

Minutes  
Regular Meeting  
Hertford County Board of Commissioners  
County Commissioners' Meeting Room – Office Building #1  
Monday, October 5, 2015  
9:00 A.M.

Present: William F. Mitchell, Jr., Ronald J. Gatling, Johnnie R. Farmer, Curtis A. Freeman, Sr., (entered late), 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 and provided the invocation.

**COMMISSIONERS**

On a motion by Lewter and a second by Gatling, the Board voted unanimously to approve amending the agenda to include Memo #8343-A to discuss the Courthouse mold issue with Ware Bonsall Architects.

**PERSONNEL**

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

<u>Name</u>	<u>Department</u>
Kane Barnes	EMS
Christine Coley	Inspections
Aislinn Branch	Land Records
Victoria Mitchell	Social Services
James Faella	Public Works and Facilities

**RESOLUTIONS/FIRE DEPARTMENTS**

Chris Smith, Emergency Management Director/Fire Marshal, presented insurance district boundary maps as they relate to fire departments. On a motion by Gatling and a second by Lewter, the Board voted unanimously to approve the following resolution:

**Hertford County Board of Commissioners  
RESOLUTION**

**APPROVING INSURANCE DISTRICT BOUNDARIES**

WHEREAS, fire districts boundaries for fire departments are established by boards of county commissioners pursuant to N.C.G.S. 153A-233, which districts are also used for insurance grading purposes; and

WHEREAS, the fire district boundaries in the incorporated portion of Hertford County need to be revised to change the way they have historically been described by a point to point description to by reference of maps created using the GIS system, and to reflect annexations by municipalities in the County;

WHEREAS, the Hertford County Fire Marshal has caused to be created new fire insurance district maps using the GIS system for all fire districts which are incorporated by reference as Schedule A.1 & A.2 for each district to this resolution; now, therefore, be it

RESOLVED that the Hertford County Board of Commissioners approves the boundary lines of the Ahoskie Rural, Como, Wiccacon, Millennium, Murfree, St. John, Union Community, Oak Villa, Severn, Woodland and Powellsville Insurance Districts, exclusive of current or future municipal town limits, and as represented in the GIS produced map certified by the County Fire Marshal referenced in Schedule A.1 and A.2 for each district.

Adopted this 5<sup>th</sup> day of October, 2015.

### **RESOLUTIONS/R-CCC**

On a motion by Lewter and a second by Farmer, the Board voted unanimously to approve the following resolution as presented by Loria D. Williams, County Manager:

#### **RESOLUTION ACKNOWLEDGING THE EXECUTION AND DELIVERY BY ROANOKE-CHOWAN COMMUNITY COLLEGE BOARD OF TRUSTEES OF A GUARANTEED ENERGY SAVINGS CONTRACT**

BE IT RESOLVED by the Board of Commissioners (the "Board") of the County of Hertford, North Carolina (the "County") as follows:

1. The Board hereby finds, determines and acknowledges that:
  - (a) Roanoke-Chowan Community College Board of Trustees plans to enter into a guaranteed energy savings contract, not to exceed \$1,300,000.00 pursuant to G.S. 143-64.17 et. seq. for the purpose of providing certain energy conservation measures authorized thereby (the "Project") so as to reduce energy consumption and/or energy-related operating costs;
  - (b) the Board of Trustees intends to finance the Project by entering into an installment contract (the "Contract") pursuant to G.S. 143-64.17C and G.S. 160A-20, as amended;

(a) the energy savings resulting from the Project are expected to equal or exceed the total costs payable under the Contract as shown in an evaluation performed by a licensed engineer on behalf of the Board of Trustees;

(b) the payments under the Contract are not expected to require any additional appropriations to be made to the Board of Trustees nor any increase in taxes; and

(c) the Board does not intend to reduce appropriations to the Board of Trustees based upon a reduction of energy costs in a manner that would inhibit the ability of the Board of Trustees to make the payments under the Contract, provided that the County is not bound in any manner to appropriate funds to the Board of Trustees in amount sufficient for the Board of Trustees to make such payments.

3. This resolution shall take effect upon its passage.

### **COUNTY PROPERTY/SOCIAL SERVICES**

Assistant County Manager Ray Wiggins and Architect John K. Farkas were present to review the Draft Schematic Design for the Office Building #1 Renovation Project. The proposed completion is January/February, 2017. Mr. Farkas explained that approximately 2-3 months could be eliminated if everyone could be relocated out of the building for the renovation.

At this time, Commissioner Freeman entered the meeting.

Some discussion was held regarding replacement of windows, as well as some security concerns.

On a motion by Farmer and a second by Freeman, the Board voted unanimously to approve the Schematic Design for the Office Building #1/Social Services Renovation Project as submitted by JKF Architecture.

### **PUBLICATIONS**

Loria D. Williams, County Manager, reminded the Board that the Murfreesboro Historic Commission has requested financial assistance with the publication of *West of the Chowan: The Historic Architecture of Hertford County, North Carolina*. There were a couple of representatives from the Commission that addressed the Board. They shared that 74 other counties in the state had made considerable contributions to similar publications in their respective counties. The request is for financial assistance only – not to fund the whole project. The estimated cost is \$45,000; and the Commission is looking to have them available by December, 2016.

It was the general consensus of the Board to discuss this during their Planning Work Session being held immediately following this meeting.

## **BOARD APPOINTMENTS**

### **Workforce Development Board**

On September 8, 2015, Mr. Quinton Turman and Mr. Charles Reynolds were appointed to the Region Q Workforce Development Board as the two Private Sector/Business Representatives for Hertford County, with the understanding that Mr. Wendell Hall would be appointed by the Consortium as the Community Based Organization Representative. Meanwhile, the Board has learned that Mr. Hall was not appointed. Therefore, on a motion by Gatling and a second by Freeman, the Board voted unanimously to appoint Mr. Quinton Turman and Mr. Wendell Hall to the Region Q Workforce Development Board, with terms expiring June 30, 2016.

### **CADA Board/Joint Community Advisory Committee**

On a motion by Gatling and a second by Freeman, the Board voted unanimously to appoint Ms. Arica Parker to the CADA Board filling the vacancy of Cleveland Blount, with a term expiring on January 1, 2018, and to appoint Ms. Arica Parker to the Joint Community Advisory Committee, for a one-year term, to expire on October 31, 2016.

## **COUNTY PROPERTY**

The Clerk shared with the Board a bid offer that had been made on PIN #5993-51-1035 (the old Belcross Beverage Building in Ahoskie). This is an industrial piece of property donated to the County in 1997 – not tax foreclosure property. The bid was in the amount of \$12,500 – the property is valued at \$55,000.

On a motion by Lewter and a second by Freeman, the Board voted unanimously to decline the bid offer due to the fact it was well below the value.

## **COURTHOUSE**

Paul Bonsall, with Ware Bonsall Architecture in Charlotte, and Jim Benson, Mechanical Engineer with CBHF Engineering in Wilmington, were present to discuss the Courthouse humidity and mold issue. They explained to the Board that the building occupancy and daily usage is not as high as anticipated, and the HVAC operation parameters and schedules were not set optimally for this condition; so, they have adjusted fan operation and run schedules to perform better during periods of low usage. The units need to be retrofitted with controls to keep them running when the humidity rises. This is creating an issue with the unit's warranty. The manufacturer is not willing to warranty the units with the modifications being made. They will continue to seek a solution to the warranty issue so they can begin the modification process. Mr. Benson stated, "We are going to take care of getting this done," and that they "want to make the County whole."

## **COUNTY MANAGER'S UPDATE**

The County Manager shared with the Board an email she had received thanking and commending Chris Smith for assisting with a search in Dare County using our SONAR equipment. She also commended Mr. Smith for working diligently every year for extra grant money in order to purchase such items as the SONAR equipment.

At this time, Chairman Mitchell allowed Mrs. Amy Braswell with the Ahoskie Chamber of Commerce to address the Board before Commissioners' Comments.

Mrs. Braswell shared that October was a busy month for the Chamber of Commerce and made them aware of several activities that would be occurring during the month including the Annual Chamber Banquet being on October 29, 2015, at the Ahoskie Inn, featuring a presentation from the NC Beer Guys.

### **COMMISSIONERS' COMMENTS**

There were no Commissioners' Comments.

On a motion by Freeman 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 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.