

Minutes
Regular Meeting
Hertford County Board of Commissioners
County Commissioners' Meeting Room
Monday, April 15, 2013
7:00 P.M.

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

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 and provided the invocation.

TAX

On a motion by Farmer and a second by Mitchell, the Board voted unanimously to approve the following Tax Releases for the month of March, 2013:

TOTAL VALUE APPROVED THIS REPORT (2012 LEVY)	24,713.00
TOTAL TAX RELEASED THIS REPORT (2012 LEVY)	384.02
TOTAL VALUE APPROVED THIS REPORT (PRIOR LEVY)	15,631.00
TOTAL TAX RELEASED THIS REPORT (PRIOR LEVY)	248.09
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE 2012)	62.50
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2012)	62.50
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE 2011)	104.96
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2011)	104.96
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE 2010)	00.00
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2010)	00.00
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

PERSONNEL

After reviewing personnel records, Holly Brooks, Director of Human Resources & Risk Services, discovered several employees needed to be administered Oaths of Office. This was postponed until later in the meeting due to the fact that they all had not yet arrived.

EMERGENCY SERVICES

On a motion by Mitchell and a second by Farmer, the Board voted unanimously to award the bid for a 2013 Chevrolet G-4500 Ambulance to Southeastern Specialty Vehicles (the low bidder) in the amount of \$123,999. This will come from Fund Balance instead of installment purchase per the recommendation from the County Manager.

Commissioner Hunter entered the meeting at this time.

BUDGET AMENDMENTS

On a motion by Mitchell and a second by Farmer, the Board voted unanimously to approve the following Amendment No. 8 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. 8)**

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

Federal OCDETF Investigation Contract – Salaries & Wages	\$ 10,000.00
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Education

Schools Capital Outlay – Regular Funds	\$(323,078.00)
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Economic/Physical Development

Cooperative Extension – Round Up Grant	\$ 500.00
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Total

\$ (312,578.00)

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 – Federal OCDETF Invest. Cont.	\$ 10,000.00
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Restricted Intergovernmental – Roanoke Electric Round-Up Grant	\$ 500.00
Transfer from Fund 21	\$(323,078.00)

Total **\$(312,578.00)**

This amendment:

- To set up the contract between the Detention Center and the Federal Government for organized crime investigations, prosecutions, and initiatives
Source of Funding: Federal Funds
- To reduce allocation base on motion by the Board on April 1, 2013, to reserve these funds for future use of capital projects for the schools
Source of Funding: Sales Taxes Article 40 and 42
- To set up funds for Hertford County Leads Program for mentoring young men
Source of Funding: Roanoke Electric Care Trust Inc.

On a motion by Hunter and a second by Mitchell, the Board voted unanimously to approve the following Amendment No. 2 to the FY 2012-2013 Hertford County Capital Reserve Fund as presented by Robbin Stephenson, Finance Director:

**AMENDMENT TO THE HERTFORD COUNTY
CAPITAL RESERVE FUND
2012/2013
(Amendment No. 2)**

Section 20 of the Hertford County Budget Ordinance, pertaining to the Capital Reserve Fund operations of the county shall be amended as follows:

Increase (Decrease) Appropriations:

Proceeds From Judicial Center Project	\$588,855.00
Total	\$588,855.00

Section 19 of the Hertford County Budget Ordinance, pertaining to the Capital Reserve Fund operations of the county, shall be amended as follows:

Increase (Decrease) Revenues:

Fund Reserve	\$588,855.00
Total	\$588,855.00

This amendment:

- The repayment to the General Fund for the funds utilized to begin the Judicial/Government Center Project.
Source of Funding: Limited Obligation

On a motion by Hunter and a second by Mitchell, the Board voted unanimously to approve the following Amendment No. 5 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. 5)**

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

Increase (Decrease) Appropriations:

Solid Waste Program – White Goods	\$36,539.00
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Total	\$36,539.00
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Section II of the Enterprise Fund, pertaining to the revenues of the fund shall be amended as follows:

Increase (Decrease) Revenues:

Fund Balance Appropriation	\$36,539.00
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Total	\$36,539.00
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This amendment:

- Funds appropriated from Solid Waste Fund Balance – White Goods to construct a cement pad at the transfer station and to purchase a loader
Source of Funding: Solid Waste Fund Balance

PERSONNEL

All the employees that need Oaths of Office had arrived. The following employees were sworn in by Chairman Freeman:

Christopher Smith – Director of Emergency Management/Fire Marshal
Phillip DeLoatch – Part-Time Building Inspector
Thomas Lindsay – Land Records Review Officer
Jeremy Brittenham – Part-Time Fire Inspector
James King, Jr. – Part-Time Fire Inspector

Chairman Freeman requested that all Part-Time employees be introduced at the Commissioners' Meeting along with the Full-Time employees.

PUBLIC COMMENT PERIOD

No one was present to speak during Public Comment Period.

COUNTY MANAGER'S UPDATE

- Date has not yet been scheduled for the Tunis Community Forum – Groundbreaking could be scheduled for the same day if that's the Board desire

COMMISSIONERS' COMMENTS

- Commissioner Hunter expressed the need to share the resolution the Board adopted at the last meeting with all counties in the state (In Opposition of Losing Lottery, Rural Center, and Golden Leaf Funding)

On a motion by Hunter 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

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