

**Minutes
Regular Meeting
Hertford County Board of Commissioners
Multi-Purpose Room – Judicial Center
Monday May 7, 2018
9:00 A.M.**

Present: Curtis A. Freeman, Sr., John D. Horton, Ronald J. Gatling., and Johnnie R. Farmer

Absent: William F. Mitchell, Jr.

Also Present with the Board: Loria D. Williams, County Manager; Attorney Chuck Revelle, Juan Vaughan, II, Assistant County Manager; and Teresa Cowan, Clerk to the Board

Chairman Curtis Freeman called the meeting to order and Rev. Croom provided the invocation.

CONSENT AGENDA

On a motion by Com. Gatling and a second by Com. Horton, the Board voted unanimously to approve the Consent agenda as follows:

1. The minutes for April 16, 2018 were approved.
2. The Tax Returns were approved as follows:

| | | |
|--|---|--|
| <p>An Unclaimed Property check was received for Geraldine Mizzell in the amount of \$625.35. By the time this check arrived, a payment had been posted to the account making the balance due less than the amount received. A refund is requested to return to Ms. Mizzell in the amount of \$338.85</p> <p>Geraldine Mizzell \$338.85</p> | <p>Ashley Cooper was hit twice by enforced means of collections. She was garnished and then the Debt Setoff Program sent us money for her delinquent taxes. The amount sent was over the amount that was currently owed. Ms. Cooper is due a refund of \$216.72</p> <p>Ashley Cooper \$216.72</p> | <p>An Unclaimed Property check was received for Blanche Harrell Gipson in the amount of \$679.24. By the time this check arrived, the delinquent account balance had been paid in full. Legal guardian has requested we process a refund to State of Blanche Gipson.</p> <p>State of Blanche Gipson \$679.24</p> |
| <p>The NC Debt Setoff Program pulled the wrong taxpayer's refund check. Upon investigation, the social security numbers didn't match the delinquent taxpayer on Hertford County records.</p> <p>James Jones \$349.00</p> | <p>Kelbert Harper was hit twice by enforced means of collections. NC Department of Treasurer sent us money due to Unclaimed Property then the Debt Setoff Program sent money for his delinquent taxes as well. The amount sent was over the amount that was currently owed. Mr. Harper is due a refund of \$245.42</p> <p>Kelbert Harper \$245.42</p> | <p>A watershed reassessment was done on Bill #17A5995323833. When billed, the owner was assessed \$305.74 betterment to HF, when they should have only been billed for the portion within the watershed boundaries which is \$146.31. The bill has been paid in full. Therefore a refund is requested in the amount of \$159.43 due to an incorrect watershed reassessment.</p> <p>Deborah Pope Simmons \$159.43</p> |
| <p>The Debt Setoff Program pulled the wrong person and issued us their NC State Refund for delinquent Ad Valorem taxes. We have proof that this is the wrong person therefore a refund should be issued back to Randy Lassiter. Payee: Randy Lassiter Amount: \$330.99</p> | | |

GOVERNMENT VOLUNTEER AWARD

Governor Roy Cooper recognizes extinguished volunteer recipients in the state of North Carolina. Rebecca Castello employee of Cooperative Extension presented Mrs. Carolyn Earley Brinkley with the 2018 Government Volunteer Award for her years of service. She was recognized by Mrs. Sylvia Anderson for working in the tax department for over 45 years. The commissioners were very familiar with the work that she had done for Hertford County, and thanked her for her service. There were others in the county who spoke on her behalf.

On a motion by Com. Gatling and a second by Com. Farmer, the Board voted unanimously to approve Budget Amendment #30 as presented by Sandy Pittman, Finance Director.

| AMENDMENT TO HERTFORD COUNTY BUDGET ORDINANCE FISCAL YEAR 2017-2018 | | | | |
|---|----------------|----------------------------|--|-----------------|
| 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, 2018: | | | | |
| REVENUE: | | | | |
| Department | Account Number | Account Description | Amount Increase | Amount Decrease |
| Revenue | 100102 415942 | Transfer from Fund 42 | \$ 26,045 | |
| Total Changes in Revenue | | | \$ 26,045 | \$ - |
| | | | Net Change in Revenue \$26,045 | |
| EXPENDITURE: | | | | |
| Department | Account Number | Account Description | Amount Increase | Amount Decrease |
| Administration | 104120 551001 | Capital Outlay - Buildings | \$ 26,045 | |
| Total Changes in Expenditures | | | \$ 26,045 | \$ - |
| | | | Net Change in Expenditures \$26,045 | |
| Explanation: | | | | |
| To budget funds transferred back to the General Fund from Office Building #1 Capital Project close-out. Funds will be added to the budget for the renovation of the new Aging and Elections site for the purchase of furniture. | | | | |
| | | | Amendment # | 30 |
| | | | Approved: | |
| | | | Posted: | |
| Finance Director | Date | | | |

ANNOUNCEMENT OF EMPLOYEE OF THE 3RD QUARTER NOMINEES AND WINNER

The Nominees for Employees of 3rd Quarter were Mrs. Kimberly Smith of EMS and Ms. Shelwanda White of DSS. Mrs. Smith was nominated by her department manager Mr. James Broglin. Ms. White was nominated by her department manager Mrs. Brenda Brown. Ms. White was also the winner of the 3rd Quarter and received a check of \$250. Mrs. Williams, County Manager thanked them, stating that Kimberly had been with the county for 14 years and Shelwanda for a short length of time, yet these ladies are heavily relied on and help hold the county together. The commissioners expressed their appreciation of the work that Mrs. Smith and Ms. White had done.

HERTFORD COUNTY HEALTH AUTHORITY UPDATE

On a motion by Com. Gatling and a second by Com. Horton, the Board voted unanimously to move the update until Closed Session for discussion of legal issues.

REVITALIZATION OF HERTFORD COUNTY/TOURISM

Ms. Amy Braswell, Executive VP of the Chamber of Commerce in Ahoskie, explained the establishment of a visitor center/museum. She discussed the planning of activities such as tours of historical areas, camp sites, cultural events and genealogy research. Ms. Ruth Akwright, cultivator has been in historic preservation for 40 years and states that we need energy to get people to visit Hertford County.

Chairman Freeman was excited about the visitor center.

Commissioner Farmer thought that Ahoskie had not done historical preservation well.

Commissioner Horton is looking forward to working with the Chamber of Commerce.

Commissioner Gatling stated that Hertford County had worked on this for two years strategically and had already met with the State of North Carolina and East Carolina. He would like to look at the bigger picture with all of the counties coming together.

PEANUT BELT RPO TRANSPORTATION COORDINATOR

Caleb E. Eller who is a Halifax employee is the new Transportation Coordinator for the Peanut Belt RPO. He explained to the Commissioners what the RPO does and how he assists in getting projects for state roads. He is also the coordinator for Bertie, Halifax and Northampton County. The Commissioners welcomed him. The County Manager stated that Hertford County has a lot of work and lobbying to do and we must watch the formulas so that we can be in the running.

COUNTY MANAGER UPDATES

NONE

COMMISSIONERS COMMENTS

NONE

On a motion by Com. Gatling and a second by Com. Farmer, the Board voted unanimously to go to the Board of Equalization and Review

BOARD OF EQUALIZATION & REVIEW

Mrs. Sylvia Anderson, Tax Assessor requested to adjourn the Board of E & R for 2018 with no appeals.

On a motion by Com. Gatling and a second by Com. Horton, the Board voted unanimously to approve the adjournment the 2018 Board of Equalization and Review with no appeals.

CLOSED SESSION

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

On a motion by Com. Farmer and a second by Com. Gatling, the Board voted unanimously to return to regular session.

HERTFORD COUNTY HEALTH AUTHORITY UPDATE

On a motion by Com. Horton and a second by Com. Gatling, the Board voted unanimously to grant Hertford County Health Authority an additional \$100,000 to carry them through June 30th 2018 with assistance of the following collectible monies:

1. Medicaid Cost Settlement-\$57,000
2. Sale of Home Health Care-\$141,000
3. Albemarle Regional Health Authority takes over payroll on June 15th 2018 for certain positions

On a motion by Com. Gatling and a second by Com. Farmer, the Board voted unanimously to approve Budget Amendment #31 as stated by Sandy Pitman, Finance Manager.

AMENDMENT TO HERTFORD COUNTY BUDGET ORDINANCE FISCAL YEAR 2017-2018

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, 2018:

REVENUE:

| Department | Account Number | Account Description | Amount Increase | Amount Decrease |
|---------------------------------|----------------|---------------------------|-------------------|-----------------|
| Revenue | 100112 448500 | Fund Balance Appropriated | \$ 100,000 | |
| Total Changes in Revenue | | | \$ 100,000 | \$ - |

| | |
|------------------------------|------------------|
| Net Change in Revenue | \$100,000 |
|------------------------------|------------------|

EXPENDITURE:

| Department | Account Number | Account Description | Amount Increase | Amount Decrease |
|--------------------------------------|----------------|------------------------------------|-------------------|-----------------|
| Health Department | 104300 563000 | Appropriation to Health Department | \$ 100,000 | |
| Total Changes in Expenditures | | | \$ 100,000 | \$ - |

| | |
|-----------------------------------|------------------|
| Net Change in Expenditures | \$100,000 |
|-----------------------------------|------------------|

Explanation:

To increase appropriation to Health Department per request dated April 16, 2018.

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|------------------|------|-------------|----|
| Finance Director | Date | Amendment # | 31 |
| | | Approved: | |
| | | Posted: | |

ADJOURNED