

Minutes  
Regular Meeting  
Hertford County Board of Commissioners  
Multi-Purpose Room – Judicial Center  
Monday, October 3, 2016  
9:00 A.M.

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

Absent: None

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

Chairman Ronald J. Gatling called the meeting to order, and Commissioner Curtis A. Freeman, Sr., provided the invocation.

On a motion by Farmer and a second by Freeman, the Board voted unanimously to make the following amendments to the agenda:

- Move Memo #8582 behind County Manager's Update
- Add discussion on mosquito spraying prior to County Manager's Update

**CONSENT AGENDA**

On a motion by Mitchell and a second by Freeman, the Board voted unanimously to approve the consent agenda as follows:

- (1) Approval of Tax Refund
- (2) Approval of Land Transfer Tax Refund

The approved tax refund is as follows:

Refund in the amount of \$265.53 to Matt W. Rawls, 248 Jernigan Airport Road, Ahoskie, NC, 27910, due to taxpayer paid the tax bill 314A5992760488, account #27448 prior to debt setoff sending payment.

The approved land transfer tax refund is as follows:

Refund in the amount of \$1,675 to Godwin and Godwin, Attorneys at Law, Post Office Box 44, Gatesville, NC, 27938-0044, due to the fact that a land transfer tax was paid in error during a real estate closing.

## **PERSONNEL**

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

<u>Name</u>	<u>Department</u>
LaShauna McNeil	Social Services
Teresa Cherry	Public Facilities
Shaun Geldert	Sheriff's Office
John Timberlake	Sheriff's Office
Keri Parker	Human Resources

## **COUNTY BUILDINGS**

Mr. John Farkas, with JKF Architecture, reviewed the plans for the Maintenance Shop. Plans are estimating \$370,000 for building construction and \$144,000 for site development for an approximate \$75/square foot.

Mr. Farkas then updated the Board on the DSS Renovation Project, which is slightly ahead of schedule. In November, the employees working in the old section of the building will be moved to the new section in order to complete the remainder of the building. Completion of total project will be in January. The furniture has been ordered and will arrive in December.

## **WALKING TRAIL PROJECT**

Stephanie Parker-Helmkamp, Cooperative Extension Director, presented a bid for approval for the Walking Trail Project. The original bids came in overbid; therefore, resulting in negotiations with the low bidder. Section B of the map presented will not be completed at this time and sponsorships are being solicited to complete it.

On a motion by Freeman and a second by Lewter, the Board voted unanimously to approve the contractor as Tri-Co Grading, Inc., at a bid of \$72,000, for the Walking Trail Project and to authorize the County Manager to sign documents.

## **MOSQUITO CONTROL**

Discussion was held regarding spraying for mosquitos due to the recent large amount of rainfall. Mike Bradley, Public Works Director, was in the audience and assured the Board that his staff would take care of it.

## **COUNTY MANAGER'S UPDATE**

Loria D. Williams, County Manager, updated the board on bi-weekly payroll. She shared that employees had been met with and acknowledgement forms had been signed by all regarding being in receipt of information disseminated on bi-weekly payroll. As a result of the meetings, the employees chose October as the better transition month instead of January. She gave a special thanks to Leah Craddock for scheduling these meetings, as well as holding one-on-one meetings with employees.

## **COMMISSIONERS' COMMENTS**

- Chairman Gatling thanked all the employees, staff, and EAC members for the Family Fun Day event held recently
- Commissioner Farmer discussed the bad condition of the High School Road and would like it investigated as to who is responsible for repairs/paving
  - Shared there is grant money available for new terminal at airport
  - Presented letter to Governor for Chairman's signature asking for assistance cleaning ditches feeding into Ahooskie Creek

### **COUNTY ATTORNEY**

On a motion by Lewter and a second by Freeman, the Board voted unanimously to appoint Maria Jones with Revelle and Lee as Assistant County Attorney.

On a motion by Freeman and a second by Mitchell, the Board voted unanimously to recess Regular Session to go into a Closed Session as allowed under G. S. 143-318.11 (a) (3) to consult with the County Attorney.

### **CLOSED SESSION**

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

### **REGULAR SESSION**

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