

Minutes
Regular Meeting
Hertford County Board of Commissioners
County Commissioners' Meeting Room
Monday, February 17, 2014
7:00 P.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 William F. Mitchell, Jr., called the meeting to order.

The invocation for the meeting was provided by Rev. Taylor Latham, Millennium Pentecostal Holiness Church.

COMMISSIONERS

On a motion by Freeman and a second by Farmer, the Board voted unanimously to amend the agenda to add item #7946(A) regarding a Hertford County ABC Board Matter.

TAX

On a motion by Gatling and a second by Farmer, the Board voted unanimously to approve the following Tax Releases for the month of January, 2014:

TOTAL VALUE APPROVED THIS REPORT (2013 LEVY)	285.00
TOTAL TAX RELEASED THIS REPORT (2013 LEVY)	4.56
TOTAL VALUE APPROVED THIS REPORT (PRIOR LEVY)	335.00
TOTAL TAX RELEASED THIS REPORT (PRIOR LEVY)	5.90
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE 2013)	845.00
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2013)	845.00
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

Rev. Taylor Latham, Pastor of Millennium Pentecostal Holiness Church, was present on behalf of the Millennium Christian Day Care requesting to be released from 2013 taxes. He states that the Day Care received non-profit status from the Secretary of State's office in 2012. Due to the failure to submit paperwork on time, the Day Care has received a \$506 tax bill for 2013. The Day Care has already been exempted for 2014.

The County Attorney advised the Board to get a response from the Tax Assessor before taking action.

CADA

On a motion by Hunter and a second by Gatling, the Board voted unanimously to approve the 2014-2015 CSBG Anti-Poverty Work Plan as presented by Ms. Jacqueline Melton, Community Services Center Manager with CADA.

MID-EAST COMMISSION

Mr. Doug Mercer, Chairman of the Mid-East Board, was present to review with the Board a Return on Investment spreadsheet he had prepared for Hertford County. The County is receiving \$771,254 worth of benefits through the Aging and Workforce Development Programs, with an investment of \$7,092. He shared that Hertford County is not taking advantage of the Community/Economic Development Program.

Mr. Mercer then proceeded to apologize to the Board for the very poor job that Mid-East had done in asking for assistance with constructing a new building. At this point, he reviewed in detail a Cost Estimates handout regarding financing the project with 4.5%, 4%, and 3.5% interest rates on a \$2,800,000 loan. Much discussion was held on these projections, as well as the square footage needed.

The concerns of the Board include: a 40-year loan, too much square footage, and the ability to pay back if some programs are cut. The County Manager wishes to see revenue streams, which were not included in the spreadsheet, and tweaking some of the expense line items. The Commissioners would like to see figures for a 14,000 square foot building.

There was no action taken.

BUDGET AMENDMENTS

On a motion by Hunter and a second by Freeman, the Board voted unanimously to approve the following Amendment #5 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 5

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
Public Buildings	10-4260-5690-16	Contracted Svcs.-Site Const.	To renovate the Nutrition Site in Murfreesboro and USDA Building in Winton, NC	61,000	
	10-4260-5691-17	Site Dev. - Renovation		98,000	
Total				159,000	-
Public Safety				.	
Department	Account Number	Account Description	Comment	Amount Increase	Amount Decrease
Emergency Mgmt.	10-4200-5352-00	Repairs and Maintenance-Equipment	Tower repair after damaged by a worker from DOT	3,732	
Total				3,732	-

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
Department of Juvenile Justice	10-4340-5600-01	JCPC Certification Funds	JCPC Christmas Dinner fees for	1,370	
			Northampton and Bertie counties share		
Total				1,370	
Culture/Recreation					
Department	Account Number	Account Description	Comment	Amount Increase	Amount Decrease
Total					

Other					
Department	Account Number	Account Description	Comment	Amount Increase	Amount Decrease
Total Expenditures					\$ 164,102.00

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					
Restricted Gov't					
Restricted Gov't					
Permits & Fees					
Sales and Services					
Investments					
Miscellaneous Rev.	10-0100-4153-00	Miscellaneous Revenue	Northampton & Bertie Share	1,370	
Miscellaneous Rev.	10-0100-4155-00	Insurance Claim & Ref.	Check Refund for Tower Repairs	3,732	
Trans. from Public Works	10-0102-4159-66	Transfer from Fund 66	50% for USDA Building	49,000	
Fund Bal. Approp.	10-0112-4485-00	Fund Balance Approp.	50% for USDA Building	110,000	
			100% for Nutrition Site		
Total Revenues					\$ 164,102.00

This will result in a net increase /decrease of **\$164,102** 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 **\$164,102**. These additional revenues have already been received.

Adopted this 17 day of February, 2014.

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 Enterprise Fund 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 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
Southern Rural Water District	66-4710-5910-00	Oper Transfer to Fund 10	Public Works 50% to renovate the USDA Building	49,000	
Total				49,000	-

Total Expenditures

\$
49,000.00

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
Southern Rural Water District	66-0119-4485-00	Fund Balance Appropriated.	Public Works 50% to renovate the USDA Building	49,000	
Total				49,000	-

Total Revenues

\$
49,000.00

This will result in a net increase /decrease of **\$49,000** 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 **\$49,000**. These additional revenues have already been received.

Adopted this 17th day of February, 2014.

N.C.D.O.T./TOWN OF WINTON/COURTHOUSE

On a motion by Hunter and a second by Freeman, the Board voted unanimously to approve the Three Party (N.C.D.O.T./Hertford County/Town of Winton) Right of Way Encroachment Agreement on Interstate and Other Control Access Highways for the construction of a 3” sewer force main for the Courthouse Project.

HERTFORD COUNTY ABC BOARD

The Commissioners are in receipt of a resignation from the Hertford County ABC Board. The Chairman advised the Clerk to advertise the vacancy on the website, as well as pulling the applications that were submitted during the last vacancy on this Board.

On a motion by Farmer and a second by Hunter, the Board voted unanimously to approve exceeding the lodging rate set forth in the travel policy of the ABC Board Travel Policy to allow the Board Members to attend the State Conference.

COUNTY MANAGER’S UPDATE

The County Manager shared with the Board that they have the opportunity to nominate members to the Farm Service Agency’s County Committee. If the Board is interested in making such nominations, these members should be socially disadvantaged (SDA) farmers, as well as female representation. The Clerk was asked to post this on website to see if there were any interested citizens.

COMMISSIONERS’ COMMENTS

- Commissioner Freeman commended Ms. Williams and staff regarding closing the offices for the safety of staff and citizens during the recent winter weather
- Chairman Mitchell shared that Brenda Brown had been named interim DSS Director

At this time, Ms. Orlando Reed thanked the Board for their support and distributed copies of the Front Porch Living magazine, which included an article about a senior citizen couple celebrating their 75th wedding anniversary.

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