

HERTFORD COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING
COMMISSIONER'S CHAMBERS/MULTI-PURPOSE ROOM – JUDICIAL CENTER

Monday, January 4, 2021 - 9:00 AM

Present: Com. Ronald J. Gatling, Chairman, Com. John D. Horton,
Vice-Chair Com. Leroy Douglas, Com. Andre` Lassiter, and

Absent: Com. William F. Mitchell, Jr.

Also Present with the Board: Mr. David B. Cotton, County Manager, Dr. Renee
Fleetwood, Clerk to the Board, Attorney Charles L Revelle,
III, County Attorney

Chairman Ronald J. Gatling called the meeting to order at 9:00 AM, welcomed everyone for their attendance, wished everyone present a Happy New Year and provided the Invocation.

CONSENT AGENDA

On a motion by Com. Leroy Douglas and a second by Vice-Chair John Horton, the Board unanimously approved the Consent Agenda as follows:

■ Approval of December 7, 2020 Minutes

■ Approval of Taxpayer Refunds:

1. \$8,212.32 SECU- Vendor # 14447 for over payment on accounts.
(The accounts were paid in full by tax payers for 2020 taxes.)
2. \$206.38 LGCU-Vendor# 14447 for overpayment on accounts.
(The account was paid in full by taxpayer for 2020 taxes)
3. \$198.18-Roy Bridgett- Vendor# 15630 for over payment on paid account.
(Account was paid in full on website #3976)
4. \$180.00-Joel Early-Vendor# 902303 for refund due to taxpayer paying bill then received a solid waste release.

■ Request Approval of December 2020 Tax Levy Releases

**RELEASES FOR MONTH ENDING
December 2020**


		LEVY	VALUE	TAX
AHOSKIE TOWNSHIP	NAME	YEAR	RELEASED	RELEASED
Bill#16890-2020-2020 Property is not habitable or is unoccupied with no electrical service during the period of July 1 through June 30 th of the taxable year.	Smallwood, Robert	2020		W01-\$90.00 W02-\$90.00
2604-2020-2020 27065-2019-2019 27065-2018-2018 27065-2017-2017 27065-2016-2017 27065-2015-2015 27065-2014-2014 Taxpayer failed to take care of his listings for the above years in which resulted in the taxation to the wrong taxpayer. The mobile home was double taxed in error.	Taylor, Elliott	2020 2019 2018 2017 2016 2015 2014	1769 1882 2002 2130 2270 2440 2550	G01-\$16.35 W01-\$90.00 W02-\$90.00 G01-\$17.11 W01-\$90.00 W02-\$90.00 G01-\$22.06 W01-\$75.00 W02-\$75.00 G01-\$25.24 W01-\$75.00 W02-\$75.00 G01-\$28.79 W01-\$75.00 W02-\$75.00 G01-\$29.98 W01-\$75.00 W02-\$75.00 G01-\$35.39 W01-\$65.00 W02-\$65.00
Bill#12567-2020-2020 Property is not habitable or is unoccupied with no electrical service during the period of July 1 through June 30 th of the taxable year.	Earley, Ruth Heirs	2020		W01-\$90.00 W02-\$90.00
Bill#16513-2020-2020 Property is not habitable or is unoccupied with no electrical service during the period of July 1 through June 30 th of the taxable year.	Pierce, S. Stuart Jr Pierce, Sandra P.	2020		W01-\$90.00 W02-\$90.00
Bill#14383-2020-2020 Property is not habitable or is unoccupied with no electrical service during the period of July 1 through June 30 th of the taxable year.	Harrell, Sampson	2020		W01-\$90.00 W02-\$90.00
MURFREESBORO TOWNSHIP				
WINTON TOWNSHIP				
Bill#15881-2020-2020 Property is not habitable or is unoccupied with no electrical service during the period of July 1 through June 30 th of the taxable year.	Pierce, John Heirs	2020		W01-\$90.00 W02-\$90.00
Bill#0000019712-2020-2020 Property is not habitable or is unoccupied with no electrical service during the period of July 1 through June 30 th of the taxable year.	Taylor, Alice C.	2020		W01-\$180.00 W02-\$180.00
MANEY'S NECK TOWNSHIP				
Bill#2446-2020-2020 Property is not habitable or is unoccupied with no electrical service during the period of July 1 through June 30 th of the taxable year.	Maddrey, Annie	2020		W01-\$90.00 W02-\$90.00
Bill#0000009585-2020-2020 Property is not habitable or is unoccupied with no electrical service during the period of July 1 through June 30 th of the taxable year.	Monger, Elsie B	2020		W01-\$90.00 W02-\$90.00

Property is not habitable or is unoccupied with no electrical service during the period of July 1 through June 30 th of the taxable year.				W02-\$90.00
ST. JOHN TOWNSHIP				
Bill#7823-2020-2020 Property is not habitable or is unoccupied with no electrical service during the period of July 1 through June 30 th of the taxable year.	Lassiter, Jimmy R.	2020		W01-\$90.00 W02-\$90.00
Bill#0000003392-2020-2020 Property is not habitable or is unoccupied with no electrical service during the period of July 1 through June 30 th of the taxable year.	Blowe, Michael R.	2020		W01-\$90.00 W02-\$90.00
HARRELLSVILLE TOWNSHIP				
Bill#20144-2020-2020 Property is not habitable or is unoccupied with no electrical service during the period of July 1 through June 30 th of the taxable year.	Buffy Edwards	2020		W01-\$90.00 W02-\$90.00

TOTAL VALUE APPROVED THIS REPORT (2020 LEVY)	\$
TOTAL TAX RELEASED THIS REPORT (2020 LEVY)	\$ 1769.00
TOTAL VALUE APPROVED THIS REPORT (PRIOR LEVY)	\$
TOTAL TAX RELEASED THIS REPORT (PRIOR LEVY)	\$ 6086.60
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE SITE 2020)	\$ 1080.00
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATON 2020)	\$ 1080.00
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE SITE 2019)	\$ 90.00
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2019)	\$ 90.00

Respectfully submitted,
Tammy H. Eason, Tax Collector

■ Request Approval of NCVTS Refund James A. Jenkins



North Carolina Vehicle Tax System

NCVTS Pending Refund report

Report Date

10/19/2020 1:20:50

Payee Name	Primary Owner	Secondary	Address 1	Address	Address 3	Refund Type	Bill #	Plate	Status	Transaction #	Refund Description	Refund Amount	Create Date	Auth	Tax Juris	Levy	Change	Interest	Total Change
JENKINS, JAMES ARTHUR	JENKINS, JAMES ARTHUR		121 E MODLIN RD		AHOSKIE, NC 27910	Adjustment >= \$100	0055530907		PENDING	136299310	Refund Generated due to adjustment on Bill #0055530907-2020-2020-0000-00				G01	Ta	(\$132.53)	(\$6.62)	(\$139.15)
															F01	Ta	(\$6.31)	(\$0.32)	(\$6.63)
																		Refund	\$145.78
																		Refund Total	\$417.72

INTRODUCTION OF DECEMBER 2020 AND JANUARY 2021 NEW HERTFORD COUNTY EMPLOYEES

Ms. Kimberly Turner, Director of Human Resources/Risk Management, presented the following employees:

Hertford County Personnel Report

December 2020

<u>Employees Hired</u>	<u>PT/FT</u>	<u>Department</u>	<u>County of Residence</u>
Cedric Dickens	FT	Detention Center	NHC
Darrell Mitchell	PT	Detention Center	NHC
George Brothers	PT	Detention Center	GC
Eunice Bond	FT	Sheriff	HC

Hertford County Personnel Report

January 2021

<u>Employees Hired</u>	<u>PT/FT</u>	<u>Department</u>	<u>County of Residence</u>
Carlton Greene	FT	DSS	GC
Kayley Minton	PT	EMS	HC
Aundrea Smith	PT	EMS	Camden Co
Kelly Bowers	FT	Economic Development	SHC
Anita Hoggard	PT	Tax	BC

Chairman Gatling and the Commissioners welcomed the new employees, wished them a Happy New Year, shared the Board was available if they need assistance, introduced them to County Manager David Cotton and County Department Heads attending the meeting.

REQUEST APPROVAL OF AMENDMENT TO HERTFORD COUNTY BUDGET ORDINANCE FISCAL YEAR 2020-2021 AMENDMENT #12

On a motion by Com. Douglas and a second by Vice-Chair Horton, the Board unanimously approved the Amendment to Hertford County Budget Ordinance Fiscal Year 2020-2021 Amendment #12 in the amount of \$177,977.00 for State Grant Funds for Emergency Management, State Authorization #1 Funding Allocation for Low Income Energy Program and Board of Education COVID Relief Grant Funds.

AMENDMENT TO HERTFORD COUNTY BUDGET ORDINANCE FISCAL YEAR 2020-2021

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, 2021:

REVENUE:

Department	Account Number	Account Description	Amount Increase	Amount Decrease
General Fund	100060-413401	Restricted 2020 HMEP Grant	\$ 900	
General Fund	100060-413403	Restricted 2020 HSGP Grant	\$ 92,000	
General Fund	100063-418701	Restricted Low Income Energy Assist Revenue	\$ 62,326	
General Fund	100060-413203	Restricted BOE Cares Revenue	\$ 5,751	
General Fund	100060-413204	Restricted USC SCHW Grant	\$ 17,000	
	Total Changes in Revenue		\$ 177,977	
				\$ -

Net Change in Revenue	\$177,977
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EXPENDITURE:[illegible]

REQUEST APPROVAL OF BOARD APPOINTMENTS: HERTFORD COUNTY ABC BOARD, HERTFORD COUNTY PLANNING BOARD AND ZONING BOARD OF ADJUSTMENT, MEDICAL SERVICES TRANSPORTATION ADVISORY COUNCIL, TRI-COUNTY AIRPORT AUTHORITY

The Board made the following Board appointments:

On a motion by Com. Douglas and a second by Com. Lassiter, the Board unanimously approved to reappoint Lonnie Simmons and appoint Roy T. Barnes to the **Hertford County ABC Board** for a three-year term effective January 4, 2021 and expiring December 30, 2023.

On a motion by Com. Lassiter and a second by Vice-Chair Horton, the Board unanimously approved to reappoint Dr. Terry C. Hall, Donald Kirkland, and Garry F. Lewter and appoint David D. Hunt to the **Hertford County Planning Board and Hertford County Zoning Board of Adjustment** for three-year terms effective January 4, 2021 and expiring December 30, 2023.

On a motion by Com. Lassiter and a second by Com. Douglas, the Board unanimously approved to reappoint Melanie Davis and Robert (Craig) Castello, Jr. to the **Medical Services Transportation Advisory Council** for a one-year term effective January 4, 2021 and expiring December 30, 2021.

On a motion by Com. Douglas and a second by Vice-Chair Horton, the Board unanimously approved to reappoint Russell Joyner to the **TRI COUNTY ADVISORY BOARD** for a three-year term effective January 4, 2021 and expiring December 30, 2023.

CADA COMMUNITY SERVICES BLOCK GRANT (CSBG) FY 2021-2022 PROPOSED ANTI-POVERTY WORK PLAN

On a motion by Commissioner Leroy Douglas and a second by Vice-Chair John D. Horton, the Board unanimously approved to endorse and support the 2021-2022 Community Services Block Grant (CSBG) Anti-Poverty Work Plan as presented by Ms. Jacqueline Melton, CADA Center Manager

ROANOKE CHOWAN PUBLICATIONS, LLC – 2021 CROSSROADS MAGAZINE PRESENTATION

Chairman Gatling advised Ms. Dawn Mizelle, Roanoke-Chowan Publications LLC Media Specialist, that the Board would get back to her on Hertford County's ad selection.

COUNTY MANAGER'S COMMENTS

Manager Cotton commented as follows:

- wished everyone Happy New Year
- closing out the COVID-19 Pandemic relief funds
- individual businesses have received their awards from the Small Business COVID-19 Relief Grant

- projecting that 2021 will be a good year
- the proposed budget plan for the 2021-2022 Fiscal Year is being finalized for Board review at the January 19th Board meeting

Com. Douglas requested that an itemized financial report for the COVID-19 Relief Grant expenditures be prepared and provided to the Board.

COMMISSIONERS' COMMENTS

The Board commented as follows:

Commissioners Douglas, and Lassiter commented Happy New Year and that they pray safety and good health to everyone and their families.

Vice-Chair Horton commented Happy New Year and good tidings for the New Year to everyone and requested Clerk Fleetwood to be responsible for posting the County Organizational Chart in the Administrative Building Conference Room by the 2021-2022 fiscal year.

No additional comments were made by Chairman Gatling.

CLOSED SESSION

On a motion by Com. Lassiter and a second by Com. Douglas, the Board unanimously approved to move to Closed Session as allowed under NCGS § 143-318.11(a)(3) to consult with the County Attorney.

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

On a motion by Com. Lassiter and a second by Com. Douglas, the Board unanimously approved to return to the Regular session.

Manager Cotton announced to Chairman Gatling and the Board that Friday, January 8, 2021, is the final day employees would have the 12:30 PM closing Commissioner's leave pay.

After a discussion regarding citizen concerns with the inability to access the Tax Collector's Office to pay County taxes, County Manager advised the Board that the Tax Collector's Office will open to citizens with the stipulation of masks being worn by citizens and employees, proper PPE will be provided to employees in the Tax Collectors Office, and all other County offices will remain closed to the public with access to County services by appointments.

ADJOURN MEETING

On a motion by Com. Lassiter and a second by Com. Douglas, the Board unanimously approved to adjourn the meeting.

Approved: January 19, 2021
Com. Ronald J. Gatling, Chairman

Dr. Renee Fleetwood, Clerk to the Board