

**MINUTES
REGULAR MEETING
HERTFORD COUNTY BOARD OF COMMISSIONERS
MULTI-PURPOSE ROOM – JUDICIAL CENTER
MONDAY, NOVEMBER 5, 2018
9:00 AM**

PRESENT:

**Curtis A. Freeman, Sr.
William F. Mitchell, Jr.
Ronald J. Gatling
John D. Horton
Johnnie R. Farmer**

ALSO PRESENT WITH THE BOARD:

**Loria Williams, County Manager
Juan Vaughan, Asst. County Manager/
Clerk to the Board
Chuck Revelle, County Attorney**

Chairman Curtis Freeman called the Meeting to order and Commissioner Johnnie Farmer provided the invocation.

CONSENT AGENDA:

On a motion by Com. Mitchell and a second by Com. Farmer, the Board voted unanimously to approve the following Consent Agenda:

1. Approval of Regular Meeting Minutes for October 1, 2018
2. Approval of Collection Report Vehicle Tax
3. Approval of Collection Percentage Report Real-Personal Tax
4. Approval of Collection Report Real Personal Property Tax
5. Approval of North Carolina Vehicle Tax System Pending Refunds
6. Approval of Refund to NCACC

INTRODUCTION OF NEW HERTFORD COUNTY EMPLOYEES

Keri Askew introduced new County employees. The Commissioners welcomed them.

Hertford County Personnel Report November 5, 2018 Board Meeting

<u>Employees Hired</u>	<u>PT/FT</u>	<u>Department</u>	<u>Type</u>
Gracie Goss	FT	DSS	SW III/IAT
Aleshia Dillard	FT	DSS	SW II/ Intake/Home Services
Patrick Dilday	FT	EM	Deputy Director Emergency Management/Fire Marshal
Tameisha Bottoms	FT	E911	Dispatcher
Tiesha Perry	FT	E911	Dispatcher
Diana McClellan	FT	Register of Deeds	Deputy Register of Deeds
Cynthia Gatling	PT	Sheriff Dept	Bailiff
James Leigh	PT	Detention Center	Detention Officer
Cynthia Eley	PT	Public Buildings	Housekeeper
Randy Tann	PT	Solid Waste	Site Attendant

NC FOREST SERVICE'S ANNUAL ACCOMPLISHMENTS FOR FY 2017-18

Jason Odom, Hertford County Ranger – NC Forest Service, provided an update and highlighted accomplishments made FY 2017-18. The Commissioners thanked Mr. Odom for the update and his service to Hertford County.

RECOGNITION OF EMPLOYEE OF THE FIRST QUARTER FOR FY 2018-19

Keri Askew, Human Resources/Risk Management Director presented Marti Piland, Accounts Payable/Receivable Specialist, Employee of the First Quarter for FY 2018-19. The Commissioners congratulated and thanked Mrs. Piland for her hard work.

APPROVAL OF POSITION RECLASSIFICATIONS, TENURE ADJUSTMENTS & CERTIFICATIONS POLICY

On a motion by Com. Farmer and a second by Com. Mitchell, the Board voted unanimously to approve a one-grade increase from Grade 9 to Grade 10 for the positions below.

Position	Current Grade	Current Salary	New Grade	New Salary
Detention Officer (18 positions)	9	\$26,083.00	10	\$27,386.00
Dispatcher (12 positions)				
EMS – Basic (11 positions)				

On a motion by Com. Mitchell and second by Com. Farmer, the Board voted unanimously to approve compression adjustments based on tenure at the rate of 2% - 7.5% (based on years in position) to alleviate newly hired employees being close in pay to those with one or more years of service.

On a motion by Com. Farmer and a second by Com. Mitchell, the Board voted unanimously to reclassify the following DSS position to keep in line with the state salary plan and positions that fall within that grouping.

Position	Current Grade	Current Salary	New Grade	New Salary
Administrative Secretary III*	13	\$31,702.00	8	\$24,839.00

The board agreed to take no action on the Certifications Policy until the policy was presented.

On a motion by Com. Mitchell and a second by Com. Farmer, the Board voted unanimously to convene as the Board of the Hertford County Northern Rural System.

APPROVAL OF CONSTRUCTION PROJECT WITH T.A. LOVING – NORTHERN RURAL DISTRICT WATER IMPROVEMENT PROJECT

On a motion by Com. Mitchell and a second by Com. Farmer, the Board voted unanimously to approve the construction project between Hertford County Rural Water District and TA Loving Company.

On a motion by Com. Mitchell and a second by Com. Gatling, the Board voted unanimously to adjourn Hertford County Northern Rural System and return to Regular Session.

APPROVAL OF BID FOR BELCROSS BUILDING IN AHOSKIE

On a motion by Com. Mitchell and a second by Com. Horton, the Board voted unanimously to accept the bid of \$25,000 by Harold Seal for the Belcross Building after advertising and no upset bids were received during the upset bid period.

RESOLUTION AUTHORIZING REMOVAL OF DEED BOOK FOR REPAIR

On a motion by Com. Mitchell and a second by Com. Farmer, the Board voted unanimously to adopt the resolution authorizing the removal of deed book for repair.

AHOSKIE PLANNING BOARD APPOINTMENTS

On a motion by Com. Mitchell and a second by Com. Horton, the Board voted unanimously to appoint Andre Lassiter to serve a three-year term and Kerry Barr to serve a two-year term on the Ahoskie Planning Board as recommended by Mayor Jimmie Rowe.

COUNTY MANAGER'S COMMENTS

The County Manager stated that four letters of inquiry were submitted for a Golden Leaf Grant and one, the Cofield-Winton Sewer Project, was approved to proceed to the second round to apply for the full grant in the amount of \$950,000. The County Manager also stated that the Commissioner's request regarding residents on Jim Hardy Road has been reported to the Department of Transportation, which is sending the request to the Right of Way Division.

COMMISSIONER'S COMMENTS

Com. Horton expressed interest in learning more about the Redcross Advisory Committee.

Com. Gatling thanked everyone for providing assistance with making the Halloween Festival a success.

Com. Farmer stated that he and Com. Mitchell attending the funeral of Veteran Jarvis Godwin Outland at Riverside Cemetery in Murfreesboro, NC. Com. Farmer also stated that commissioners will need to be appointed to the commissioner seats that will be vacate upon his departure.

Com. Freeman thanked everyone who has supported him over the past 20 years and pledged his support to the existing and oncoming board members.

CLOSED SESSION

On a motion by Com. Farmer and a second by Com. Gatling, the Board voted unanimously to move to Closed Session.

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

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

On a motion by Com. Gatling and a second by Com. Horton, the Board voted unanimously to approve Budget Amendment 12.

On a motion by Com. Farmer and a second by Com. Horton, the Board voted unanimously that an employee going from a non-exempt to an exempt position may be paid out accumulated compensatory time at the time of transfer to the exempt position.

On a motion by Com. Gatling and a second by Com. Horton, the Board voted unanimously to adjourn the meeting.