

Minutes  
Regular Meeting  
Hertford County Board of Commissioners  
Multi-Purpose Room – Judicial Center  
Monday, November 7, 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 William F. Mitchell, Jr., provided the invocation.

**COMMISSIONERS**

On a motion by Lewter and a second by Mitchell, the Board voted unanimously to amend the agenda to approve the Designation of Applicant's Agent Resolution (FEMA) as Memo #8605-A after County Manager's Update.

At this time, Mrs. Amy Braswell, Ahooskie Chamber of Commerce Director, introduced Mr. Robert McCulloch with Enviva to the Board.

**CONSENT AGENDA**

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

- (1) Acceptance of Reports
  - a. Tax Releases – October, 2016
  - b. Tax Collection Percentage Report
- (2) Approval of Tax Refund

The approved tax releases are as follows:

TOTAL VALUE APPROVED THIS REPORT (2016 LEVY)	00.00
TOTAL TAX RELEASED THIS REPORT (2016 LEVY)	00.00
TOTAL VALUE APPROVED THIS REPORT (PRIOR LEVY)	00.00
TOTAL TAX RELEASED THIS REPORT (PRIOR LEVY)	00.00
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE 2016)	375.00
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2016)	375.00

TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE 2015)	00.00
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2015)	00.00
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

The approved tax refund is as follows:

Refund in the amount of \$162.13 to Wells Fargo Real Estate Tax Service, Attn: Financial Support Unit, MAC X2301-02C, 1 Home Campus, Des Moines, IA, 50328-0001. Vivian Lois Tyler Chavis paid the 2016 tax bill #16A6906872711 on August 15, 2016. The Tax Collector received payment from Wells Fargo Home Mortgage on October 24, 2016.

**PERSONNEL**

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

<u>Name</u>	<u>Department</u>
Jennifer Martin	Office of Aging
Alice Cherry	Social Services
Kendra White	Social Services
Kathleen Toure'	Finance
Michelle White	Finance

Mrs. Craddock recognized the Employee of the 1<sup>st</sup> Quarter nominees as follows:

- Pam Carr, Emergency Management
- Becky Castello, Cooperative Extension
- Ronnie Smith, Public Facilities
- Lisa Pope, Social Services

The Employee of the 1<sup>st</sup> Quarter winner was announced as Lisa Pope.

At this time, Commissioner Freeman gave the floor to Sheriff Hayes. Sheriff Hayes shared stories of heroism performed by his deputies during Hurricane Matthew in October. These deputies were John Parker, Michael Stephenson, William Lassiter, and John Timberlake.

### **REGISTER OF DEEDS**

Melanie Storey, Register of Deeds, made a presentation to the Assistant Register of Deeds Elvira Spiers and Deputy Register of Deeds LaTiaLewter. They both had become certified in their positions, which is not a requirement of their job. In the history of the Hertford County Register of Deeds Office, this is the first time these certifications have been obtained. Mrs. Storey has also become certified as a Register of Deeds in 2012 and obtained advanced certification in 2016.

### **TAX**

Ms. Brenda Copeland, taxpayer, appealed the decision of the Hertford County Tax Assessor that denied 2016 continued eligibility for Use Value Taxation and therefore recapture of Deferred Taxes on Parcels 5994-69-1590, 5944-50-9919, 5994-41-3167, and 5993-20-4911 for the years 2013, 2014 and 2015, under NCGS 105-277.4, based upon Taxpayer's failure to provide a complete application, specifically required income information from sale of crops on the cropland, as specified in NCGS 105-277.3(a).

Ms. Copeland explained that she became sole owner of the property upon the death of her husband, and he had previously handled all farm matters. She acknowledged receiving some notices from the Tax Office about the application and necessary information to be provided, but denied receiving the final ten-day letter of June 27. Taxpayer had talked to the farm tenant who told her he would get information to the Tax Office, but he did not do so until October 18, after the recapture assessment was completed.

Sylvia Anderson, Tax Assessor, provided a timeline from December 21, 2015, through October 24, 2016, with copies of documents, and outlined numerous attempts to get Taxpayer to provide information, which should have been completed by January 31, 2016. The Assessor indicated she worked with people to give extra time whenever possible, but eventually had to make a decision based on the information available. She also indicated that the June 27 letter was not returned, and other mailed documents had been received by taxpayer.

Upon motion of Commissioner Freeman, and a second by Commissioner Lewter, the Board voted 4-1 to: Deny the appeal of Brenda B. Copeland, and uphold the decision of the Tax Assessor which denied 2016 Use Value Taxation and assessed recapture of 2013, 2014, and 2015 Deferred Taxes on the referenced four parcels, for failure of taxpayer to show good cause for not providing necessary information to the Tax Assessor in timely manner. Commissioner Farmer opposed the motion.

### **FIRE MARSHAL**

Stan Dixon, concerned citizen, was present to appeal a decision made by the Fire Marshal for charging him re-inspection fees. The Fire Marshal's Office had made numerous re-inspections of Mr. Dixon's property during the process of correcting violations. Mr. Dixon was also not in agreement with being charged fees on two businesses (Town & College Cleaners and The Wash Tub). Mr. Dixon stated these businesses are in the same building with the same address and that he has one sales tax identification number and pays property tax on one business.

Chris Smith, Fire Marshal, shared with the Board that the deficiencies have now been corrected and explained that he did not have the authority to not charge him.

On a motion by Mitchell and a second by Lewter, the Board voted unanimously to uphold the decision of the Fire Marshal and deny the request to appeal the re-inspection fees.

**TRILLIUM**

Mr. Bland Baker, Trillium Northern Regional Director, presented the Trillium Health Resources Annual Report.

**BUDGET AMENDMENTS**

On a motion by Freeman and a second by Mitchell, the Board voted unanimously to approve the following FY 2016-2017 Hertford County Budget Ordinance General Fund Amendment #3 as presented by Robbin Stephenson, Finance Director:

AMENDMENT TO HERTFORD COUNTY BUDGET ORDINANCE  
FY 2016-2017  
AMENDMENT #3

BE IT ORDAINED by the Governing Board of the County of Hertford, North Carolina, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2017:

**Section 1** to amend the General Fund by functions, the appropriations are to be changed as follows:

**General Government**

	Account	Account	Comment	Amount	Amount
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Department	Number	Description	Increase	Decrease
Administration	Part-time Salary		Pay for Consulting Fees	16,148
Finance	Full Time Salaries		Pay for Restructuring of the Finance Department	32,664
	<b>Total</b>			48,812

<b>Public Safety</b>					
Department	Account Number	Account Description	Comment	Amount Increase	Amount Decrease
Sheriff Department	10-4180-5352-01	Main and Repair - Veh	Insurance proceeds	1,938	
Jail	10-4190-5194-00	Commissary Expenses	To pay bills out of Gen. Fund	10,000	
Emergency Services	10-4205-5352-01	Main and Repair - Veh	Insurance proceeds	696	
	<b>Total</b>			12,634	

<b>Econ/Phy Dev.</b>					
Department	Account Number	Account Description	Comment	Amount Increase	Amount Decrease
	<b>Total</b>				

<b>Human Services</b>					
Department	Account Number	Account Description	Comment	Amount Increase	Amount Decrease
DSS	10-4410-4196-04	Miscellaneous Expense	Need to reissue SA funds received from Family Care Homes	1,880	
	<b>Total</b>			-	

<b>Education</b>					
Department	Account Number	Account Description	Comment	Amount Increase	Amount Decrease

	<b>Total</b>				
<b>Other</b>					
Department	Account Number	Account Description	Comment	Amount Increase	Amount Decrease
	<b>Total</b>				
<b>Total Expenditures</b>				<b>\$63,326.00</b>	

**Section 2** to amend the General Fund by functions, the revenues are to be changed as follows:

Department	Account Number	Account Description	Comment	Amount Increase	Amount Decrease
Miscellaneous Revenue	10-0100-4155-00	Insurance Claims	To amend the budget for insurance proceeds	2,634	
Restricted Intergov.-DSS	10-0063-4196-04	Refunds	Reissue SA funds	1,880	
Sales and Services	10-0080-4145-06	Jail-Profit From Canteen	To pay bills out of Gen. Fund	10,000	
Fund Bal. Approp.	10-0112-4485-00	Fund Bal. Approp.	Consulting/Restructuring Finance	48,812	
<b>Total Revenues</b>				<b>\$63,326.00</b>	

This will result in a net increase/decrease of \$63,326 in the expenditures of the General Fund. To provide the additional revenue for these expenditures, the revenues will increase/decrease by the same amount of \$63,326. These additional revenues have already been received.

Adopted this 7th day of November, 2016.

On a motion by Mitchell and a second by Lewter, the Board voted unanimously to approve the following FY 2016-2017 Hertford County Budget Ordinance Enterprise Fund Amendment #1 as presented by Robbin Stephenson, Finance Director:

AMENDMENT TO HERTFORD COUNTY BUDGET ORDINANCE  
 FY 2016-2017  
 ENTERPRISE FUND AMENDMENT #1

BE IT ORDAINED by the Governing Board of the County of Hertford, North Carolina, that the following amendment be made to the budget ordinance for the fiscal year ending June 30, 2017:

**Section 4**, amend the Solid Waste Enterprise Fund, the appropriations are to be changed as follows:

Department	Account Number	Account Description	Comment	Amount Increase	Amount Decrease
Solid Waste	62-4690-5690-15	Cont. Serv. - E-W	Pay for electronics disposal	30,000	
	62-4690-5510-03	Capital Outlay-Building	Building for Equipment	62,000	
Department	Account Number	Account Description	Comment	Amount Increase	Amount Decrease
Northern Water District	65-4700-5510-03	Capital Outlay-Building	Building for Equipment	62,000	
Department	Account Number	Account Description	Comment	Amount Increase	Amount Decrease
Southern Water District	66-4710-5510-03	Capital Outlay-Building	Building for Equipment	62,000	
<b>Total Expenses</b>				216,000	

**Section 5**, amend the Solid Waste Enterprise Fund, the revenues are to be changed as follows:

Department	Account Number	Account Description	Comment	Amount Increase	Amount Decrease
Solid Waste	62-0117-4495-62	FB Appropriated	Pay for electronic disposals	92,000	

			and equip. building		
Northern Water District	65-0118-4485-00	FB Appropriated	Building for Equipment	62,000	
Southern Water District	66-0119-4485-01	FB Appropriated	Building for Equipment	62,000	
<b>Total Revenues</b>				216,000	

This will result in a net increase/decrease of \$216,000 in the expenditures of the Solid Waste Enterprise Fund. To provide the additional revenue for these expenditures, the revenues will increase/decrease by the same amount of \$216,000.

Adopted this 7th day of November, 2016.

**PERSONNEL/FINANCE**

On a motion by Mitchell and a second by Farmer, the Board voted unanimously to hire the new Finance Director above the hiring rate at \$76,000. Sandra Pittman will begin work on December 19, 2016.

**COUNTY PROPERTY/TAX FORECLOSURES**

On a motion by Farmer and a second by Mitchell, the Board voted unanimously to accept a bid offer in the amount of \$6,820 from Daniel Batista da Silva and Emmeline M. Albuquerque on the Elizabeth Dickens tax foreclosure property (PIN #5943-39-9982) and authorize the County Attorney to advertise for upset bids.

**BOARD APPOINTMENTS**

On a motion by Freeman and a second by Mitchell, the Board voted unanimously to approve the advertisement for Board Vacancies as follows:

**HERTFORD COUNTY  
BOARD VACANCIES**

Hertford County has the following Board vacancies. All interested citizens may download an application at [www.hertfordcountync.gov](http://www.hertfordcountync.gov) or contact Shelia W. Matthews, Clerk to the Board, at 358-7805 for an application. Deadline for applications will be Tuesday, November 22, 2016:

<u>Board</u>	<u>Positions Available</u>
Citizen Award Nomination Committee	3
Economic Development Commission	3
Industrial Facilities & Poll.Control Financing Auth.	2
Joint Community Advisory Committee	3
Mid-East Board (Minority Rep. and Regular Member)	2
Planning/Zoning Board	2
Veterans Advisory Council	7



On a motion by Freeman and a second by Mitchell, the Board voted unanimously to recess Regular Session to enter into the Governing Board of the Northern Rural Water District.

**NORTHERN RURAL WATER DISTRICT GOVERNING BOARD**

The Board of Commissioners for the County of Hertford, North Carolina, in its capacity as the governing body of Northern Rural Water District, held a regular meeting in the Multi-Purpose Room of the Judicial Center located at 119 Justice Drive in Winton, North Carolina, the regular place of meeting, at 9:00 a.m. on November 7, 2016.

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

Absent: None

Also Present: 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

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Chairman Gatling introduced the following resolution the title of which was read and a copy of which had been previously distributed to each Commissioner:

**RESOLUTION MAKING CERTAIN FINDINGS AND DETERMINATIONS AND AUTHORIZING AND RATIFYING THE FILING OF AN APPLICATION WITH THE LOCAL GOVERNMENT COMMISSION IN CONNECTION WITH THE PROPOSED ISSUANCE OF GENERAL OBLIGATION REFUNDING BONDS BY THE NORTHERN RURAL WATER DISTRICT**

BE IT RESOLVED by the Board of Commissioners (the “Board”) for the County of Hertford, North Carolina, in its capacity as the governing body of Northern Rural Water District (the “District”):

Section 1. The Board does hereby determine that:

(a) Preliminary analysis has been made to demonstrate a benefit of refunding all or a portion of the District’s outstanding (i) Series A Water Bonds, dated October 27, 1997 (the “1997A Bond”), and (ii) Series B Water Bonds, dated October 27, 1997 (the “1997B Bond”).

(b) The District wishes to commence the procedures for the issuance of not to exceed \$2,250,000 General Obligation Refunding Bonds of the District (the “Bonds”) for the purpose of

providing funds, together with any other available funds, to refund all or a portion of the outstanding 1997A Bond and 1997B Bond and to pay the related financing costs.

(c) The annual audits of the District show the District to be in strict compliance with debt management policies and that the budgetary and fiscal management policies are in compliance with law.

Section 2. The filing by the District of an application with the North Carolina Local Government Commission for approval of the issuance of the Bonds in an aggregate principal amount not to exceed \$2,250,000 is hereby authorized, ratified and approved. The District also hereby requests that the Bonds be sold by the North Carolina Local Government Commission by private negotiated sale.

Section 3. The law firm of Womble Carlyle Sandridge & Rice, LLP is hereby appointed to serve, but solely at the pleasure of the Board, as bond counsel to the District in connection with the sale and issuance of the Bonds.

Section 4. This resolution shall take effect immediately upon its adoption.

Upon motion of Commissioner Lewter, and seconded by Commissioner Freeman, the resolution entitled "RESOLUTION MAKING CERTAIN FINDINGS AND DETERMINATIONS AND AUTHORIZING AND RATIFYING THE FILING OF AN APPLICATION WITH THE LOCAL GOVERNMENT COMMISSION IN CONNECTION WITH THE PROPOSED ISSUANCE OF GENERAL OBLIGATION REFUNDING BONDS BY THE NORTHERN RURAL WATER DISTRICT" was adopted by the following vote:

Ayes: Gatling, Lewter, Farmer, Freeman, and Mitchell

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Noes: None

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Thereupon, Chairman Gatling introduced the following order authorizing bonds, the title of which was read and a copy of which had been previously distributed to each Commissioner:

**ORDER AUTHORIZING \$2,250,000 GENERAL OBLIGATION  
REFUNDING BONDS**

BE IT ORDERED by the Board of Commissioners for the County of Hertford, North Carolina, in its capacity as the governing body of Northern Rural Water District:

1. That pursuant to The Local Government Bond Act, as amended, the Northern Rural Water District is hereby authorized to contract a debt, in addition to any and all other debt which said District may now or hereafter have power and authority to contract, and in evidence thereof to issue General Obligation Refunding Bonds in an aggregate principal amount not exceeding

\$2,250,000 for the purpose of providing funds, together with any other available funds, to (a) refund all or a portion of the District's outstanding (i) Series A Water Bond, dated October 27, 1997, and (ii) Series B Water Bond, dated October 27, 1997, and (b) pay certain financing costs related thereto.

2. That taxes shall be levied in an amount sufficient to pay the principal of and the interest on said bonds.

3. That a sworn statement of debt of said District has been filed with the Clerk to the Board of Commissioners for said District and is open to public inspection.

4. That this order shall take effect upon adoption.

The Board thereupon designated the Finance Director of the District to make and file with the Clerk to the Board of Commissioners the sworn statement of debt of the District which is required by The Local Government Bond Act, as amended, to be filed after the bond order has been introduced. The Board also designated the Finance Director of the District to file with the Clerk to the Board of Commissioners the statement of total estimated interest which is required by The Local Government Bond Act, as amended, to be filed with the Clerk to the Board of Commissioners at the time the bond order is introduced and further directed the Clerk to the Board of Commissioners to file a copy of such statement with the Local Government Commission.

Thereupon, the Finance Director of the District caused to be filed with the Clerk to the Board of Commissioners, in the presence of the Board, the sworn statement of debt and the statement of total estimated interest as so required.

Upon motion of Commissioner Freeman, and seconded by Commissioner Lewter, the order entitled "ORDER AUTHORIZING \$2,250,000 GENERAL OBLIGATION REFUNDING BONDS" was adopted by the following vote:

Ayes: Gatling, Lewter, Farmer, Freeman, and Mitchell

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Noes: None

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The Clerk to the Board of Commissioners was thereupon directed to publish the aforementioned order, together with the appended statement as required by The Local Government Bond Act, as amended, once in the Roanoke-Chowan News-Herald.

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I, Shelia W. Matthews, Clerk to the Board of Commissioners for the County of Hertford, North Carolina, in its capacity as the governing body of Northern Rural Water District, DO HEREBY CERTIFY that the foregoing is a true copy of so much of the proceedings of said Board for said District at a regular meeting held on November 7, 2016, as relates in any way to the introduction and adoption of the foregoing resolution and bond order authorizing the issuance of general obligation refunding bonds of said District.

I DO HEREBY FURTHER CERTIFY that proper notice of such regular meeting was given as required by North Carolina law.

WITNESS my hand and the official seal of said District this 7<sup>th</sup> day of November, 2016.

On a motion by Mitchell and a second by Lewter, the Board voted unanimously to leave the Governing Board of the Northern Rural Water District and return to Regular Session.

**REGULAR SESSION**

On a motion by Lewter and a second by Mitchell, the Board voted unanimously to recess Regular Session and enter into the Governing Board of the Southern Rural Water District.

**SOUTHERN RURAL WATER DISTRICT GOVERNING BOARD**

The Board of Commissioners for the County of Hertford, North Carolina, in its capacity as the governing body of Southern Rural Water District, held a regular meeting in the Multi-Purpose Room of the Judicial Center located at 119 Justice Drive in Winton, North Carolina, the regular place of meeting, at 9:00 a.m. on November 7, 2016.

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

Absent: None

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Also Present: 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

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Chairman Gatling introduced the following resolution the title of which was read and a copy of which had been previously distributed to each Commissioner:

**RESOLUTION MAKING CERTAIN FINDINGS AND DETERMINATIONS AND AUTHORIZING AND RATIFYING THE FILING OF AN APPLICATION WITH THE LOCAL GOVERNMENT COMMISSION IN CONNECTION WITH THE PROPOSED ISSUANCE**

**OF GENERAL OBLIGATION REFUNDING BONDS BY THE SOUTHERN RURAL WATER DISTRICT**

BE IT RESOLVED by the Board of Commissioners (the "Board") for the County of Hertford, North Carolina, in its capacity as the governing body of Southern Rural Water District (the "District"):

Section 1. The Board does hereby determine that:

(a) Preliminary analysis has been made to demonstrate a benefit of refunding all or a portion of the District's outstanding (i) Water Bond, dated June 23, 1997 (the "1997 Bond"), (ii) Water Bond, Series 2001A, dated July 23, 2001 (the "2001A Bond"), and (iii) Water Bond, Series 2001B dated July 23, 2001 (the "2001B Bond").

(b) The District wishes to commence the procedures for the issuance of not to exceed \$4,500,000 General Obligation Refunding Bonds of the District (the "Bonds") for the purpose of providing funds, together with any other available funds, to refund all or a portion of the outstanding 1997 Bond, 2001A Bond and 2001B Bond and to pay the related financing costs.

(c) The annual audits of the District show the District to be in strict compliance with debt management policies and that the budgetary and fiscal management policies are in compliance with law.

Section 2. The filing by the District of an application with the North Carolina Local Government Commission for approval of the issuance of the Bonds in an aggregate principal amount not to exceed \$4,500,000 is hereby authorized, ratified and approved. The District also hereby requests that the Bonds be sold by the North Carolina Local Government Commission by private negotiated sale.

Section 3. The law firm of Womble Carlyle Sandridge & Rice, LLP is hereby appointed to serve, but solely at the pleasure of the Board, as bond counsel to the District in connection with the sale and issuance of the Bonds.

Section 4. This resolution shall take effect immediately upon its adoption.

Upon motion of Commissioner Freeman, and seconded by Commissioner Mitchell, the resolution entitled "RESOLUTION MAKING CERTAIN FINDINGS AND DETERMINATIONS AND AUTHORIZING AND RATIFYING THE FILING OF AN APPLICATION WITH THE LOCAL GOVERNMENT COMMISSION IN CONNECTION WITH THE PROPOSED ISSUANCE OF GENERAL OBLIGATION REFUNDING BONDS BY THE SOUTHERN RURAL WATER DISTRICT" was adopted by the following vote:

Ayes: Gatling, Lewter, Farmer, Freeman, and Mitchell

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Noes: None

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Thereupon, Chairman Gatling introduced the following order authorizing bonds, the title of which was read and a copy of which had been previously distributed to each Commissioner:

**ORDER AUTHORIZING \$4,500,000 GENERAL OBLIGATION REFUNDING BONDS**

BE IT ORDERED by the Board of Commissioners for the County of Hertford, North Carolina, in its capacity as the governing body of Southern Rural Water District:

1. That pursuant to The Local Government Bond Act, as amended, the Southern Rural Water District is hereby authorized to contract a debt, in addition to any and all other debt which said District may now or hereafter have power and authority to contract, and in evidence thereof to issue General Obligation Refunding Bonds in an aggregate principal amount not exceeding \$4,500,000 for the purpose of providing funds, together with any other available funds, to (a) refund all or a portion of the District's outstanding (i) Water Bond, dated June 23, 1997, (ii) Water Bond, Series 2001A, dated July 23, 2001, and (iii) Water Bond, Series 2001B, dated July 23, 2001, and (b) pay certain financing costs related thereto.

2. That taxes shall be levied in an amount sufficient to pay the principal of and the interest on said bonds.

3. That a sworn statement of debt of said District has been filed with the Clerk to the Board of Commissioners for said District and is open to public inspection.

4. That this order shall take effect upon adoption.

The Board thereupon designated the Finance Director of the District to make and file with the Clerk to the Board of Commissioners the sworn statement of debt of the District which is required by The Local Government Bond Act, as amended, to be filed after the bond order has been introduced. The Board also designated the Finance Director of the District to file with the Clerk to the Board of Commissioners the statement of total estimated interest which is required by The Local Government Bond Act, as amended, to be filed with the Clerk to the Board of Commissioners at the time the bond order is introduced and further directed the Clerk to the Board of Commissioners to file a copy of such statement with the Local Government Commission.

Thereupon, the Finance Director of the District caused to be filed with the Clerk to the Board of Commissioners, in the presence of the Board, the sworn statement of debt and the statement of total estimated interest as so required.

Upon motion of Commissioner Lewter, and seconded by Commissioner Mitchell, the order entitled "ORDER AUTHORIZING \$4,500,000 GENERAL OBLIGATION REFUNDING BONDS" was adopted by the following vote:

Ayes: Gatling, Lewter, Farmer, Freeman, and Mitchell

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Noes: None

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The Clerk to the Board of Commissioners was thereupon directed to publish the aforementioned order, together with the appended statement as required by The Local Government Bond Act, as amended, once in the Roanoke-Chowan News-Herald.

\* \* \* \* \*

I, Shelia W. Matthews, Clerk to the Board of Commissioners for the County of Hertford, North Carolina, in its capacity as the governing body of Southern Rural Water District, DO HEREBY CERTIFY that the foregoing is a true copy of so much of the proceedings of said Board for said District at a regular meeting held on November 7, 2016, as relates in any way to the introduction and adoption of the foregoing resolution and bond order authorizing the issuance of general obligation refunding bonds of said District.

I DO HEREBY FURTHER CERTIFY that proper notice of such regular meeting was given as required by North Carolina law.

WITNESS my hand and the official seal of said District this 7<sup>th</sup> day of November, 2016.

On a motion by Freeman and a second by Lewter, the Board voted unanimously to leave the Governing Board of the Southern Rural Water District and return to Regular Session.

## **REGULAR SESSION**

### **RESOLUTIONS**

On a motion by Freeman and a second by Mitchell, the Board voted unanimously to approve the Resolution of Designation of Applicant's Agent (FEMA) as presented. This resolution designates Loria D. Williams as Primary Agent and Chris Smith as Secondary Agent.

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

The County Manager shared with the Board a couple of letters commending the Register of Deeds on a job well done that had been received by citizens.

The County Manager had met with Dr. Melendez in reference to renting a portion of R. L. Vann. She needs to look at the square footage and bring back a lease proposal at a future meeting.

### **COMMISSIONERS' COMMENTS**

- Commissioner Freeman thanked everyone for the cards and prayers during the loss of his sister-in-law; he also wanted an update on the DSS renovation project

and was told that January 31<sup>st</sup> was the substantial completion date; Freeman also expressed his displeasure in all law enforcement agencies in the county closing their doors at 5:00 P.M. each day. Someone needs to be stationed at these facilities 24 hours a day. He has already discussed this with the Sheriff, but the Towns can't be made to do it.

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**

#### **PUBLIC HEARING/COUNTY PROPERTY**

On a motion by Freeman and a second by Mitchell, the Board voted unanimously to approve holding a Public Hearing on November 21, 2016, at 7:15 P.M. for the purpose of receiving public comments on a proposed contract to purchase the Edwards property located at 418 Everett Street, Ahoskie, NC, which involves installment financing and purchasing.

#### **FEMA/COUNTY PROPERTY**

On a motion by Freeman and a second by Lewter, the Board voted unanimously to authorize the licensure/use of the parking area of the County Government Center to FEMA through November 18, 2016, under document proposed by FEMA and approved by the County Attorney.

#### **PUBLIC HEARING/FOUNDATION FOR AFFORDABLE HOUSING**

On a motion by Mitchell and a second by Lewter, the Board voted unanimously to hold a Public Hearing on Monday, November 21, 2016, during the evening meeting, at a time set by the Foundation for Affordable Housing, for the purpose of receiving public comments on a proposal by the Foundation for Affordable Housing for financing renovations of housing units in Hertford County on a tax-exempt basis.

#### **PERSONNEL**

On a motion by Mitchell and a second by Freeman, the Board voted to approve a bonus in the amount of \$50 for all permanent part-time employees. Commissioner Farmer opposed this motion.

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