

Minutes
Regular Meeting
Hertford County Board of Commissioners
Multi-Purpose Room – Judicial Center
Monday, July 20, 2015
7:00 P.M.

Present: William F. Mitchell, Jr., Johnnie R. Farmer (entered late), Curtis A. Freeman, Sr., and F. Garry Lewter

Absent: Ronald J. Gatling

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.

Commissioner Curtis A. Freeman, Sr., provided the invocation.

On a motion by Freeman and a second by Lewter, the Board voted unanimously to amend the agenda to include Memo #8290A (Approval of the Home and Community Care Block Grant for Older Adults) and Memo #8290B (Approval of Resolution in Recognition of a 95th Birthday Celebration).

MINUTES

On a motion by Freeman and a second by Lewter, the Board voted unanimously to approve the minutes of the June 1, 2015, Regular Meeting as presented.

PERSONNEL

Leah Craddock, Human Resources/Risk Manager, introduced Mr. Don Hoggard as the newly hired Facilities Manager. He was the Facilities Manager with East Carolina University and lives in Colerain.

On a motion by Freeman and a second by Lewter, the Board voted unanimously to approve the revised job description for the Building and Grounds Supervisor and the new job description for the Human Resources Specialist as presented by Mrs. Craddock.

The Building and Grounds Supervisor job description was revised to reflect that this position answers to the Facilities Manager and no longer to the County Manager. This position also no longer handles budget preparation and monitoring.

The Human Resources Specialist job description was originally approved in the FY 2015-2016 budget as the Payroll/Benefits Coordinator. This position will now be shared between Finance and Human Resources.

PUBLIC HEARING/EMERGENCY MANAGEMENT

Due to the failure of the R-C News-Herald publishing the Public Hearing Notice for the Albemarle Regional Hazard Mitigation Plan, the Board could not hold the Public Hearing as planned at 7:15 P.M.

On a motion by Freeman and a second by Lewter, the Board voted unanimously to reschedule the Albemarle Regional Hazard Mitigation Plan Public Hearing for August 3, 2015, at 9:15 A.M. as requested by Chris Smith, Emergency Management Director.

TAX

On a motion by Lewter and a second by Freeman, the Board voted unanimously to approve two tax refunds totaling \$327.45 as follows to:

Hertford County Board of Education
Attn: Payroll Department
Post Office Box 158
Winton, NC 27986

One refund is in the amount of \$161.97 for an overpayment on tax bill #14A6903454673, account #28266 for Anita Lee. Wage garnishment had a balance of \$19.68 that paid the garnishment in full. Mailed and faxed release of garnishment.

The second refund is in the amount of \$165.48 for an overpayment on tax bill #14A6943949734, account #29177 for Karen L. Tann. Wage garnishment had a balance of \$25.03 that paid the garnishment in full. Mailed and faxed release of garnishment.

EMERGENCY MANAGEMENT

On a motion by Freeman and a second by Farmer, the Board voted unanimously to approve the North Carolina Statewide Emergency Management Mutual Aid and Assistance Agreement as presented by Chris Smith, Emergency Management Director.

COUNTY PROPERTY/SOCIAL SERVICES

Assistant County Manager M. Ray Wiggins presented and discussed the proposed renovations for County Office Building #1 to be able to accommodate the entire Department of Social Services under one roof, instead of being divided.

Option 1 provides minimal cosmetic upgrades retaining existing building systems for plumbing, mechanical, and electrical, although they are very inefficient and will eventually require replacement – Totaling \$1,400,000.

Option 2 provides full renovation including replacement of all major building systems and life-safety system, a new public entrance and control point for the building – Totaling \$2,375,000.

At least 40% of the building renovation project would be eligible for federal cost sharing reimbursement. This would be in the form of a debt service payment each year – not one lump-sum check.

On a motion by Freeman and a second by Lewter, the Board voted unanimously to move forward with Option 2 (full renovation) of County Office Building #1 to allow for accommodation of the entire Social Services Department.

There was some discussion on the repetitive break-ins occurring at the Ahoskie DSS Office, and it was decided to look into some type of security system for this building.

PUBLIC COMMENT PERIOD

Ms. Libby Jones addressed the Board to discuss the removal of a plaque at the old Courthouse. She is requesting preservation of the plaque – not possession. The plaque lists the names of the County Commissioners who were on the Board at the time of construction. Her father, Fred Jones, was the Chairman at the time. Ms. Jones shared with the Board that the Winton Post Office Museum is willing to house the plaque.

Ms. Jones was assured by the Board that this plaque will not be destroyed. After the old Courthouse is removed, their wishes are to make a park and display this plaque on the property. Her family will be notified when this takes place.

Mr. Harry Vaughan, Deacon Chairman and spokesperson for Mt. Moriah Missionary Baptist Church, addressed the Board regarding taxes on church property. He is requesting the Board to reconsider the Tax Assessor's Office decision to tax 5.1903 acres of land that was donated to the church in 2013. This acreage adjoins the church property and adjoins the Potecasi Creek, therefore making the property not feasible for potential development. The land has been designated by the church as an expansion area for the church's graveyard.

Since this land will be used exclusively for religious purposes, they feel the tax exempt status should be allowed under NCGS 105-278.3 (a) and (b) for future tax assessments on this property.

Charles L. Revelle, III, County Attorney, suggested to the Board that the Hertford County Tax Assessor should appear before the Board to discuss this issue and the procedure involved to reach tax-exempt status.

Dr. Michael Elam, R-CCC President, distributed and highlighted the Annual Report for Roanoke-Chowan Community College.

AGING

On a motion by Freeman and a second by Lewter, the Board voted unanimously to approve the Home and Community Care Block Grant for Older Adults in the amount of \$245,060 for FY 2015-2016 as presented by Loria D. Williams, County Manager.

RESOLUTIONS

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

RESOLUTION IN RECOGNITION OF MAMIE REYNOLDS BROOKS 95TH BIRTHDAY CELEBRATION

WHEREAS, *the accomplishments and achievements of citizens deserve recognition and commendation; and*

WHEREAS, *we believe that our elders should be celebrated and revered; and*

WHEREAS, *Mrs. Mamie Reynolds Brooks was born on July 28th, 1920, to John and Alonzaday Reynolds in Cofield, North Carolina; and*

WHEREAS, *In 1936, she married Otis Lee Brooks at the young age of 15, and remained blissfully wed for 63 years until his passing in 1999; and*

WHEREAS, *During her early years, Ms. Brooks was actively involved in her community and served as a member of the Murfreesboro Fire Department's Ladies Auxiliary; and*

WHEREAS, *Mrs. Brooks truly loves people, especially children, impacting many lives, and it is a known fact that people gather at her home, not only for good company, but also for her famous homemade chocolate cake; and*

WHEREAS, *Mamie Reynolds Brooks will celebrate her 95th birthday with family and friends on Saturday, July 25th, 2015, at Quinton's Restaurant in Ahoskie, North Carolina.*

NOW, THEREFORE, BE IT RESOLVED, *that the Hertford County Board of Commissioners do hereby deem it an honor and pleasure to extend this Resolution of Recognition to Mrs. Mamie Reynolds Brooks on the occasion of her 95th Birthday with sincere congratulations and best wishes for many more happy, healthy and productive years in the future.*

Adopted this the 20th day of July, 2015.

COUNTY MANAGER'S UPDATE

The County Manager updated the Board on the Energy Management Program at Roanoke-Chowan Community College.

COMMISSIONERS' COMMENTS

- Commissioners Farmer and Lewter made comments on the recent NACo Conference they attended in Charlotte
- Commissioner Freeman remarked that he had waited 17 years to sit in a new Courthouse and how good it felt to have accomplished such a goal
- Chairman Mitchell echoed Freeman's comments and was very grateful not only for a new Courthouse, but also a new office for himself and his staff

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