

Minutes
Regular Meeting
Hertford County Board of Commissioners
County Commissioners' Meeting Room
Monday, December 16, 2013
7:00 P.M.

Present: Mr. William F. Mitchell, Jr., Mr. Ronald J. Gatling, and Mr. Howard J. Hunter, III

Absent: Mr. Curtis A. Freeman, Sr., Mr. Johnnie R. Farmer

Also Present with the Board: Ms. Loria D. Williams, County Manager; Mr. Charles L. Revelle, III, County Attorney; and Mrs. Betty Williams, Senior Administrative Assistant II

Chairman William F. Mitchell, Jr., called the meeting to order.

The invocation for the meeting was provided by Chairman William F. Mitchell, Jr.

Chairman Mitchell amended the agenda 7914B for Tunis Sewer Sanitary District. On a motion by Vice Chairman Gatling and a second by Commissioner Hunter, the Board voted unanimously to amend the agenda to discuss water and sewer.

TAX

On a motion by Commissioner Hunter and a second by Vice Chairman Gatling, the Board voted unanimously to approve the following Tax Releases for the month of November 2013:

TOTAL VALUE APPROVED THIS REPORT (2013 LEVY)	99,376.00
TOTAL TAX RELEASED THIS REPORT (2013 LEVY)	625.07
TOTAL VALUE APPROVED THIS REPORT (PRIOR LEVY)	00.00
TOTAL TAX RELEASED THIS REPORT (PRIOR LEVY)	00.00
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE 2013)	327.50
TOTAL TAX RELEASED THIS REPORT (W02 COLL/RECYCLE 2013)	327.50
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE 2012)	00.00
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2012)	00.00
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
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

HERTFORD COUNTY HIGH SCHOOL

Mr. James Futrell, Principal of Hertford County High School, thanked the Board for the opportunity to inform them of the ECU College 2nd Life Program. He stated that Hertford County was chosen to participate in this program and shared the progress that has been accomplished to the present. There are 102 students presently enrolled in the school.

Mrs. Teresa Watford, NC Investing in Rural Innovative Schools (IRIS) Counselor/ College Liaison, gave overview of what the program offers.

Mr. James Kessler, Community Development Coordinator for North Carolina New Schools, thanked the Board for the opportunity to share the 2nd Life Program which helps prepare students after graduation. This grant funded, three year program:

- Provides all educational costs for the students
- Offered to post high school students
- Obtains 3 credits
- Prepares students after graduation is over

Vice Chairman Gatling commended Mr. James Futrell, Principal of Hertford County High School, for providing an excellent program that prepares our students with higher education.

Mr. Julani Duck, an eleventh grade student at Hertford County, attended the Anthropology class and shared the process once in the virtual class room using a laptop and projector.

PUBLIC COMMENT PERIOD

No one spoke during the Public Comment Period.

E911 DIRECTOR POSITION

Mr. Chris Smith, Chairman of E911 Governance Board, presented a draft of the E911 Director position with pay scale 19 and requested the approval as soon as possible. On a motion by Vice Chairman Gatling and a second by Commissioner Hunter, the Board voted unanimously to

approve the request of Hertford County E911 Governance Board as to the job description and pay grade 19 for the E911 Director Position.

Vice Chairman Gatling commended the Governance Board. He also commended Mr. *Troy Fitzhugh*, Ahoskie PD, Chief of Police, Mr. Darrell Rowe, Chief of Police Murfreesboro, NC and Mr. Juan Vaughan, Sheriff of Hertford County, for their valuable service to this county. Commissioner Hunter also commended the Governance Board for their hard work supporting the program. Chairman Mitchell also commended the group on their outstanding service and support.

BUDGET AMENDMENTS

On a motion by Commissioner Hunter and a second by Vice Chairman Gatling, the Board voted unanimously to approve the following Amendment No. 3 to the FY 2013-2014 Hertford County Budget Ordinance as presented by Mrs. Robbin Stephenson, Finance Director:

AMENDMENT TO THE HERTFORD COUNTY BUDGET ORDINANCE
2013-2014

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

	Account	Account	Comment	Amount	Amount
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Department	Number	Description		Increase	Decrease
Governing Body	10-4110-5315-00	Miscellaneous Expense	Check should have been remitted to US ABLE a division of BCBS instead of just BCBS	4,083	
Tax Collection	10-0010-4112-00	Refunds Paid on Taxes	Citizens paid taxes and their Escrow Co. paid as well.	17,677	
Total				21,760	-
Public Safety				.	
Department	Account Number	Account Description	Comment	Increase	Amount Decrease
Total				-	-
Econ/Phy Dev.					
Department	Account Number	Account Description	Comment	Amount Increase	Amount Decrease
Cooperative Extension	10-4290-5525-00	Ag Trust Expenditures	Funds from A&TSU to support Small Scale Farmers & Woodland owners program.	600	
Total				600	
Human Services					
Department	Account Number	Account Description	Comment	Amount Increase	Amount Decrease
Department of Social Services	10-4440-5690-09	Crisis Intervention Prog.	Increase Funding Authoriza. #2	36,975	
	10-4440-5630-01	Low Income Energy Asst.	Increase Funding Authoriza. #1	105,803	
Total				142,778	

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					\$ 165,138.00
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Section 2 to amend the General Fund by functions, the revenues are to be changed as follows:

Department	Account Number	Account Description	Comment	Amount Increase	Amount Decrease
Taxes					
Local Sales Taxes					
Other Tax/Licenses					
Unrestricted Gov't					
Restricted Gov't	10-0060-4134-00	Ag Extension Trust Rev.	Funds from NCA&TSU	600	
Restricted Gov't	10-0063-4191-01	Crisis Intervention Prog.	Increase Funding Authoriza. #2	36,975	
Restricted Gov't	10-0063-4187-01	Low Income Energy Asst.	Increase Funding Authoriza. #1	105,803	
Restricted Gov't					
Permits & Fees					
Sales and Services					
Investments					
Miscellaneous Rev.	10-0100-4155-00	Insurance Claim & Ref.	Refund Check from BCBS of NC	4,083	
Fund Bal. Approp.	10-0112-4485-00	Fund Balance Approp.	Citizens paid taxes and their	17,677	

			Escrow Co. paid as well.	
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Total Revenues

\$ 165,138.00

This will result in a net increase /decrease of **\$147,461** 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 **\$147,461**. These additional revenues have already been received.

Adopted this 16 day of December, 2013.

Respectfully Submitted:

Hertford County Finance Director

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.

Respectfully Submitted:

Hertford County Finance Director

PUBLIC WORKS
On a motion by Vice Chairman Gatling and a second by Commissioner Hunter, the Board voted unanimously to declare the Hertford County Case Loader as Surplus property.

TAX COLLECTOR

On a motion by Commissioner Hunter and a second by Vice Chairman Gatling, the Board voted unanimously to resell to Mr. and Mrs. Robert Lee Harrell, the former owners for the tax-foreclosed property located at 127 Baker Road, Harrellsville, NC PARCEL 6951-77-0604, for \$3,998.30 (total of taxes, fees and cost), pursuant to NCGS 105 - 376 ©.

COUNTY MANAGER UPDATE

- Ms. Loria D. Williams, County Manager, shared with the board the property, 208 Lloyd Street, Ahoskie, NC is being demolished and a bid offer in the amount of \$2,000.00 has been submitted by Mr. Carroll White. Ms. Williams also stated there are incurred taxes in the amount of \$4,677.00 and the amount to be paid for demolishing will be \$2,500.00 in which the county has invested. On a motion by Commissioner Hunter and a second by Vice Chairman Gatling, the Board voted unanimously to reject the bid offer. Attorney Revelle stated the bidder may offer another bid.
- Chairman Mitchell requested to table memo #7913, Adult Care and Nursing Home Community Advisory Committees until all Board members are present. On a motion by Commissioner Hunter and a second by Vice Chairman Gatling, the Board voted unanimously to table the Adult Care and Nursing Community Advisory Committees for the next agenda.
- Ms. Williams shared with the Board the correspondence received from Mr. Scott Emory, Department of Transportation, concerning Frasier's Crossroad SR 1108 & NC 561. The properties on Mt Moriah Road were reviewed by Mr. Mike Neal, Associate Forester. After a review of the areas Mr. Mike Neal states that some areas would support a commercial thinning. Ms. Williams shared the estimate for this job would cost \$520.00 - \$700.00. Formal documentation will be brought before the Board. On a motion by Vice Chairman Gatling and a second by Commissioner Hunter, the Board voted unanimously to move forward with process.

Tunis Sanitary Sewer District

Ms. Williams shared with the Board the request from Dominion Power to approve the Right of Way Agreement for the Tunis Sewer District. On a motion by Vice Chairman Gatling and a second by Commissioner Hunter the Board voted unanimously to approve the Right of Way for the Tunis Sewer District.

COMMISSIONERS' COMMENTS

Commissioners had no comments.

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