

Minutes
Regular Meeting
Hertford County Board of Commissioners
County Commissioners' Meeting Room
Monday, November 18, 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 Mitchell and a second by Gatling, the Board voted unanimously to approve the following Tax Releases for the month of October, 2013:

TOTAL VALUE APPROVED THIS REPORT (2013 LEVY)	147,204.00
TOTAL TAX RELEASED THIS REPORT (2013 LEVY)	1,475.93
TOTAL VALUE APPROVED THIS REPORT (PRIOR LEVY)	4,270.00
TOTAL TAX RELEASED THIS REPORT (PRIOR LEVY)	41.96
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE 2013)	650.00
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2013)	650.00
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)	57.50
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2011)	57.50
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

NRCS

On a motion by Gatling and a second by Farmer, the Board voted unanimously to accept the Hertford Soil & Water Conservation District Annual Report for Fiscal Year 2013.

BUDGET AMENDMENTS

On a motion by Hunter and a second by Gatling, the Board voted unanimously to approve the following FY 2013-2014 Budget Amendment #2 as presented by Robbin Stephenson, Finance Director:

AMENDMENT TO THE HERTFORD COUNTY BUDGET ORDINANCE
2013-2014
AMENDMENT 2

BE IT ORDAINED by the Governing Board of the County of Hertford, North Carolina, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2014:

Section 1 to amend the General Fund by functions, the appropriations are to be changed as follows:

General Government

Department	Account Number	Account Description	Comment	Amount Increase	Amount Decrease
Total				-	-
Public Safety				.	
Department	Account Number	Account Description	Comment	Amount Increase	Amount Decrease
Sheriff Department	10-4180-5270-00	Earmarked Funds	Donation -Nucor, Rivers & Soul	2,000	

Sheriff Department	10-4190-5510-02	Cap. Outlay-Equipment	Station Toys for Tots; NY Police Purchased Dog Cage Equip./labor purchased under new food service contract.	45,192	
Total				47,192	-
Econ/Phy Dev.					
Department	Account Number	Account Description	Comment	Amount Increase	Amount Decrease
Total					
Human Services					
Department	Account Number	Account Description	Comment	Amount Increase	Amount Decrease
DOT Grant-Elderly/Hand	10-4342-5687-00	Appropriation-CPTA	Received grant funds of \$132029 and we budgeted \$131465. This will bring the budget to actual.	564	
Total				564	
Culture/Recreation					
Department	Account Number	Account Description	Comment	Amount Increase	Amount Decrease
Total					

Other					
Department	Account Number	Account Description	Comment	Amount Increase	Amount Decrease
Contingency					
Transfer To					
Total Expenditures					\$ 47,756.00

Section 2 to amend the General Fund by functions, the revenues are to be changed as follows:

	Account Number	Account Description	Comment	Amount Increase	Amount Decrease
Department					
Taxes					
Local Sales Taxes					
Other Tax/Licenses					
Unrestricted Gov't					
Restricted Gov't	10-0060-4135-00	State Gov't Grant-ROAP	To Bring Grant Funds To Actual	564	
Restricted Gov't					
Restricted Gov't					
Restricted Gov't					
Permits & Fees					
Sales and Services	10-0080-5270-00	Earmarked Funds	Donation-NUCOR, Rivers & Soul Savings Church; Sold Dog Cage	2,000	
Investments					
Miscellaneous Rev.					
Fund Bal. Approp.	10-0112-4485-00	Fund Bal. Approp.	Provide the revenue source for purchased equip./labor for Jail	45,192	
Total Revenues					\$ 47,756.00

This will result in a net increase /decrease of **\$47,756** in the expenditures of the General Fund. To provide the additional revenue for these expenditures, the revenues will increase /decrease by the same amount of **\$47,756**. These additional revenues have already been received.

Adopted this 18 day of November, 2013.

On a motion by Hunter and a second by Farmer, the Board voted unanimously to approve the following FY 2013-2014 Budget Amendment #2 to the Solid Waste Enterprise Fund as presented by Robbin Stephenson, Finance Director:

AMENDMENT TO THE HERTFORD COUNTY BUDGET ORDINANCE
2013-2014
AMENDMENT 2

BE IT ORDAINED by the Governing Board of the County of Hertford, North Carolina, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2014:

Section 4, 7 and 9 to amend the Enterprise Funds, the appropriations are to be changed as follows:

Enterprise Funds

Department	Account Number	Account Description	Comment	Amount Increase	Amount Decrease
Solid Waste	62-4690-5126-00	Salaries and Wages-PT	These funds will increase part-time salaries from \$7.25 to \$7.51 per hour.	41,132	
Total				41,132	-
Total Expenditures					\$ 41,132.00

Section 5, 8 and 10 to amend the Enterprise Funds, the revenues are to be changed as follows:

Department	Account Number	Account Description	Comment	Amount Increase	Amount Decrease
Solid Waste	62-0117-4495-62	Fund Balance Appropriated.	To provide the revenue for the increase in part-time salaries.	41,132	
Total				41,132	-
Total Revenues					\$ 41,132.00

This will result in a net increase /decrease of **\$41,132** in the expenditures of the Enterprise Funds. To provide the additional revenue for these expenditures, the revenues will increase /decrease by the same amount of **\$41,132**. These additional revenues have already been received.

Adopted this 18 day of November, 2013.

COUNTY PROPERTY/SURPLUS VEHICLES

On a motion by Gatling and a second by Mitchell, the Board voted unanimously to declare the following list as surplus vehicles as presented by Loria D. Williams, County Manager:

VIN #	YEAR	MAKE	MODEL	DEPARTMENT	MILEAGE	
2B5WB3520YK133826	2000	Dodge	Ram 3500 Van	Day Reporting	139,151	
1FMZU72E6YUB21774	2000	Ford	Explorer	Sheriff	265,775	
2FAFP71W14X100459	2004	Ford	Crown Victoria	Sheriff	178,010	
2FAFP71W75X115243	2005	Ford	Crown Victoria	Sheriff	166,253	
2FAFP71W56X118854	2006	Ford	Crown Victoria	Sheriff	172,338	
2FAFP71W76X118855	2006	Ford	Crown Victoria	Sheriff	152,317	
2B3KA43T49H519381	2009	Dodge	Charger	Sheriff	206,181	
2FAFP71W57X104602	2007	Ford	Crown Victoria	Sheriff	195,364	
2FAFP71W36X118853	2006	Ford	Crown Victoria	Sheriff	165,703	
2FAFP71W07X130539	2007	Ford	Crown Victoria	Sheriff	163,301	
1FTYR10D03PA71115	2003	Ford	Ranger	Public Works	196,312	Bad Oil Pump

A Ford E350 Ambulance was added to this list for disposal. These vehicles will be sold by local auction; any remaining vehicles will be sold online.

BOARD APPOINTMENTS

Murfreesboro Planning Board/Board of Adjustment ETJ

The County Manager explained that at a recent meeting, the Board had learned that they had mistakenly appointed Mr. George M. Jones to the Murfreesboro Planning Board/Board of Adjustment ETJ. Members of this Board must reside in the ETJ of Murfreesboro; therefore, Mr. Jones resigned from the Board at the County's request.

On a motion by Hunter and a second by Mitchell, the Board voted unanimously to appoint Ms. Judy Boone to serve on the Murfreesboro Planning Board/Board of Adjustment ETJ for a three-year term to expire on November 1, 2016. Ms. Boone is a resident of Carver Park, a subdivision within Murfreesboro's ETJ.

Economic Development Commission

At this time, Commissioner Mitchell stepped down from the Hertford County Economic Development Commission. On a motion by Hunter and a second by Mitchell, the Board voted unanimously to appoint Commissioner Ronald J. Gatling to fill the unexpired term of Commissioner Mitchell on this Board. This unexpired term will expire on January 1, 2014.

PUBLIC COMMENT PERIOD

Dr. Michael Elam, R-CCC President, addressed the Board at this time. He announced that Brenda Greene had been replaced by Byron Simonds as one of the Governor's appointees on the R-CCC Board of Trustees.

He invited the Board to the College's 1st Annual Homecoming Extravaganza to be held on November 30, 2013. The day will begin at 7:00 A.M. at the Student Center with a Rummage Sale. There will also be a dance that evening at the Ahoskie Inn.

Chairman Freeman thanked him for his attendance at the Board Meetings.

COUNTY MANAGER'S UPDATE

- Hertford County was not successful with the Golden Leaf Project. It was highly competitive.

COMMISSIONERS' COMMENTS

- Commissioner Gatling questioned the Tunis Sewer Project and was informed there is a revised schedule with a completion date of January 30 instead of January 9, 2014. He also requested that D. O. T. be contacted to study the need for a caution/stop light at Frazier's Crossroads.
- Commissioner Hunter announced that Paul Meyer, a former employee with the NC Association of County Commissioners, is now the Executive Director of the NC League of Municipalities
- Commissioner Farmer shared his thoughts regarding the Annual Report that had recently been received on Adult Care and Nursing Home Community Advisory Committees. He voiced his disappointment with the less-than-desirable report and would like to look into the membership of this committee and which General Statute they operate under.

Ms. Jeri Pierce, concerned citizen in the audience and also member of this committee, addressed the Board and explained there had been some scheduling conflicts.

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

PERSONNEL/ADMINISTRATION

On a motion by Hunter and a second by Mitchell, the Board voted unanimously to create the position of Assistant County Manager-Director of Human Services, Grade 27 (\$62,769 - \$97,293), and to also approve the Organizational Chart as presented by the County Manager. The Board must approve hiring above minimum salary.

COMMISSIONERS

It was the general consensus of the Board to close the County offices down at 3:00 P.M. on Wednesday, November 27, 2013, 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.

Commissioner Hunter complimented Chairman Freeman on his past two years of Chairmanship of the Hertford County Commissioners.

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