

Minutes
Regular Meeting
Hertford County Board of Commissioners
County Commissioners' Meeting Room
Monday, November 17, 2014
7:00 P.M.

Present: William F. Mitchell, Jr., Ronald J. Gatling, Curtis A. Freeman, Sr., and Howard J. Hunter, III

Absent: Johnnie R. Farmer

Also Present with the Board: Loria D. Williams, County Manager; M. Ray Wiggins, Assistant 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 and provided the invocation.

TAX

On a motion by Freeman and a second by Gatling, the Board voted unanimously to accept the Vehicle Tax Releases for October, 2014, and the following Tax Releases for October, 2014:

TOTAL VALUE APPROVED THIS REPORT (2014 LEVY)	19,358.00
TOTAL TAX RELEASED THIS REPORT (2014 LEVY)	167.62
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 2014)	390.00
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2014)	390.00
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE 2013)	00.00
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2013)	00.00
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE 2012)	00.00
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2012)	00.00
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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

PERSONNEL

Leah Craddock, Human Resources Director, introduced Michael Neal Brinkley, Part-Time Fire Inspector. Chairman Mitchell administered Mr. Brinkley his oath of office.

PUBLIC COMMENT PERIOD

No one requested to speak during Public Comment Period.

RESOLUTIONS

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

RESOLUTION TO SUPPORT HONORING JASON SMALLWOOD'S SACRIFICE AND FOR ERECTING A MONUMENT FOR FALLEN VETERANS

WHEREAS, the Hertford County Board of Commissioners, as the governing body of Hertford County, honors the sacrifices made by members of the United States Armed Forces, and recognizes the need to support the Veterans of Hertford County; and

WHEREAS, the County Commissioners express their gratitude for the sacrifice of Jason Smallwood, a lifetime resident of Hertford County who admirably served his city, state, and country; and

WHEREAS, the County Commissioners acknowledge that there is a National Epidemic of Veterans suffering from mental health conditions, who, because of a lack of support and public awareness, far too often end up paying the ultimate price;

WHEREAS, the County Commissioners desire to raise awareness of this issue while also honoring the precious sacrifice of our Nation's veterans and the sacrifice of our county's own Jason Smallwood.

WHEREAS, the County Commissioners grieve with and extend their condolences to, Julian and Marie Smallwood, and all family members of our nation's fallen veterans.

NOW, THEREFORE BE IT RESOLVED, by the Hertford County Board of Commissioners that:

- A. The commissioners do hereby recognize the life-long dedication of service and honor of Jason Smallwood, his heroism and his ultimate sacrifice.

- B. The commissioners will aid in efforts to erect a memorial in Hertford County, honoring the sacrifice of Jason Smallwood and our Nation's Veterans.

Adopted this is 17th day of November, 2014.

Discussion was held regarding the County partnering with the Smallwood Family to create a memorial for fallen veterans. Commissioner Freeman expressed his thoughts on the possibility of designating a plot at the new Courthouse facility or a park at the old Courthouse property. This will be further discussed at a work session.

SCHOOLS

Mr. Dannie Williams, representing Superintendent Dr. Michael Perry, was present requesting approval of funding for the Riverview School HVAC Project. The total cost is \$692,250. In order for this project to take place during the next budget year, the project would need to be bid out in February, 2015.

Much discussion was held including using lottery funds. The County Manager was directed to meet with Dr. Perry and bring the issue back to another meeting.

TAX

On a motion by Hunter and a second by Freeman, the Board voted unanimously to approve a tax refund in the amount of \$168.96 due to taxpayer paying tax bill 14A5993614201, account 31039 prior to the mortgage company sending payment. The refund should be issued to:

Wells Fargo Real Estate Tax Services, LLC
Attn: Financial Support Unit
MAC X2301-02C
1 Home Campus
Des Moines, IA 50328-0001

BUDGET AMENDMENTS

On a motion by Freeman and a second by Gatling, the Board voted unanimously to approve the following Amendment #2 to the FY 2014-2015 Hertford County Budget Ordinance as presented by Robbin Stephenson, Finance Director:

AMENDMENT #2 TO THE HERTFORD COUNTY BUDGET ORDINANCE 2014-2015

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, 2015:

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
Land Records	10-4170-5510-02	Capital Outlay-Equip	Assist with payment of new plotter	6,000	
Total				6,000	
Public Safety					
Department	Account Number	Account Description	Comment	Amount Increase	Amount Decrease
Total					
Econ/Phy Dev.					
Department	Account Number	Account Description	Comment	Amount Increase	Amount Decrease
Human Services					
Department	Account Number	Account Description	Comment	Amount Increase	Amount Decrease
DOT Grant		Elderly/Handicap	Adjustment in Grant Allocate		19,506
Office Of Aging	10-4390-5690-06	Nutrition-CII/ HDM	Decrease in Funding		3,986
Total					23,492
Education					
Department	Account Number	Account Description	Comment	Amount Increase	Amount Decrease
Total					
Department	Account Number	Account Description	Comment	Amount Increase	Amount Decrease

Total					
Other					
Department	Account Number	Account Description	Comment	Amount Increase	Amount Decrease
Transfer to Tunis. Dist.	10-9500-5967-00	Op Trans. To Fund 67	To Pay for Residential Connection	31,200	
Other					
Department	Account Number	Account Description	Comment	Amount Increase	Amount Decrease
Contri to Murfreesboro	10-9000-5000-18	Contri to M'boro	Summer Enrichment Camp	5,000	
Other					
Department	Account Number	Account Description	Comment	Amount Increase	Amount Decrease
Contingency	10-9900-5991-02	Cont.- Com. Recreat.	Summer Enrichment Camp		5,000
Total Expenditures				\$13,708.00	

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					
Restricted Gov't	10-0060-4135-00	Grant- DOT-ROAP	Elderly and Handicapped		19,506
Restricted Gov't	10-0061-4169-01	H & CCB GRANT	Decrease in Funding		3,986
Miscellaneous Rev.	10-0100-4155-00	Insurance Claims	Replace funds used to fix car		11,963
Transfers	10-0102-4159-65	Oper Transfer 65	Transfer from Fund 65	3,000	
Transfers	10-0102-4159-66	Oper Transfer 66	Transfer from Fund 66	3,000	
Fund Bal. Approp.	10-0112-4485-00	F.B. Appropriation	Correct Budget Amend. #1		

				11,963	
Fund Bal. Approp.	10-0112-4485-00	F.B. Appropriation	Loan to Tunis Sewer District	31,200	
Total Revenues				\$13,708.00	

This will result in a net increase/decrease of \$13,708 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 \$13,708. These additional revenues have already been received.

Adopted this 17th day of November, 2014.

On a motion by Hunter and a second by Freeman, the Board voted unanimously to approve the following Amendment #1 to the FY 2014-2015 Hertford County Enterprise Fund as presented by Robbin Stephenson, 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, 2015:

Section 7, 9, and 11 to amend the Enterprise Fund, the appropriations are to be changed as follows:

Enterprise Fund 65

Department	Account Number	Account Description	Comment	Amount Increase	Amount Decrease
Northern Water Dist	65-4700-5510-02	Capital Outlay-Equip	Assist with payment of new plotter		3000
Northern Water Dist	65-4700-5967-00	Transfer to Fund 10	Assist with payment plotter	3,000	

Enterprise Fund 66

Department	Account Number	Account Description	Comment	Amount Increase	Amount Decrease
Southern Water Dist	66-4710-5510-02	Capital Outlay-Equip	Assist with payment of new plotter		3000
Southern Water Dist	66-4710-5967-00	Transfer to Fund 10	Assist with payment plotter	3,000	

Enterprise Fund 67

Department	Account Number	Account Description	Comment	Amount Increase	Amount Decrease
Tunis Sewer District	67-4714-5690-	Contracted Service	Fund Tunis		

	02		Sewer Project Completion	31,200	
Total Expenses				37,200	

Section 8, 10, and 12 to amend the Enterprise Fund, the revenues are to be changed as follows:

Department	Account Number	Account Description	Comment	Amount Increase	Amount Decrease
Transfer from General Fund	67-0120-4159-10	Transfer	Fund Tunis Sewer Project Completion	31,200	
Total Revenues				31,200	

This will result in a net increase/decrease of \$31,200 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 \$31,200. These additional revenues have already been received.

Adopted this 17th day of November, 2014.

POLICIES

On a motion by Hunter and a second by Freeman, the Board voted unanimously to approve a Website Privacy Notice as recommended by I.D. Experts.

BOARD APPOINTMENTS

Hertford County E911 Governance Board

On a motion by Freeman and a second by Gatling, the Board voted unanimously to reappoint Hal Thomas to the Hertford County E911 Governance Board as the representative for the Town of Murfreesboro for a three-year term to expire on December 30, 2017.

Parks & Recreation Advisory Commission

On a motion by Gatling and a second by Hunter, the Board voted unanimously to reappoint Terrance Saxby and Darryl Partlow to the Parks & Recreation Advisory Commission for additional three-year terms to expire on June 30, 2017.

Hertford County ABC Board

On a motion by Freeman and a second by Hunter, the Board voted unanimously to reappoint Larry Holloman and Lonnie Simmons to the Hertford County ABC Board for additional three-year terms to expire on January 31, 2018.

Due to a considerable amount of interest in this Board, the Clerk was advised to hold all applications until the next term expiration due in June, 2015.

Hertford County Economic Development Commission

On a motion by Gatling and a second by Hunter, the Board voted unanimously to reappoint John Tayloe and June Warren, as well as to appoint Nora Artis to replace Raymond Benthall (who resigned from the Board), to the Hertford County Economic Development Commission for three-year terms to expire on January 1, 2018.

Hertford County Planning Board and Zoning Board of Adjustments

On a motion by Gatling and a second by Hunter, the Board voted unanimously to reappoint Garry Lewter and Dr. Terry Hall, as well as appoint Jerry M. Cowan, to the Hertford County Planning Board and Zoning Board of Adjustments for three-year terms to expire on January 1, 2018. This appointment will move Dr. Terry Hall into a full position on the Zoning Board of Adjustments; move Mark Jones into the Alternate #1 position; and Jerry Cowan will be Alternate #2. Mr. Cowan was appointed to replace Rev. Dr. Claude Odom due to the fact that Dr. Odom had already served 14 years.

Industrial Facilities & Pollution Control Financing Authority

On a motion by Gatling and a second by Freeman, the Board voted unanimously to reappoint Joe Murray and Terry H. Hairston to the Industrial Facilities & Pollution Control Financing Authority for additional six-year terms. Mr. Murray's term will expire on January 5, 2021, and Mr. Hairston's term will expire on December 1, 2020.

Mid-East Board

On a motion by Hunter and a second by Gatling, the Board voted unanimously to reappoint Quinton Turman to the Mid-East Board for another two-year term to expire on December 1, 2016, and to appoint Nora M. Artis to fill the vacant position on this Board.

PUBLIC HEARINGS/COURTHOUSE

On a motion by Freeman and a second by Gatling, the Board voted unanimously to schedule a Public Hearing for December 15th at 7:15 P.M. for the purpose of hearing public comments on naming the road at the Courthouse/Government Office Building Site.

COUNTY MANAGER'S UPDATE

- There was concern voiced regarding donating the cannon located in front of the Courthouse to the NC Department of Veterans of Foreign Wars. The County Manager was informed that the cannon will remain in the County and to check into restoration of it.

- Annual Christmas Party will be held December 12th
- Schedule Work Session in January
- Assistant County Manager Wiggins shared that the Chowan University Girls Volleyball Team are the CIAA Champions. He will have them present at the next meeting for recognition and present them a resolution
- The next Courthouse OAC Meeting will be held on November 25th

COMMISSIONERS' COMMENTS

- Vice-Chairman Gatling recognized Stephen Hollingsworth, a Boy Scout in the audience observing the Board Meeting. Some discussion was also held regarding the Joint Community Advisory Committee.
- Commissioner Hunter held a discussion regarding cameras in deputies' cars, as well as body cameras

On a motion by Gatling and a second by Freeman, 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 Hunter and a second by Gatling, the Board voted unanimously to recess Regular Session to go into a meeting of the Governing Board of the Tunis Sewer District.

TUNIS SEWER DISTRICT GOVERNING BOARD

On a motion by Freeman and a second by Gatling, the Board voted unanimously to go into a Closed Session of the Governing Board of the Tunis Sewer District.

CLOSED SESSION OF THE TUNIS SEWER DISTRICT GOVERNING BOARD

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

TUNIS SEWER DISTRICT GOVERNING BOARD

On a motion by Hunter and a second by Gatling, the Board voted unanimously to leave the Governing Board of the Tunis Sewer District and return to Regular Session.

REGULAR SESSION

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