

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

Monday, February 7, 2022 – 9:00 AM

Present: Com. Ronald J. Gatling, Chairman, Com. John D. Horton, Vice-Chair, Com. Leroy Douglas, and Com. Andre' Lassiter, and Com. William F. Mitchell, Jr.

Also Present with the Board: Mr. David B. Cotton, County Manager, Dr. Renee Tyler, Clerk to the Board, Attorney Charles L. Revelle, III, County Attorney
Attorney Maria Jones, Revelle & Lee

The following employees were present: Ms. Kimberly Turner, HR Director, Mrs. Brenda Brown, DSS Director, Mrs. Felicia Gaston, E-911 Director, Mrs. Tammy Eason, Tax Collector; Mrs. Melanie Storey, Register of Deeds, Mrs. Leslie Edwards, Finance Director, Mr. Robert Mizelle, Building Inspector, and Ms. Kelly Bowers, Economic Development Director.

Chairman Ronald J. Gatling called the meeting to order and Assistant Pastor Donnie Graham, Soul Saving Station Evangelistic Center, Ahoskie, NC provided the invocation.

CONSENT AGENDA

On a motion by Com. Andre' Lassiter and a second by Com. William F. Mitchell, Jr., the Board approved the Consent Agenda as follows:

Approval of Taxpayer Refund: Nicole Britt Everette

\$196.86- Nicole Britt Everette-Vendor #16001 taxpayer was garnished for property no longer owned.

Approval for January 2022 Taxpayer Release

**RELEASES FOR MONTH ENDING
January 2022**

		LEVY	VALUE	TAX
AHOSKIE TOWNSHIP	NAME	YEAR	RELEASED	RELEASED
MURFREESBORO TOWNSHIP				
Bill #0000000868-2021-2021 Dog Double Listed (5966245182)	Porter, William C.	2021		D01-\$5.00
WINTON TOWNSHIP				
MANEY'S NECK TOWNSHIP				
ST. JOHN TOWNSHIP				
Bill #0000007791-2021-2021 Exempt Parcel billed in error (Released by Emmett Curl)	Millennium Pentecostal Hol Church	2021		W01-\$95.00 W02-\$95.00
HARRELLSVILLE TOWNSHIP				

TOTAL VALUE APPROVED THIS REPORT (2021 LEVY)	\$0
TOTAL TAX RELEASED THIS REPORT (2021 LEVY)	\$5.00
TOTAL VALUE APPROVED THIS REPORT (PRIOR LEVY)	\$0
TOTAL TAX RELEASED THIS REPORT (PRIOR LEVY)	\$0
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE SITE 2021)	\$95.00
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATON 2021)	\$95.00
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE SITE 2020)	\$0
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2020)	\$0

Respectfully submitted,
Tammy H. Eason
Tammy H. Eason, Tax Collector

INTRODUCTION OF JANUARY & FEBRUARY 2022 NEW HERTFORD COUNTY EMPLOYEES

Ms. Kimberly Turner introduced the January and February 2022 New Hertford County Employees as follows:

Hertford County Personnel Report

January 2022

<u>Employees Hired</u>	<u>PT/FT</u>	<u>Department</u>
Antwon Hill	FT	Detention Center
Frankie Richardson	FT	DSS
Michele Lassiter	PT	EMS
Leslie Edwards	FT	Finance

February 2022

<u>Employees Hired</u>	<u>PT/FT</u>	<u>Department</u>
Daniel Casper	PT	EMS
La'Quanta Benthall	FT	DSS
Mackenzie Love	PT	E-911
Christopher Alston	FT	Detention
Timothy Mitchell	PT	Detention

Chairman Gatling and the Commissioners welcomed the employees, wished them well and introduced them to Mr. David B. Cotton, County Manager.

**REQUEST APPROVAL OF AMENDMENT TO HERTFORD COUNTY BUDGET
ORDINANCE FISCAL YEAR 2021-2022 AMENDMENT #11**

On a motion by Com. Lassiter and a second by Com. Mitchell, the Board approved Request Approval of Amendment to Hertford County Budget Ordinance Fiscal Year 2021-2022 Amendment #11.

AMENDMENT TO HERTFORD COUNTY BUDGET ORDINANCE FISCAL YEAR 2021-2022

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, 2022:

REVENUE:

Department	Account Number	Account Description	Amount Increase	Amount Decrease
Sheriff	100060-413906	2021 HC Sheriff Equip Grant	\$24,499.80	
Buildings & Grounds/Insurance Claims	100100-415500	Insurance Claims and Refunds	\$1,666.24	
Aging	100080-527012	Earmarked Funds	\$100.00	
DSS	100063-418701	Low Income Energy Assist (LIEAP)	\$16,520.00	
		Total Changes in Revenue	\$ 42,786	\$ -

Net Change in Revenue	\$42,786
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EXPENDITURE:

Department	Account Number	Account Description	Amount Increase	Amount Decrease
Sheriff	104180-527020	2021 HC Sheriff Equip Grant	\$24,499.80	
Buildings & Grounds	104260-535201	Main & Repair Vehicle	\$1,666.24	
Aging	104380-527000	Earmarked Funds	\$100.00	
DSS	104440-563001	Low Income Energy Assist (LIEAP)	\$16,520.00	
		Total Changes in Expenditures	\$ 42,786	\$ -

Net Change in Expenditures	\$42,786
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Explanation:

Funds received for Equipment for Sheriff's Department
 Reimbursement funds for B&G vehicle VIN 43621 Ford Transit
 Donated Funds to Aging Department
 Adjustmet for Initial Allocation made for LIEAP funds of \$203,325.00

Amendment # 11
 Approved: _____
 Posted: _____

Finance Director

Date

REQUEST APPROVAL FOR BOARD APPOINTMENT TO THE HERTFORD COUNTY ECONOMIC DEVELOPMENT COMMISSION

On a motion by Com. Leroy Douglas and a second by Com. Mitchell, the Board approved the recommendation of David Hunt to the Hertford County Economic Development Commission for a three-year term effective February 7, 2022 expiring December 30, 2025.

TOWN OF AHOSKIE BUILDING INSPECTIONS REQUEST

Mr. Kerrie McDuffie, Town Manager addressed the Board requesting combining with the County for the provision of building inspections services, the Town of Ahoskie proposing to handle their zoning permits, costs incurred by the County, fee schedules, income from previous year's inspections, intergovernmental agreement information, After much discussion on the request, and the possibility of an intergovernmental agreement the Commissioners instructed County staff to work with the Town of Ahoskie staff to develop an Intergovernmental Agreement covering the proposed relationship.

REPORT OF UNPAID 2021 TAX LIENS & REQUEST APPROVAL TO ADVERTISE AS PER NCGS §105-369(A)

On a motion by Com. Mitchell and a second by Com. Douglas, the Board approved to advertise unpaid 2021 Tax Liens totaling 1,190,738.91 as of February 3, 2022 as presented by for Mrs. Tammy Eason, Hertford County Tax Collector.

Com. Mitchell addressed Mrs. Eason affirming she was doing an excellent job in her leadership along with her staff.

REQUEST CONSIDERATION AND APPROVAL OF HERTFORD COUNTY COMMISSIONERS' SCHOLARSHIP GUIDELINES

On a motion by Com. Lassiter and a second by Com. Mitchell, the Board approved the Hertford County Commissioners' Scholarship Guidelines with the correction to remove the word athletes and change the GPA from 2.8 to 2.5.

PROPOSED FISCAL YEAR 2022 – 2023 BUDGET DEVELOPMENT SCHEDULE

Manager David B. Cotton presented the 2022-2023 Budget Development Schedule highlighting the process the organization strives to provide commensurate with the Board expectation and demonstrating accountability to County taxpayers.

During the presentation, it was decided that March 7, 2022 would be the date for the first Board Retreat following the Regular Board meeting. Chairman Gatling shared that the Board will meet with Department Heads and Manager Cotton during one of the Board Retreats prior to the June presentation of the Budget.

REQUEST APPROVAL OF REVISED DAAS-732 AND DAAS-731 HOME AND COMMUNITY CARE BLOCK GRANT FOR OLDER ADULTS

On a motion by Vice-Chair Horton and a second by Com. Mitchell, the Board approved Revised Daas-732 and Daas-731 Home and Community Care Block Grant for Older Adults as presented by Mrs. Leslie Edwards in the absence of Mrs. Deidra Evans, Office of Aging Director.

Vice-Chair Horton requested that Mrs. Evans provide clarity to the Board regarding the previous allocation.

COUNTY MANAGER'S COMMENTS

County Manager Cotton commented as follows: the County Seal in place on the wall in the Commissioners' Chambers/Multi-Purpose Room; reminded the Board that a 12 inch County Seal has been ordered for the podium; the vending machine and enclosures are delayed and will be upgraded with an expected date of delivery of mid-March; the driveway in front of the Courthouse and the parking area is being bided on as a turn-key project; shared information regarding the annual comprehensive financial report; transparency to the Board and County; and advised the Board he will have Mr. Bradford Vann, Facilities Manager, to attend the next Regular Board meeting.

Chairman Gatling instructed County Manager to present a deadline date to the Commissioners for projects that have been requested more than six months. County Manager Cotton advised the Board that he would provide the information at the next Regular Board meeting.

COMMISSIONERS' COMMENTS

The Commissioners commented as follows:

Com. Douglas, thanked everyone for attending the meeting.

Com. Mitchell commented that it was good to see everyone and thanked Pastor Donnie Graham for praying and remaining at the Board meeting.

Com. Lassiter thanked Pastor Graham for providing the Invocation and thanked everyone for attending the meeting.

Vice-Chair Horton thanked everyone for attending the meeting to engage in part of the County business and stated everyone is always welcomed.

Chairman Gatling welcomed everyone and shared that additional information is required for the Humanitarian award process that was previously on the Agenda.

CLOSED SESSION

On a motion by Com. Mitchell and a second by Vice-Chair Horton, 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. Mitchell, the Board unanimously approved to return to the Regular session.

ADJOURN

On a motion by Com. Mitchell and a second by Com. Douglas, the Board adjourned the meeting.

Approved March 7, 2022

The Honorable Ronald J. Gatling, Chairman

Dr. Renee Tyler, Clerk to the Board, NCCCC