

Minutes
Organizational Meeting
Hertford County Board of Commissioners
County Commissioners' Meeting Room
Monday, December 2, 2013
9:00 A.M.

Present: William F. Mitchell, Jr., Ronald J. Gatling, Johnnie R. Farmer, Curtis A. Freeman, Sr., 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 Organizational Meeting was provided by Charles L. Revelle, III, Hertford County Attorney. Mr. Revelle also provided the invocation for the meeting.

COMMISSIONERS

Mr. Revelle opened the floor for nominations for Chairman. Commissioner Freeman nominated Commissioner Mitchell, followed by a second from Commissioner Gatling. The vote was unanimous.

Then, Commissioner Freeman nominated Commissioner Gatling for Vice-Chairman, followed by a second from Commissioner Hunter. The vote was unanimous.

MINUTES

On a motion by Freeman and a second by Gatling, the Board voted unanimously to approve the minutes of the Regular Meetings of the County Commissioners held on November 4, 2013, and November 18, 2013.

AWARDS

At this time, William Bunch, Jr., a third-grade student at Bearfield Primary School, was presented a framed Hero Award and a Wal-Mart Gift Card from the Hertford County Commissioners in recognition of his act of heroism and quick thinking safely getting his family out of their burning home on November 1, 2013.

His mother also spoke and expressed her deep appreciation to the Board for recognizing her son for his heroic actions.

AUDIT

Mr. Jim Winston, with Winston, Williams, Creech, Evans and Company, presented the Hertford County Audit Report ending June 30, 2013. He expressed it was a good, positive year. Hertford County earned an unqualified opinion, meaning it is "as good as it gets". The Fund Balance is 33.10% of its expenditures; the state average is 25.24%. The tax collection rate decreased from 95.26% to 93.89% with the state average being 97.29%. Much of this decrease was due to the new regulations on vehicle/property tax collections which changed this year.

Mr. Winston and Commissioners Mitchell and Freeman commented on the good job that staff had done. Ms. Williams specifically thanked Robbin Stephenson, Finance Director, and all Finance staff for their hard work.

COUNTY BUILDINGS/ELECTIONS

Mr. A. B. Flanagan, Chairman, Hertford County Board of Elections, was present to discuss the condition of the Elections Building and the need for more space. Mr. Ken Dilday, Elections Board Member, was also present.

Mr. Flanagan presented pictures of various areas in the Elections Building that shows the deterioration of the building, as well as a list of concerns that are highlighted as follows:

- Definitely not enough space during one-stop voting. Fire Marshal capacity is 14.
- No room for voters to get inside during inclement weather.
- Handicapped accessibility issues during one-stop voting.
- Will voting still be allowed in Commissioners' Meeting Room after the building is turned over to Social Services?
- Issues with storage of equipment in Ahoskie and mandatory ballots stored in small building behind the Elections Building.

Mr. Flanagan was assured that the Commissioners are fully aware of these concerns, and that it is being discussed.

COMMISSIONERS

On a motion by Freeman and a second by Gatling, the Board voted unanimously to approve the following 2014 Holiday Closings and 2014 Commissioners' Meeting Calendar:

2014 HOLIDAY CLOSINGS HERTFORD COUNTY OFFICES

New Year's Day	Wednesday, January 1
Martin Luther King, Jr. Day	Monday, January 20
Good Friday	Friday, April 18

Memorial Day	Monday, May 26
Independence Day	Friday, July 4
Labor Day	Monday, September 1
Veteran's Day	Tuesday, November 11
Thanksgiving	Thursday, November 27 Friday, November 28
Christmas	Wednesday, December 24 Thursday, December 25 Friday, December 26

Meeting Calendar for 2014 Hertford County Board of Commissioners

Monday, January 6	9:00 A.M.	Regular Meeting
Tuesday, January 21	7:00 P.M.	Rescheduled Meeting (Due to ML King, Jr. Holiday)
Monday, February 3	9:00 A.M.	Regular Meeting
Monday, February 17	7:00 P.M.	Regular Meeting
Monday, March 3	9:00 A.M.	Canceled Meeting (Due to NACO Legislative Conf.)
Monday, March 17	7:00 P.M.	Regular Meeting
Monday, April 7	9:00 A.M.	Regular Meeting
Monday, April 21	7:00 P.M.	Regular Meeting
Monday, May 5	9:00 A.M.	Regular Meeting
Monday, May 19	7:00 P.M.	Regular Meeting
Monday, June 2	9:00 A.M.	Regular Meeting
Monday, June 16	7:00 P.M.	Regular Meeting
Monday, July 7	9:00 A.M.	Regular Meeting
Monday, July 21	7:00 P.M.	Regular Meeting
Monday, August 4	9:00 A.M.	Regular Meeting
Monday, August 18	7:00 P.M.	Regular Meeting

Tuesday, September 2	9:00 A.M.	Rescheduled Meeting (Due to Labor Day Holiday)
Monday, September 15	7:00 P.M.	Regular Meeting
Monday, October 6	9:00 A.M.	Regular Meeting
Monday, October 20	7:00 P.M.	Regular Meeting
Monday, November 3	9:00 A.M.	Regular Meeting
Monday, November 17	7:00 P.M.	Regular Meeting
Monday, December 1	9:00 A.M.	Regular Meeting
Monday, December 15	7:00 P.M.	Regular Meeting

BOARD APPOINTMENTS

Choanoke Area Development Association, Inc. (CADA)

On a motion by Freeman and a second by Gatling, the Board voted unanimously to reappoint Mr. Cleveland Blount to the Choanoke Area Development Association, Inc. (CADA) Board for another two-year term to expire on January 1, 2016.

There still remains a vacancy on this Board.

Tri-County Airport Authority

There were no applications submitted for this vacancy; however, Commissioner Farmer has spoken with Mr. Bill Early, EDC Director, and would like to appoint him to this Board. On a motion by Farmer and a second by Freeman, the Board voted unanimously to appoint Mr. Bill Early to the Tri-County Airport Authority. Mr. Early will be filling the unexpired term of Mr. O. S. Suiter, Jr., who resigned from the Board. This unexpired term will expire on October 1, 2014.

Economic Development Commission

On a motion by Hunter and a second by Freeman, the Board voted unanimously to reappoint Mrs. Carolyn Bazemore, Mr. Tim Newsome, and Commissioner Ronald Gatling to the Hertford County Economic Development Commission for another three-year term to expire on January 1, 2017.

Hertford County Planning Board and Zoning Board of Adjustment

On a motion by Farmer and a second by Hunter, the Board voted unanimously to reappoint Mr. David Shields to the Hertford County Planning and Zoning Board of Adjustment for another three-year term to expire on January 1, 2017.

On a motion by Farmer and a second by Hunter, the Board voted unanimously to appoint Mr. Mark Jones to the Hertford County Planning Board and as Alternate #2 on the Zoning Board of Adjustment for a three-year term to expire on January 1, 2017.

This appointment will move Dr. Terry Hall into Alternate #1 position (formerly Alternate #2) and Mr. Ben McLean (formerly Alternate #1) into a full-member position on the Zoning Board of Adjustment.

COUNTY MANAGER'S UPDATE

- Progress of Courthouse/Administration Building was Reviewed
- Letter had been received from Sunland Builders (Re: Tunis Sewer Project) – Will be discussed in Closed Session

COMMISSIONERS' COMMENTS

- Commissioner Freeman discussed 208 Lloyd Street Property – Electrical wires have to be disconnected from the house – The County Manager will call the power company. Commissioner Freeman expressed his appreciation for all the support he has received the past two years as Chairman.
- Commissioner Farmer shared what he learned from the last RPO Meeting. There is a new formula in place for highway projects – The State will decide all projects without our Division Engineer being involved. The RPO will be the County's only mouthpiece – will have to have representation on this Board for any local projects. There will also be less money for road projects.

On a motion by Freeman 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

TUNIS SEWER PROJECT

On a motion by Freeman and a second by Gatling, the Board voted unanimously to neither grant or reject the extension requested by Sunland Builders, requiring further explanation. This request may be reconsidered at a later date, after Sunland provides additional justification to Ms. Williams.

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