

Minutes
 Regular Meeting
 Hertford County Board of Commissioners
 County Commissioners' Meeting Room
 Monday, July 15, 2013
 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 Vice-Chairman William F. Mitchell, Jr.

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 June, 2013:

TOTAL VALUE APPROVED THIS REPORT (2012 LEVY)	8,970.00
TOTAL TAX RELEASED THIS REPORT (2012 LEVY)	83.32
TOTAL VALUE APPROVED THIS REPORT (PRIOR LEVY)	16,772.00
TOTAL TAX RELEASED THIS REPORT (PRIOR LEVY)	123.51
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE 2012)	187.50
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2012)	187.50
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
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 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

RESOLUTIONS/COMMISSIONERS

At the last meeting of the Hertford County Board of Commissioners held on June 26, 2013, the Board adopted a Resolution Establishing the DuPont L. Davis Memorial Park. Ms. Earline Davis was formally presented the framed resolution at this meeting. Chairman Freeman shared a letter Ms. Davis had written thanking the Board for this act of kindness. The Commissioners shared remarks and memories with Ms. Davis of the late Hertford County Commissioner DuPont L. Davis.

FIREWORKS/WATERMELON FESTIVAL/MURFREESBORO

On a motion by Hunter and a second by Gatling, the Board voted unanimously to grant permission to the Town of Murfreesboro to provide the fireworks display at the

Hertford County Watermelon Festival being held July 31 – August 2, 2013, pursuant to NCGS 14-410.

FIRE DEPARTMENTS

On a motion by Hunter and a second by Gatling, the Board voted unanimously to approve a Contract to Provide Fire Protection and Hazard Response for the Powellville Volunteer Fire Department as presented by Chris Smith, Emergency Management Coordinator.

PERSONNEL

On a motion by Hunter and a second by Mitchell, the Board voted unanimously to approve the Hertford County 2013-2014 Job Classification List – Grade Order as presented by Holly Brooks, Human Resources Director & Risk Services.

Ms. Brooks presented an Amendment to the Hertford County Personnel Ordinance placing a cap on the number of hours for which a separating employee can receive vacation pay out compensation.

On a motion by Hunter and a second by Mitchell, the Board voted unanimously to approve the Amendment to the Hertford County Personnel Ordinance as follows (new wording is in red):

“VI.3 Vacation Leave

A regular full-time employee shall earn paid vacation leave based on length of service as follows:

Years of Service	Annual Hours Accrued	Accrued per Pay Period
0-1.99	86.25	3.6
2-4.99	105	4.38
5-9.99	127.50	5.32
10-14.99	150	6.3
15-19.99	172.50	7.2
20+	191.25	8

An employee who is not on a pay status for as much as one-half (1/2) of the scheduled working days of a month shall not receive vacation credit for that month. (Pay status is defined as the status of an employee who is receiving pay from Hertford County whether the pay is regular salary, sick pay, compensatory time pay or vacation pay.)

The maximum accumulation of Vacation Leave shall be 240 hours. Any hours accumulated over the maximum shall be converted to sick leave on December 31st of each calendar year. Converted sick leave shall be used in the same manner as accrued sick leave and may be used for authorized sick leave purposes. The Sick Leave policy addresses the utilization of sick leave.

An employee cannot work for the county while on paid vacation, nor is an employee authorized to use vacation leave that is accrued by another employee. No employee shall be paid for vacation leave without taking the time away from the job.

Vacation leave may be taken as earned by a regular employee when mutually convenient for the county and the employee. Vacation leave requests and scheduling are subject to approval by the department head.

At the time of separation of employment an employee shall be paid out for a maximum of 240 hours of accumulated vacation leave.

Revised – July 2013”

BOARD APPOINTMENTS/E-911

Loria D. Williams, County Manager, explained to the Board that there had been an E-911 Working Group in place, but there needs to be an official board appointed

since we have been awarded an E-911 Grant. There also needs to be a County Commissioner and a member-at-large serving on this board.

Vice-Chairman Mitchell nominated Commissioner Gatling to serve on this board, and Chairman Freeman seconded that nomination. On a motion by Hunter and a second by Farmer, the Board voted unanimously to appoint Ronald Gatling as the County Commissioner representative on the E-911 Governance Board.

On a motion by Hunter and a second by Gatling, the Board voted unanimously to appoint the following members to the E-911 Governance Board: Darryl Rowe, Troy Fitzhugh, Sheriff Juan Vaughan, Chris Smith, James Broglin, Sarah Wallace, Maurice Vann, Bryant Cooke, and Ken Dilday.

The Member-at-large representative will be advertised on the website.

PUBLIC COMMENT PERIOD

There were no citizens present to make comments.

COUNTY MANAGER'S UPDATE

- At this time, the County Manager officially announced that Hertford County had received a \$4,250,000 grant for the E-911 Consolidation Project. Vice-Chairman Mitchell thanked everyone who was on the working committee.
- On a motion by Hunter and a second by Farmer, the Board voted unanimously to approve the \$4,250,000 Grant Agreement with the North Carolina 911 Board for the Hertford County PSAP Consolidation Project as presented by the County Manager.
- Handout was distributed and discussion was held regarding driveway options at the Courthouse property.
- Ms. Williams explained to the Board why there had been a delay on the Tunis Sewer Project. This project is being funded with stimulus monies and that requires that all parts being used in the project have to be made in America. There was a delay encountered waiting on a particular piece that was needed. This has caused a hold-up on several projects.

COMMISSIONERS' COMMENTS

- Hunter shared figures with the Board of the amount of money the County may be losing with certain plans that are being reviewed by the Senate and the House of Representatives.

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

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

Shelia W. Matthews
Clerk to the Board

Curtis A. Freeman, Sr., Chairman
Hertford County Commissioners