

Minutes  
Regular Meeting  
Hertford County Board of Commissioners  
County Commissioners' Meeting Room  
Monday, February 2, 2015  
9:00 A.M.

Present: William F. Mitchell, Jr., Ronald J. Gatling, Johnnie R. Farmer, Curtis A. Freeman, Sr., and F. Garry Lewter

Absent: None

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.

Rev. C. David Stackhouse from New Ahoskie Baptist Church provided the invocation for the meeting.

**COMMISSIONERS**

Superior Court Judge Cy A. Grant administered the following oath of office to newly appointed County Commissioner F. Garry Lewter filling the unexpired term of Howard J. Hunter, III:

OATH OF OFFICE

HERTFORD COUNTY

WINTON, NORTH CAROLINA

I, F. GARRY LEWTER, DO SOLEMNLY SWEAR (OR AFFIRM) THAT I WILL SUPPORT AND MAINTAIN THE CONSTITUTION AND LAWS OF THE UNITED STATES, AND THE CONSTITUTION AND LAWS OF NORTH CAROLINA NOT INCONSISTENT THEREWITH, AND THAT I WILL FAITHFULLY DISCHARGE THE DUTIES OF MY OFFICE AS HERTFORD COUNTY COMMISSIONER, SO HELP ME GOD.

**REPORTS**

On a motion by Gatling and a second by Freeman, the Board voted unanimously to accept the Hertford Soil & Water Conservation District Annual Report. Greg Hughes, District Technician, was in the audience, and the Board commended him on his hard work and the great job that was done on the annual report.

## **COMMISSIONERS**

At this time, the Board welcomed Commissioner Lewter. Also, Representative Howard J. Hunter, III, commended the Board on making a great selection.

## **PERSONNEL**

Leah Craddock, Human Resources/Risk Manager, introduced the following new County employees:

<u>Name</u>	<u>Department</u>
Sandra Britt	Jail
Robert Stephenson	Sheriff
Fred Chandler Curley	EMS
Chris Beau Williams	Sheriff

## **TRANSPORTATION**

Justin Oakes, with the Mid-East Commission, was not present so the Board skipped Memo #8167.

## **TAX**

On a motion by Gatling and a second by Freeman, the Board voted unanimously to order the Tax Collector to advertise unpaid 2014 tax liens on real property under G. S. 105-369(a) and to approve the date of March 1, 2015, and through June 30, 2015, under G. S. 105-369(C) as time for advertisement. Advertisement is tentatively scheduled for April 2, 2015.

The Tax Collector reported to the Board the total unpaid 2014 tax liens on real property as required by G. S. 105-369(a) as being \$1,500,927.30 as of February 2, 2015.

On a motion by Freeman and a second by Lewter, the Board voted unanimously to approve a tax refund in the amount of \$303.97 due to an overpayment on case 14-03561, Account 28665, Parcel 5993-92-2169 to the following:

Richard M. Stearns, Standing Trustee, Chapter 13  
1015 Conference Drive  
Greenville, NC 27858

## **PERSONNEL**

Leah Craddock, Human Resources/Risk Manager, was present to request approval of a salary proposal higher than the hiring rate for the Permit Technician position. Ms. Valerie Tripp has been selected and was the only applicant out of 30 with experience in this field. Mrs. Craddock has created a formula comparing counties of our size combined with years of experience to arrive at more competitive hiring rates.

On a motion by Freeman and a second by Farmer, the Board voted unanimously to approve the annual salary of \$30,197 for the Permit Technician candidate.

### **TRANSPORTATION**

Justin Oakes, Planner II/RPO Planner with the Mid-East Commission/Peanut Belt RPO, had entered the meeting and addressed the Board at this time. He reviewed the maps and the recommendations included in the Hertford County Comprehensive Transportation Plan.

Vice-Chairman Gatling questioned the Holloman Avenue Extension proposal, and Mr. Oakes explained that this would give some relief to traffic on Catherine Creek Road. This project is in the 30-year plan.

On a motion by Farmer and a second by Lewter, the Board voted unanimously to adopt the Hertford County Comprehensive Transportation Plan by this following resolution:

#### **RESOLUTION ENDORSING THE COMPREHENSIVE TRANSPORTATION PLAN FOR HERTFORD COUNTY, NORTH CAROLINA**

WHEREAS, Hertford County and the North Carolina Department of Transportation Planning Branch has completed the Hertford County Comprehensive Transportation Plan in cooperation with Hertford County and Peanut Belt RPO; and

WHEREAS, the Hertford County Comprehensive Transportation Plan is consistent with the local land use plans, the Peanut Belt RPO transportation needs, and the statewide transportation plan; and

WHEREAS, the County and the Department of Transportation are directed by North Carolina General Statutes 136-66.2 to reach agreement for a transportation system that will serve present and anticipated volumes of traffic in the County; and

NOW THEREFORE, BE IT RESOLVED that the Hertford County Comprehensive Transportation Plan be approved and adopted as a guide in the development of the transportation system in Hertford County and the same is hereby recommended to the North Carolina Department of Transportation for its subsequent adoption.

A motion was made by Commissioner Farmer and seconded by Commissioner Lewter for the endorsement of the resolution, and, upon being put to a vote, was duly adopted, on this, the 2nd day of February, 2015.

### **BOARD APPOINTMENTS**

Shelia W. Matthews, Clerk to the Board, explained to the Board that after appointing Nora Artis to fill the vacant position on the Mid-East Board, she has learned that Hertford County does not have a vacancy on that Board. Mr. Timmy Baynes, Mid-

East Executive Director, suggested that the Commissioners appoint Ms. Artis as an alternate to either of the current members. The Clerk was directed to hold Ms. Artis' appointment until there is a vacancy on the Mid-East Board.

The Clerk also advised the Board of three vacancies on the Joint Community Advisory Committee and one vacancy on the R-CCC Board of Trustees. She was instructed to advertise these vacancies.

### **COUNTY MANAGER'S UPDATE**

Loria D. Williams, County Manager, explained to the Board that \$197,500 of liquidated damages had been withheld from the previous Contractor's Pay Application for the Courthouse/Government Center Project and additional \$42,500 would be withheld from the next Pay Application. The dates of February 16 and March 16 are being looked at for Temporary Certificate of Occupancy and Substantial Completion, respectively.

Commissioner Freeman suggested that all of the Commissioners go tour the facilities together, even if it means calling a Special Meeting. The County Attorney suggested recessing a meeting and reconvening the meeting to tour the facilities. It was decided to recess the February 16<sup>th</sup> Meeting and reconvene on February 18<sup>th</sup> at 3:00 P.M. for a walk-thru of the new buildings.

The E911 Building Groundbreaking was scheduled for 11:00 A.M. after the March 2<sup>nd</sup> Commissioners' Meeting. A Budget Goal Setting Work Session was scheduled for all day on March 11<sup>th</sup>.

### **COMMISSIONERS' COMMENTS**

- Commissioner Farmer commended Justin Oakes and Bryant Buck (both with Mid-East Commission) for the excellent job they do (Freeman and Mitchell echoed this comment)
- Commissioner Freeman shared that he had received a tremendous amount of (positive) calls regarding the appointment of Commissioner Lewter
- Vice-Chairman Gatling relayed to the Board that a good time for the family of DuPont L. Davis for the park dedication would be April 4<sup>th</sup> or 11<sup>th</sup>. He also voiced concerns regarding the Trailways Bus Station being located at an establishment that has been closed and, therefore, has no lights. Mrs. Amy Braswell, Director of the Ahoskie Chamber of Commerce, explained that the bus location had been moved to Jason's Deli located across the street from the Ahoskie Town Hall.

On a motion by Freeman and a second by Farmer, 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 the meeting.