

Minutes
Regular Meeting
Hertford County Board of Commissioners
County Commissioners' Meeting Room
Monday, January 6, 2014
9:00 A.M.

Present: William F. Mitchell, Jr., Ronald J. Gatling, Johnnie R. Farmer, and Howard J. Hunter, III

Absent: Curtis A. Freeman, Sr.

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

The invocation for the meeting was provided by Commissioner Johnnie R. Farmer.

MINUTES

On a motion by Farmer and a second by Gatling, the Board voted unanimously to approve the minutes for the December 2, 2013, Organizational Meeting and the December 16, 2013, Regular Meeting as presented.

COUNTY PROPERTY/AGING

Loria D. Williams, County Manager, reviewed bids for remodeling the property recently purchased for our new Murfreesboro Nutrition Site. Two bids were received from AGI Builders in the amount of \$61,287 and Kee Builders in the amount of \$67,946.67. She is recommending the lowest bidder.

On a motion by Hunter and a second by Gatling, the Board voted unanimously to accept the lowest bidder, AGI Builders (\$61,287), subject to documentation of General Liability and Worker's Compensation Certificates of Insurance.

On a motion by Hunter and a second by Farmer, the Board voted unanimously to accept a bid for termite treatment for the new Murfreesboro Nutrition Site in the amount of \$2,200 with Whitco Pest Management, Inc.

COUNTY PROPERTY/WALTER REED HOUSE

The County Manager explained that since the Murfreesboro Nutrition Site will be relocating out of the Walter Reed House Annex, the County is offering the facility to the Murfreesboro Historical Association. The Murfreesboro Historical Association is

requesting the amount of financial assistance, if any, that the County may be willing to offer, along with the property.

It was the consensus of the Board to discuss this request during the budget process. Meanwhile, the County Manager will have the Public Buildings Supervisor visit the Walter Reed House noting any repairs that may be needed before offering the property to the Murfreesboro Historical Association.

SAFETY

The County Manager presented a revised Safety Manual that has had several changes and updates since it's adoption in 2006.

On a motion by Gatling and a second by Farmer, the Board voted unanimously to approve the Safety Program and Policies Manual as presented.

BUDGET AMENDMENTS

On a motion by Hunter and a second by Gatling, the Board voted unanimously to approve the following Amendment #4 to the FY 2013-2014 Hertford County Budget Ordinance as presented by Robbin Stephenson, Finance Director:

AMENDMENT TO THE HERTFORDCOUNTY BUDGET ORDINANCE
2013-2014
AMENDMENT 4

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
Gen. Gov't Depts. Longivity/ Bonus		Salaries,SS,Ret.	Longivity and Bonus awarded in December, 2013	19,274	
Total				19,274	
Public Safety					
Department	Account Number	Account Description	Comment	Amount Increase	Amount Decrease
Public Safety Depts.		Salaries,SS,Ret.	Longivity and Bonus awarded in	35,489	

Longevity/ Bonus			December, 2013		
Total				35,489	
Econ/Phy Dev.					
Department	Account Number	Account Description	Comment	Amount Increase	Amount Decrease
Econ/Phy Dev.Depts. Longevity/ Bonus		Salaries,SS,Ret.	Longevity and Bonus awarded in December, 2013	4,360	
Total				4,360	
Human Services					
Department	Account Number	Account Description	Comment	Amount Increase	Amount Decrease
Office of Aging	10-4390-5690-28	Cont. Sves.-SHIIP	Additional SHIIP Grant	1,394	
Hum. Service Depts. Longevity/ Bonus		Salaries,SS,Ret.	Longevity and Bonus awarded in December, 2013	33,276	
Total				34,670	
Education					
Department	Account Number	Account Description	Comment	Amount Increase	Amount Decrease
Total					
Other					
Department	Account Number	Account Description	Comment	Amount Increase	Amount Decrease
Transfer to Public Works/Solid Waste		Salaries,SS,Ret.	Longevity and Bonus awarded in December, 2013	4,133	
Salary Contingency	10-9900-5991-01	Contingency	Longevity and Bonuses		96,532
Total Expenditures					1,394

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	10-0061-4176-02	SHIIP Grant	Additional SHIIP Grant	1,394	
Permits & Fees					
Sales and Services					
Investments					
Miscellaneous Rev.					
Transfers					
Fund Bal. Approp.					
Total Revenues					1,394

This will result in a net increase /decrease of \$1,394 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 \$1,394. These additional revenues have already been received.

Adopted this 6 day of January, 2014.

On a motion by Hunter and a second by Gatling, the Board voted unanimously to approve the following Amendment #3 to the FY 2013-2014 Hertford County Enterprise Fund as presented by Robbin Stephenson, Finance Director:

AMENDMENT TO THE HERTFORD COUNTY BUDGET ORDINANCE
2013-2014
AMENDMENT 3

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
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Public Works		Salaries, Soc. Sec. Ret.	Longevity/Bonuses Awarded in December, 2013	4,133	
Total				4,133	-
Total Expenditures					4,133.00

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
Public Works		Transfer from General Fund	Longevity/Bonuses Awarded in December, 2013	4,133	
Total				4,133	-
Total Revenues					4,133.00

This will result in a net increase /decrease of **\$4,133** 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 **\$4,133**. These additional revenues have already been received.

Adopted this 6 day of January,
2014.

PROCLAMATIONS

Shelia W. Matthews, Clerk to the Board, presented a request from Mr. Lenny Lazzara, Commander of Chapter 639 Military Order of the Purple Heart in New Bern, asking to proclaim Hertford County as a Purple Heart County.

On a motion by Hunter and a second by Gatling, the Board voted unanimously to approve the following proclamation:

PROCLAMATION

WHEREAS, *the Purple Heart is the oldest decoration in present use and was initially created as the Badge of Military merit by General George Washington in 1782; and*

WHEREAS, *the Purple Heart was the first American service award or decoration made available to the common soldier and is specifically awarded to any member of the United States Armed Services wounded or killed in combat with a declared enemy of the United States; and*

WHEREAS, *the mission of the Military Order of Purple Heart, chartered by an act of Congress, is to foster an environment of goodwill among the combat wounded veteran members and their families, promote patriotism, support legislative initiatives and most importantly – make sure we never forget; and*

WHEREAS, *Hertford County has several residents who have been awarded the Purple Heart Medal for wounds received in combat; and*

WHEREAS, *Hertford County recognizes the commitment and increasing sacrifices required of military families; and*

WHEREAS, *Hertford County pledges its ongoing commitment to and support for the men and women who so honorably serve our nation.*

NOW, THEREFORE, BE IT PROCLAIMED, *the Hertford County Board of Commissioners hereby declares:*

Hertford County as a Purple Heart County in the State of North Carolina

Adopted this 6th day of January, 2014.

Commissioner Farmer, a veteran, spoke highly in favor of this recognition honoring the recipients of the Purple Heart Award.

BOARD APPOINTMENTS

On a motion by Gatling and a second by Hunter, the Board voted unanimously to appoint Johnathan Earl Bradley (to replace Calvin R. Bryant) and reappoint the following listed members to the Firefighters Relief Fund Board for two-year terms to expire on January 31, 2016, as presented by Chris Smith, Fire Marshal:

Charlie Sumner
Phil Terry
Scott Blowe
Wesley Liverman

William A. Jones
Sarah Wallace
Jamie King

JOINT COMMUNITY ADVISORY COMMITTEE

Much discussion was held on the Annual Report for Adult Care and Nursing Home Community Advisory Committees. This has been a high level of concern with the Commissioners since the report came out in October, 2013. Options were discussed such as disbanding the whole committee or replacing the inactive members. It was decided for the County Manager to check meeting attendance records of the committee members and prepare a sample letter to send to committee members regarding their membership. The attendance records and sample letter will be presented at the next meeting.

COUNTY MANAGER'S UPDATE

Under the County Manager's Update, Ms. Williams shared with the Board a request from the Mid-East Commission asking for support from local governments in their efforts to construct a new office building. Some discussion was held.

On a motion by Hunter and a second by Gatling, the Board voted unanimously to not support this effort and to not enter into an Interlocal Agreement for the Mid-East Commission Building Project.

COMMISSIONERS' COMMENTS

Chairman Mitchell introduced Amy Braswell as the new Executive Director for the Ahoskie Chamber of Commerce.

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 discuss personnel matters and (6) to consult with the County Attorney.

CLOSED SESSION

Minutes of Closed Session are on file in the office of the Clerk to the Board.

REGULAR SESSION

TUNIS SEWER PROJECT

Based on Sunland Builders letter of December 13, and on The Wooten Company letter of December 19, and seven days of excavation around underground utilities on Freeman Drive; on a motion by Hunter and a second by Gatling, the Board voted unanimously to hereby grant an additional 18 work days, 23 calendar days, for

Substantial Completion (until January 8, 2014) and for Final Completion (until February 3, 2014), with Liquidated Damages of \$700 per day thereafter, per the contract.

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