

Minutes
Regular Meeting
Multi-Purpose Room – Judicial Center
County Commissioners' Meeting Room
Monday, March 7, 2016
9:00 A.M.

Present: Johnnie R. Farmer, Curtis A. Freeman, Sr., and William F. Mitchell, Jr.

Absent: Ronald J. Gatling and F. Garry Lewter

Also Present with the Board: M. Ray Wiggins, Assistant County Manager; Charles L. Revelle, III, County Attorney; and Shelia W. Matthews, Clerk to the Board

Hertford County Attorney Charles L. Revelle, III, called the meeting to order due to the fact that the Chairman and Vice-Chairman were both absent from the meeting.

Commissioner Johnnie R. Farmer provided the invocation for the meeting.

On a motion by Mitchell and a second by Farmer, the Board voted unanimously to nominate Commissioner Curtis A. Freeman, Sr., as temporary Chairman for today's meeting. The Chairman and Vice-Chairman were both absent due to medical issues.

MINUTES

On a motion by Mitchell and a second by Farmer, the Board voted unanimously to approve the following sets of minutes as presented:

- (1) January 04, 2016 – Regular Meeting
- (2) January 19, 2016 – Regular Meeting

TAX

On a motion by Mitchell and a second by Farmer, the Board voted unanimously to approve the following Tax Releases for the month of February, 2016, as well as the Vehicle Tax Releases for the month of January, 2016, and the Tax Collection Percentage Report:

TOTAL VALUE APPROVED THIS REPORT (2015 LEVY)	23,950,284.00
TOTAL TAX RELEASED THIS REPORT (2015 LEVY)	202,578.56
TOTAL VALUE APPROVED THIS REPORT (PRIOR LEVY)	00.00
TOTAL TAX RELEASED THIS REPORT (PRIOR LEVY)	4,457.64
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE 2015)	75.00
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2015)	75.00
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE 2014)	00.00

TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2014)	00.00
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
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

PERSONNEL

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

<u>Name</u>	<u>Department</u>
Dillon B. Williams	Emergency Services
Cherry Alberta Archer	Facilities
Linda Morris	E-911

Memo #8443 (Recognition of C. S. Brown High School STEM Students) was put on hold until they arrive at the meeting.

Memos #8444 and #8445 were postponed until the next meeting per a request from the Chairman, on a motion by Mitchell and a second by Farmer.

COUNTY BUILDINGS

The bid opening was held for the Hertford County Office Building #1 Renovation Project on February 9, 2016. JKF Architecture recommends awarding the bid to American Builders. Although the initial apparent low bidder was PRO Construction, they failed to submit the proper bid form, listing all subcontractors, which was deemed a material omission, disqualifying their bid.

On a motion by Farmer and a second by Mitchell, the Board voted unanimously to award the bid for the Hertford County Office Building #1 Renovation Project to American Builders in the amount of \$2,208,000 pending approval from the Local Government Commission.

At this time, John K. Farkas with JKF Architecture, arrived at the meeting and made some comments to the Board.

PUBLIC HEARINGS/COUNTY BUILDINGS

On a motion by Mitchell and a second by Farmer, the Board voted unanimously to schedule a Public Hearing for March 21, 2016, at 7:30 P.M. to receive citizen comments regarding financing for the renovation of County Administration Office Building #1 Project in an amount not to exceed \$3,000,000 using installment financing.

RESOLUTIONS/COUNTY PROPERTY

On a motion by Mitchell and a second by Farmer, the Board voted unanimously to approve the following resolution as presented by M. Ray Wiggins, Assistant County Manager:

RESOLUTION APPROVING THE DISPOSITION OF SURPLUS PROPERTY ELECTRONICALLY THROUGH ONLINE AUCTION BY PUBLIC SURPLUS TM IN ACCORDANCE WITH G.S. 160A-270

WHEREAS, under G.S. 160A-270(C) a county may conduct auctions of real or personal property electronically by authorizing the establishment of an electronic auction procedure or by authorizing the use of existing private or public electronic auction services;

WHEREAS, this same statute requires the county to published at least once and not less than 10 days before the date of the auction;

WHEREAS, on Thursday, March 3, 2016 a notice of intent to dispose of surplus/unused property electronically was published in the Roanoke-Chowan News Herald, the Hertford County Website and the Hertford County Facebook Page;

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

1. The furniture/equipment items listed in Attachment 1 which are located in the County Administration Building 1, the old County Courthouse and the new County Courthouse; and
2. Said furniture/equipment is hereby to be auctioned electronically online by Public Surplus beginning Monday, March 14, 2016 through Monday, March 28, 2016.

Adopted this the 7th day of March 2016.

ATTACHMENT I

Hertford County Surplus Furniture List #2

- 1) Lot of 12 Plus Desks
- 2) Lot of 4 Credenza/Two w Hutch/Two w/o Hutch
- 3) Lot of 14 Bookcases
- 4) Lot of 19 File Cabinets
- 5) Lot of 27 Guest Chairs w and w/o Arms
- 6) Lot of 10 Wood Chairs
- 7) Lot of 9 Computer Stand/Tables w and w/o Hutch
- 8) Lot of 6 Supply Cabinets
- 9) Lot of 4 Folding Tables
- 10) Large Round Folding Table
- 11) Lot of 4 Wood Tables
- 12) Large 3 Shelf AV Stand
- 13) Mobile Wood Podium
- 14) Wood 10 Shelf Form/Document Holder
- 15) 4 Section 7 Shelf Wall Mounted Bookcase/Document Shelf
- 16) 2 Section 6 Shelf Wall Mounted Bookcase/Document Shelf
- 17) Large Metal Equipment/Entertainment Center
- 18) Large Equipment Table w Laminated Wood Top/Metal Base
- 19) 3 Section Large Wood Bookcase
- 20) Lot #1 of 6 Cherry Wood Desks w Pedestal Returns
- 21) Lot #2 5 Cherry Wood Desks w Pedestal Returns
- 22) Round Meeting Table

On a motion by Mitchell and a second by Farmer, the Board voted unanimously to approve the following resolution as presented by M. Ray Wiggins, Assistant County Manager:

**RESOLUTION APPROVING THE DECLARING OF SURPLUS PROPERTY
NO VALUE AND DISCARDING IN ACCORDANCE WITH G.S. 160A-266(D)**

WHEREAS, under G.S. 160A-266(D) a county may discard any personal property that: (i) is determined to have no value; (ii) remains unsold or unclaimed after the city has exhausted efforts to sell the property using any applicable procedure under this Article; or (iii) poses a potential threat to the public health or safety;

WHEREAS, this same statute does not require the county to publish notice of the intent to declare surplus property no value or publish intent to discard of surplus property declared no value;

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

1. The furniture/equipment items listed in Attachment I which are located in the County Administration Building 1, and the old County Courthouse;

2. Said furniture/equipment is hereby declared surplus property of no value, which may be discarded;
3. Said surplus property no value may be made available to citizens/public only after publishing at least once and not less than 10 days before allowing citizens/public to view/claim subject surplus property;
4. Surplus property of no value will be available to citizens/public for viewing/claiming on specified dates and times on a first come basis for a two week period only;
5. All remaining unclaimed surplus property no value will discarded at the County landfill following the 10 days said property is made available to citizens/public for viewing/claiming.

Adopted this the 7th day of March 2016.

ATTACHMENT I

Hertford County Surplus Furniture/Equipment No Value List

- 1) 38 Desks
- 2) Pressboard Credenza
- 3) 47 Chairs
- 4) 15 Pressboard Board Computer Tables
- 5) 8 Bookcases
- 6) Broken GEMCOM Printer
- 7) Broken Portable Lexmark Printer
- 8) Broken Portable HP Printer
- 9) Broken Texas Instruments Calculator
- 10) Broken HP 8550DN Color Laser Jet Printer
- 11) 2 Two Drawer Metal/Wood File Cabinets
- 12) 3 Metal File Sorter Bins
- 13) 2 Metal Equipment Tables
- 14) 9 Wood/Metal Tables
- 15) Broken Refrigerator/Freezer
- 16) Broken 22' Zennith TV
- 17) 30 Theater Style Row Chairs of 10

On a motion by Mitchell and a second by Farmer, the Board voted unanimously to amend the previous motion to allow citizens to claim any property before it is carried to the landfill for disposal.

The Notice of Intent to Declare Surplus Property No Value will be advertised on March 10. Ten days after publication, property would be made available to the public.

COUNTY MANAGER'S UPDATE

There was no update presented.

RESOLUTIONS/SCHOOLS

At this time, the Board returned to Memo #8443 now that the C. S. Brown High School STEM students had arrived at the meeting. Mrs. Keisha Peele, Principal, thanked the Board for allowing them to observe a County Commissioners' Meeting. Each student was allowed to introduce themselves to the Board and was followed by an excellent question and answer session.

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

RESOLUTION

WHEREAS, the C. S. Brown High School S.T.E.M. Program was established in 2013 as a means of infusing Science, Technology, Engineering and Mathematics through project-based learning to prepare our next generation of innovators; and,

WHEREAS, the S.T.E.M. Program seeks to proactively transform education and to build a world class workforce; and

WHEREAS, the S.T.E.M. Program continues to align with emerging industries and challenges their students in being participants of increasing society's economic prosperity; and,

WHEREAS, the S.T.E.M. Program seeks to inform and educate their students on the political process through critical thinking, observation, and participation through real-life and hands-on experiences in various fields of study; and,

WHEREAS, the S.T.E.M. Program considers the political and judicial processes critical to life lessons and meaningful experiences through their participation here today; and

WHEREAS, the Hertford County Board of Commissioners recognizes the C. S. Brown High School S.T.E.M. Program as an intricate role model in the Winton academic community, as well as the Hertford County Public School System; and

NOW, THEREFORE, the Hertford County Board of Commissioners resolves to embrace and engage the C. S. Brown High School S.T.E.M. Program in partnership in such areas as job shadowing, mentorships, internships, and cooperation in their academic pursuits.

This the 7th day of March, 2016.

COMMISSIONERS' COMMENTS

- Commissioner Mitchell remarked on what a great first impression the STEM students made and invited them back to visit anytime
- Commissioner Farmer shared that as a former teacher, he could tell the students were a joy to teach. He commended them on their great questions and reminded them that education is the key to success
- Commissioner Freeman echoed all the comments made and told them to listen to their teachers

On a motion by Farmer and a second by Mitchell, 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 Mitchell and a second by Farmer, the Board voted unanimously to adjourn the meeting.