

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

Monday, March 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

The following employees were present: Ms. Kimberly Turner, HR Director, Mrs. Brenda Brown, DSS Director, Mrs. Deidre Evans, Office of Aging Director, Mrs. Melanie Storey, Register of Deeds, Mrs. Leslie Edwards, Finance Director, Ms. Kelly Bowers, Economic Development Director and Mrs. Marty Piland, Payroll Specialist.

Chairman Ronald J. Gatling called the meeting to order and Com. William F. Mitchell, Jr. provided the Invocation.

Chairman Gatling thanked the Commissioners for their participation in several community functions during the weekend.

CONSENT AGENDA

On a motion by Vice-Chair John D. Horton and a second by Com. William F. Mitchell, Jr., the Board approved the Consent Agenda as follows:

- Approval of February 7, 2022 Minutes

●Approval of February 2022 Taxpayer Releases

RELEASES FOR MONTH ENDING
February 2022

		LEVY	VALUE	TAX
AHOSKIE TOWNSHIP	NAME	YEAR	RELEASED	RELEASED
Bill#35722-2021-2021 Taxpayer listed mobile home twice in error. Also listed on #2979	Hill, Lawrence	2021	6,030	G01-\$50.65 LLP-\$5.07 W01-\$95.00 W02-\$95.00
Bill#000000623-2021-2021 Taxpayer listed vehicle in error. The vehicle has a current plate on it.	Baker, James E. Jr	2021	481	G01-\$4.04
Bill#0000010993-2021-2021 Property was sold in May 2020 and is being taxed on abstract #10992	Cherry, Louise Kangalee	2021	20,716	G01-\$174.00 W01-\$95.00 W02-\$95.00
Bill#0000002522-2021-2021 Taxpayer failed to notify tax assessor when he put license plates on the vehicle	Burns, Richard	2021	3,869	G01-\$32.50 C01-\$31.34
MURFREESBORO TOWNSHIP				
Bill#0000003663-2021-2021 Mobile home was double listed, also listed on acct#35319	Edwards, Dinasia	2021	2,225	G01-\$18.69 LLP-\$1.87 W01-\$95.00 W02-\$95.00
Bill#0000035528-2021-2021 Property should be exempt. This is a family cemetery.	Hall, Warren W. Hall, George III	2021	10,264	G01-\$86.22
MANEY'S NECK TOWNSHIP				
ST. JOHN TOWNSHIP				
Bill#000004772-2021-2021 Mobile home was sold to daughter in 2020, but was not reported until now. Has been moved to daughter's name & billed	Dilday, Joseph L. Sr Dilday, Angela B	2021	34,104	G01-\$286.48 W01-\$95.00 W02-\$95.00
Bill# 0000031081-2013-2013 Tax bill was released due to bankruptcy discharge	Smith, Robert G	2013	2,490	G01-\$20.92
Bill#0000026022-2013-2013 Tax bill was released due to bankruptcy discharge	Smith, Linda	2013	452	G01-\$3.80 LLP-\$0.38
Bill#000002622-2010-2010 Tax bill was released due to bankruptcy discharge	Smith, Linda	2010	500	G01-\$4.56
Bill#000002622-2012-2012 Tax bill was released due to bankruptcy discharge	Smith, Linda	2012	452	G01-\$3.80 LLP-\$0.38
HARRELLSVILLE TOWNSHIP				

TOTAL VALUE APPROVED THIS REPORT (2021 LEVY)	<u>\$77,212.81</u>
TOTAL TAX RELEASED THIS REPORT (2021 LEVY)	<u>\$693.86</u>
TOTAL VALUE APPROVED THIS REPORT (PRIOR LEVY)	<u>\$3,894.00</u>
TOTAL TAX RELEASED THIS REPORT (PRIOR LEVY)	<u>\$30.42</u>
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE SITE 2021)	<u>\$380.00</u>
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2021)	<u>\$380.00</u>
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE SITE 2020)	<u>\$0</u>
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2020)	<u>\$0</u>

Respectfully submitted,
Tammy H. Eason

INTRODUCTION OF MARCH 2022 NEW HERTFORD COUNTY EMPLOYEES AND HUMAN RESOURCE SERVICES UPDATE

Ms. Kimberly Turner, Director of Human Resources/Risk Management, introduced the following March 2022 new County employees:

<u>Employees Hired</u>	<u>PT/FT</u>	<u>Department</u>
Clifton Whitby	FT	Sheriff
Glen Martin	PT	EMS
Jacob Powell	PT	EMS
Yassana Johnson	FT	DSS
Naytasha Beamon	FT	DSS
Tierra Walton	FT	DSS
Ashley Riddick	FT	DSS
James Thompson	FT	Detention Center
Jaliyah Brockington	PT	E911
Kisha Ashe	FT	Tax Assessor
Larry Overton	PT	Solid Waste
Merdise Moore	PT	Housekeeping
Mattie Johnson	FT	Housekeeping
Linda Porter	FT	Housekeeping
Jaina Britt	PT	Housekeeping

Chairman Gatling and the Commissioners welcomed the new employees to County Government.

Ms. Turner shared updates with the Board relating to Human Resource, recruiting, meetings, training procedures for employees, current job openings, and other strategies.

After a brief discussion, Chairman Gatling instructed Ms. Turner to obtain the necessary information from Clerk Tyler and Mrs. Leslie Edwards regarding the 2022 Commissioners' Scholarship.

REQUEST APPROVAL FOR PARTNERSHIP WITH ROANOKE CONNECT HOLDINGS, LLC IN BUILDING OUT BROADBAND SERVICES THROUGHOUT THE COUNTY

On a motion by Com. Mitchell and a second by Com. Andre' Lassiter, the Board unanimously approved to partner with Roanoke Connect Holdings, LLC to submit grant applications for the North Carolina GREAT Grant as well as federal grant opportunities that are currently and in the future available to Hertford County as it relates to the deployment of broadband services as presented by Mr. David Cotton, County Manager.

REQUEST APPROVAL OF THE HERTFORD COUNTY BOARD OF COMMISSIONERS' PROCLAMATION WELCOMING DR. JEFFREY WILSON TO HERTFORD COUNTY AND CALVARY MISSIONARY BAPTIST CHURCH

On a motion by Com. Lassiter and a second by Com. Mitchell, the Board approved the Hertford County Board of Commissioners' Proclamation Welcoming Dr. Jeffrey Wilson to Hertford County and Calvary Missionary Baptist Church as follows:



HERTFORD COUNTY
BOARD OF COMMISSIONERS

Ronald J. Gatling, Chair
John D. Horton, Vice-Chair
Leroy Douglas
Andre' Lassiter
William F. Mitchell, Jr.
David B. Cotton, County Manager
Charles L. Revelle, III, County Attorney
Renee Tyler, Clerk to the Board

PROCLAMATION OF THE HERTFORD COUNTY BOARD OF COMMISSIONERS' WELCOMING DR. JEFFREY WILSON TO HERTFORD COUNTY AND CALVARY MISSIONARY BAPTIST CHURCH

WHEREAS, on Sunday, December 5, 2021, Reverend Dr. Jeffrey Wilson joined our community called as the new Pastor of Calvary Missionary Baptist Church community of faith, and;

WHEREAS, Calvary Missionary Baptist Church has a long history of providing services and spiritual healing to Hertford County and neighboring communities, and;

WHEREAS, the County of Hertford is honored to have Dr. Wilson become a part of our community and wish him well in his new administrative assignment as Assistant Principal with Hertford County Public Schools, and;

WHEREAS, the Hertford County community warmly welcomes him, and;

NOW THEREFORE, the Hertford County Board of Commissioners, proclaim and join with Reverend Dr. Jeffrey Wilson, his family, extended families of Calvary Missionary Baptist Church, friends, and Hertford County citizens in extending best wishes for many years of success, and;

IN WITNESS WHEREOF, I have hereunto set my hand and have caused the Seal of Hertford County, North Carolina to be affixed on this the fifth day of March, two thousand twenty-two.

Hertford County Board of Commissioners

The Honorable Ronald J. Gatling, Chairman

(SEAL)

ATTEST:

Dr. Renee Tyler, NCCCC
Clerk to the Board

Build Your Future on Our Foundation

115 Justice Drive ■ Suite 1 ■ Winton, North Carolina 27986 Phone 252-358-7823 ■ Fax 252-358-0198 ■ www.hertfordcountync.gov

REQUEST APPROVAL OF AMENDMENT TO HERTFORD COUNTY BUDGET ORDINANCE FISCAL YEAR 2021-2022 AMENDMENT #14

On a motion by Com. Mitchell and a second by Vice-Chair Horton, the Board approved the Hertford County Budget Ordinance Fiscal Year 2021-2022 Amendment #14 as presented by Finance Director, Mrs. Leslie Edwards.

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
DSS	100112-448500	Fund Balance Appropriations	\$2,100.00	
Courts	100112-448500	Fund Balance Appropriations	\$5,810.00	
Total Changes in Revenue			\$ 7,910	\$ -

Net Change in Revenue	\$7,910
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EXPENDITURE:

Department	Account Number	Account Description	Amount Increase	Amount Decrease
DSS	104530-569700	DSS Donations	\$2,100.00	
Courts	104310-533200	Fuel Oil and Gas	\$5,810.00	
Total Changes in Expenditures			\$ 7,910	\$ -

Net Change in Expenditures	\$ 7,910
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Explanation:

To carry forward DSS donations from prior year.

Courts Fuel Oil and Gas line budget needs to be increased to cover the remainder of the year for the courthouse. Amounts were under-budgeted due to unforeseen increases in fuel costs.

Amendment # 14
 Approved: _____
 Posted: _____

Leslie A. Edwards 2/28/22
 Finance Director Date

REQUEST APPROVAL FOR EMS NEW AMBULANCE PURCHASE

On a motion by Com. Lassiter and a second by Com. Mitchell, the Board approved the request for EMS to purchase a new ambulance from Atlantic Emergency Solutions totaling \$208,235.00 based upon a finding that due to supply chain issues that would delay acquisition of a replacement ambulance from any other source until the 4th quarter of 2022 or the 1st quarter of 2023, the need to proceed with an ambulance replacement, that the EMS director has been unable to identify another source of supply of a compatible ambulance unit, therefore, the EMS Director and County Manager are authorized to proceed with the purchase of a 2023 Ford E450 Wheeled Coach 170" Ambulance from Atlantic Emergency Solutions for the sum of \$204,880.00, without obtaining other bids as presented by Mr. James Broglin, EMS Director.

REQUEST APPROVAL OF AMENDMENT TO HERTFORD COUNTY BUDGET ORDINANCE FISCAL YEAR 2021-2022 AMENDMENT #15

On a motion by Com. Mitchell and a second by Com. Leroy Douglas, the Board approved Hertford County Budget Ordinance Fiscal Year 2021-2022 Amendment #15 in the amount of \$214,554.00 as presented by Mrs. Edwards.

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
EMS	100112-448500	Fund Balance Appropriations.	\$30,554	
EMS	100100-415500	Insurance Claims and Refunds	\$185,000	
		Total Changes in Revenue	\$ 215,554	\$ -

Net Change in Revenue	\$215,554
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EXPENDITURE:

Department	Account Number	Account Description	Amount Increase	Amount Decrease
EMS	104205-551003	Capital Outlay - Vehicles	\$214,554	
		Total Changes in Expenditures	\$ 214,554	\$ -

Net Change in Expenditures	\$ 214,554
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Explanation:

Ambulance was totaled in August of 2021. Insurance claims received to date is \$121,477.00 and \$62,523 will be received once the county purchases a new ambulance and documentation provided to insurance company. Funds needed to fund the remainder \$30,554.

Russie A. Edwards 2/28/22
Finance Director Date

Amendment # 15
Approved: _____
Posted: _____

REQUEST CONSIDERATION OF FORECLOSURE BID PROPOSALS FOR ADVERTISING: 1)PIN # 5993-30-8317 (424 MCGLOHON ST.); 2)PIN# 5944-40-6085 (413 JIM HARDY ROAD); 3)PIN# 6925-32-5657 (815 CC NC 45 SOUTH); 4) PIN# 5993-51-9499 (SNIPES ST. & TROY); 5) PIN# 5968-35-2618 (205 BOYETTE STREET); 6) PIN# 5992-58-5597 (602 EAST FIRST STREET); 7) PIN# 5993-70-4927 (102 HOLLOMAN AVE.); 8) PIN# 5993-52-9228 (0 HOLLOMAN AVE.); 9) PIN # 5953-85-6234 (0 NC HWY. 561 WEST) (2 BID PROPOSALS A & B)

As presented by Attorney Charles Revelle, the Board made the following motions:

On a motion by Com. Mitchell and a second by Com. Lassiter, the Board approved the bid proposal for \$2000 on PIN # 5993-30-8317 (424 McGlohon St.) for upset bid advertising.

On a motion by Com. Douglas and a second by Com. Mitchell, the Board rejected the Bid Proposal of \$2,000 on PIN # 5994-40-6085 (413 Jim Hardy Road.) for upset bid advertising.

On a motion by Com. Mitchell and a second by Com. Lassiter, the Board accepted the Bid Proposal of \$2,000.00 on PIN# 6925-32-5657 (815 CC NC 45 South) for upset bid advertising,

On a motion by Com. Mitchell and a second by Com. Lassiter, the Board accepted the Bid Proposal of \$2,000.00 for PIN# 5993-51-9499 (Snipes St. & Troy) for upset bid advertising.

On a motion by Com. Mitchell and a second by Com. Lassiter, the Board accepted the Bid Proposal of \$2,000.00 for PIN# 5968-35-2618 (205 Boyette Street) for upset bid advertising.

On a motion by Com. Mitchell and a second by Com. Lassiter, the Board accepted the Bid Proposal of \$2,000.00 for PIN# 5992-58-5597 (602 East First Street) for upset bid advertising.

On a motion by Com. Mitchell and a second by Com. Lassiter, the Board rejected the bid proposal of \$2,000.00 for PIN# 5993-70-4927 (102 Holloman Ave.).

On a motion by Com. Lassiter and a second by Com. Mitchell, the Board rejected the Bid Proposal of \$5,000.00 for PIN# 5993-52-9228 (0 Holloman Ave.).

On a motion by Com. Douglas and a second by Com. Lassiter, the Board accepted the Bid Proposal of \$3,500.00 for PIN # 5953-85-6234 (0 NC Hwy. 561 West) and rejected the \$2,000.00 bid.

PRESENTATION OF THE HERTFORD COUNTY EMPLOYEE OF THE QUARTER

Manager Cotton presented Ms. Lisa Pope, Office of Aging employee, and Mrs. Martha Piland, Payroll Specialist, as recipients of the Hertford County Employee of the Quarter.

Chairman Gatling and the Commissioners congratulated Ms. Pope and Mrs. Piland for their dedication and commitment in their assignment with Local Government.

OFFICE OF AGING: a. REQUEST APPROVAL OF THE DAAS-735 OCTOBER 1, 2021 THROUGH SEPTEMBER 30, 2024-AMERICAN RESCUE PLAN ACT (ARPA) PROVIDER SERVICE AGREEMENT; b. REQUEST APPROVAL OF THE REVISED DAAS-732 PROVIDER SERVICES SUMMARY; c. REQUEST APPROVAL OF DAAS-731 HOME AND COMMUNITY CARE BLOCK GRANT FOR OLDER ADULTS COUNTY FUNDING PLAN

On a motion by Com. Douglas and a second by Com. Mitchell, the Board approved the DAAS-735 October 1, 2021 through September 30, 2024-American Rescue Plan Act (ARPA) Provider Service Agreement as presented by Mrs. Deidra Evans, Office of Aging Director.

On a motion by Com. Mitchell and a second by Com. Douglas, the Board approved the Revised DAAS-732 Provider Services Summary as presented.

On a motion by Com. Douglas and a second by Com. Mitchell, the Board approved the DAAS-731 Home and Community Care Block Grant for Older Adults County Funding Plan as presented.

REQUEST APPROVAL OF EMERGENCY MANAGEMENT VEHICLE

On a motion by Com. Mitchell and a second by Com. Douglas, the Board approved the request to purchase a replacement Emergency Management Vehicle.

COUNTY MANAGER'S COMMENTS

County Manager advised Chairman Gatling and the Commissioners that the volunteer committee progress is underway and that he will keep the Board updated with the event information.

COMMISSIONERS' COMMENTS

Chairman Gatling and the Commissioners thanked everyone for attending the Board meeting.

CLOSED SESSION

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

RECESS MEETING

On a motion by Com. Douglas and a second by Com. Lassiter, the Board Recessed the meeting to move to the Board Budget Retreat.

Approved February 21, 2022

The Honorable Ronald J. Gatling, Chairman
Dr. Renee Tyler, Clerk to the Board, NCCCC