility of adding members to this board in the near future.

**Medical Services Transportation Advisory Council**

The two vacancies on this board need to be filled by representatives from rescue squads and Guardian Care.

**Region Q Workforce Development Board**

No applications were received; therefore a vacancy remains.

**Hertford County Economic Development Commission**

On a motion by Hunter and a second by Gatling, the Board voted unanimously to reappoint Mrs. Kathleen Wright and Mr. Michael Harrell to the Hertford County Economic Development Commission for another three-year term to expire on January 1, 2016.

Mr. James Farmer no longer wishes to serve on this Board. The Economic Development Commission will meet on November 28, 2012, and will make recommendations for this vacancy.

**Hertford County Planning Board and Zoning Board of Adjustment**

On a motion by Hunter and a second by Farmer, the Board voted unanimously to reappoint Mr. Ben McLean and Mr. Larry Pierce for additional three-year terms to expire

on January 1, 2016, to the Hertford County Planning Board and Zoning Board of Adjustment. Although Mr. Pierce has served over ten years, he was reappointed due to the fact that no one else applied, and he is an outstanding member, with excellent attendance.

### **Industrial Facilities & Pollution Control Financing Authority**

On a motion by Gatling and a second by Mitchell, the Board voted unanimously to reappoint Mr. Jimmy Mason and Mrs. Wendy Ruffin-Barnes to the Industrial Facilities & Pollution Control Financing Authority for additional six-year terms. These terms will expire on December 1, 2016, due to the fact that they should have been reappointed in December, 2010.

On a motion by Gatling and a second by Mitchell, the Board voted unanimously to reappoint Mr. Ernest Evans and Mr. O. S. Suiter, Jr., to the Industrial Facilities & Pollution Control Financing Authority for additional six-year terms to expire on December 1, 2018.

There are still two vacancies on this board due to deceased members. Inquiries have been made with Nucor and Enviva looking for potential interested members.

### **Mid-East Board**

On a motion by Farmer and a second by Mitchell, the Board voted unanimously to reappoint Howard J. Hunter, III, to the Mid-East Board for another two-year term to expire on December 1, 2014. There still remains one vacancy on this board.

### **Regional Housing Authority & Redevelopment Commission**

On a motion by Mitchell and a second by Gatling, the Board voted unanimously to reappoint Mr. Johnnie Reid to the Regional Housing Authority & Redevelopment Commission for another five-year term to expire on December 31, 2017. Although Mr. Reid has served over ten years, he was reappointed due to the fact that there were no other applications, and he was an outstanding member and Chairman.

### **COUNTY MANAGER'S UPDATE**

- Acceptance of bid for Tunis Sewer Project will be presented at the December 3<sup>rd</sup> Meeting
- The County Manager publicly thanked Ms. Emy Winstead, Winton Town Councilwoman, for all her help with the Tunis Sewer Project

### **COMMISSIONERS' COMMENTS**

- Commissioner Gatling would like to discuss the Buxton Group Study at the next meeting. Let's participate – not just let it sit on a shelf. He would also like to see the Salary Plan put into action. Commissioner Gatling expressed his desire to receive items in a timely manner and not be rushed to make decisions.
- Commissioner Hunter contacted Senator Clark Jenkins about the intersection dilemma at the new Courthouse site

- Commissioners Farmer, Hunter, and Mitchell thanked the County Manager for a job well done
- Chairman Farmer would like to have the Salary Plan taken care of expeditiously. He also expressed negative comments about the D.O.T. presentation made earlier in the meeting.

On a motion by Gatling and a second by Farmer, 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**

#### **PERSONNEL/SHERIFF'S DEPARTMENT**

On a motion by Hunter and a second by Mitchell, the Board voted unanimously to approve the Sheriff's request to reorganize his office. This reorganization involves promoting two Deputies to Drug Agents; two Deputies to Sergeants; one Sergeant to Lieutenant; and two Lieutenants to Captains. The funds needed for these promotions total \$12,908.26. Instead of filling the vacant Major position, these promotions are being given along with hiring a Deputy Sheriff.

#### **COMMISSIONERS**

It was the general consensus of the Board to close the County offices down at 3:00 P.M. on Wednesday, November 21, 2012, to begin the Thanksgiving Holiday. A skeletal crew of Department Heads would hold the offices open from 3:00 P.M. to 5:00 P.M.

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