

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

Monday, March 21, 2022 – 7:00 PM

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: Mrs. Monique Mitchell, Director of Information Technology, Ms. Kimberly Turner, Human Resources/Risk Management Director, Mrs. Deidre Evans, Office of Aging Director, Mrs. Leslie Edwards, Finance Director, Ms. Kelly Bowers, Economic Development Director

Chairman Ronald J. Gatling called the meeting to order and Reverend W. Rob Lewis, II, Pastor – Conocanary Missionary Baptist Church, Aulander provided the Invocation.

CONSENT AGENDA

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

- Approval of February 21, 2022 and March 7, 2022 Minutes

■ Approval of February 2022 NCVTS Refunds:

North Carolina Vehicle Tax System																		
NCVTS Pending Refund report																		
Report Date 3/7/2022 9:23:59																		
Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Status	Transaction #	Refund Description	Refund Reason	Create Date	Authorization Date	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
DAVIS, MELANE ANN	DAVIS, MELANE ANN	LASSITER, TYLER BRIAN	420 HARRELL ST		MURFREESBORO, NC 27855	Proration	006098832	PENDNG	240444357	Refund Generated due to proration on Bill #006098832-2020-2020-0000-00	Vehicle Sold	02/21/2022		G01	Tax	(\$85.78)	\$0.00	(\$85.78)
														C04	Tax	(\$67.40)	\$0.00	(\$67.40)
														C04	Vehicle Fee	\$0.00	\$0.00	\$0.00
Refund \$153.88																		
DOUGLAS, DERRICK DEVON	DOUGLAS, DERRICK DEVON		309 PEMROKE AVEN		AHOSKIE, NC 27910	Proration	0055009528	PENDNG	24108113	Refund Generated due to proration on Bill #0055009528-2021-2021-0000-00	Vehicle Sold	02/28/2022		G01	Tax	(\$514.00)	(\$2.57)	(\$53.98)
														C01	Tax	(\$49.57)	(\$2.48)	(\$52.05)
														C01	Vehicle Fee	\$0.00	\$0.00	\$0.00
Refund \$106.03																		
JERNIGAN, STEPHANIE NICHOLE	JERNIGAN, STEPHANIE NICHOLE		529 MEMORIAL DR W		AHOSKIE, NC 27910	Proration	0054527879	PENDNG	239329752	Refund Generated due to proration on Bill #0054527879-2020-2020-0000-00	Vehicle Sold	02/03/2022		G01	Tax	(\$70.67)	\$0.00	(\$70.67)
														C01	Tax	(\$68.15)	\$0.00	(\$68.15)
														C01	Vehicle Fee	\$0.00	\$0.00	\$0.00
Refund \$138.82																		
STUART PIERCE FARMS INC	STUART PIERCE FARMS INC		115 DTRD		AHOSKIE, NC 27910	Proration	0024323848	PENDNG	159793390	Refund Generated due to proration on Bill #0024323848-2021-2021-0000-00	Tag Surrender	02/09/2022		G01	Tax	(\$211.21)	\$0.00	(\$211.21)
														F01	Tax	(\$10.06)	\$0.00	(\$10.06)
														Refund \$221.27				
WEAVER, LNZA MCCOY	WEAVER, LNZA MCCOY		8228 CORNWALL ROAD		DUNDALK, MD 21222	Proration	0060579671	PENDNG	240458094	Refund Generated due to proration on Bill #0060579671-2020-2020-0000-00	Tag Surrender	02/22/2022		G01	Tax	(\$42.98)	\$0.00	(\$42.98)
														C01	Tax	(\$137.88)	\$0.00	(\$137.88)
														C01	Vehicle Fee	\$0.00	\$0.00	\$0.00
Refund \$280.86																		
WESSELL, GEORGE	GRIMES, CAROLINE FAYTHE	WESSELL, GEORGE MACO	PO BOX 1203		AHOSKIE, NC 27910	Proration	005313594	PENDNG	160738732	Refund Generated due to proration on Bill #005313594-2020-2020-0000-00	Vehicle Sold	02/28/2022		G01	Tax	(\$164.87)	\$0.00	(\$164.87)
														F01	Tax	(\$7.85)	\$0.00	(\$7.85)
														Refund \$172.72				

Vice-Chair John Horton entered the Board Meeting at 7:03 PM.

REQUEST APPROVAL OF AMENDMENT TO HERTFORD COUNTY BUDGET ORDINANCE FISCAL YEAR 2021-2022 AMENDMENT #1 AND #16

On a motion by Commissioner Mitchell, and a second by Com. Leroy Douglas, the Board approved Amendment to the Hertford County Budget Ordinance Fiscal Year 2021-2022 Amendment #1 as follows:

**AMENDMENT TO AMERICAN RESCUE PLAN ACT 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:

EXPENDITURE:

Department	Account Number	Account Description	Amount Increase	Amount Decrease
ARPA	984800-300010	American Rescue Plan - Unassigned		\$ 73,024
		Total Changes in Expenditure	\$ -	\$ 73,024

Net Change in Expenditure	\$ (73,024)
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EXPENDITURE:

Department	Account Number	Account Description	Amount Increase	Amount Decrease
ARPA	984800-526000	Supplies and Materials	\$ 8,090	
ARPA	984800-551002	Capital Outlay - Equipment	\$ 7,676	
ARPA	984800-551004	Capital Outlay - Software	\$ 9,858	
ARPA	948000-551005	Capital Outlay - Other Improvements	\$ 47,400	
		Total Changes in Expenditures	\$ 73,024	\$ -

Net Change in Expenditures	\$ 73,024
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Explanation:

\$8090 COVID Spray Machines and cleaning solutions for county wide cleaning.

\$7676 Vending Machines

\$9858 ESS - Employee Self Service Implementation

\$47,400 Broadband Increase for county offices to support cloud based services implemented due to COVID.

Amendment # 1
 Approved: _____
 Posted: _____

Bessie A. Edwards 3/14/22
 Finance Director Date

On a motion by Commissioner Mitchell. and a second by Com. Leroy Douglas, the Board approved Amendment to the Hertford County Budget Ordinance Fiscal Year 2021-2022 Amendment #16 as follows:

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
Emergency Management	100060-413414	EMPG-ARPA	\$ 11,068	
Sheriff	100100-415500	Insurance Claims and Refunds	\$ 20,704	
E-911 Radio Fund	110101-448500	Fund Balance Appropriated	\$ 164,337	
		Total Changes in Revenue	\$ 196,109	\$ -

Net Change in Revenue	\$ 196,109
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EXPENDITURE:

Department	Account Number	Account Description	Amount Increase	Amount Decrease
Emergency Management	104200-527021	EMPG-ARPA	\$ 11,068	
Sheriff	104180-550503	Enterprise Lease Payment	\$ 20,704	
E-911 Radio Fund	114201-526000	Supplies and Materials - Hardware	\$ 164,337	
		Total Changes in Expenditures	\$ 196,109	\$ -

Net Change in Expenditures	\$ 196,109
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Explanation:

Grant award for Emergency Management Performance Grant - American Rescue Plan Act.
 Period of Performance: October 1, 2020 to September 30, 2023.
 Sheriff - To increase budget to include Insurance Refund.
 E-911 Radio Fund - For the purchase of new radios.

Amendment # 16
 Approved: _____
 Posted: _____

Russell A. Edwards 3/14/22
 Finance Director Date

PUBLIC COMMENT

No Public Comment was given.

REQUEST APPROVAL OF NCDOT RESOLUTION: REQUEST FOR ADDITION TO STATE MAINTAINED SECONDARY ROAD SYSTEM (FORM SR-2) FOR ELIZABETH COURT: VINSON MILL ACRES, MURFREESBORO

On a motion by Commissioner Mitchell. and a second by Com. Lassiter, the Board approved NCDOT Resolution: Request for Addition to State Maintained Secondary Road System (Form Sr-2) For Elizabeth Court: Vinson Mill Acres, Murfreesboro as presented by Mr. David B. Cotton, County Manager..

REQUEST CONSIDERATION OF FORECLOSURE BID PROPOSAL FOR ADVERTISING PIN#5944-40-6085 (413 JIM HARDY ROAD)

On a motion by Commissioner Mitchell. and a second by Com. Douglas, the Board approved to advertise the Foreclosure Bid Proposal of \$6,500.00 for Pin# 5944-40-6085 (413 Jim Hardy Road) as presented by Attorney Charles Revelle., III, County Attorney.

TRILLIUM'S HEALTH RESOURCES 2022 ANNUAL REPORT

Mr. Bland Baker, BA Northern Regional Director, provided an annual report to the Board detailing 757 citizens in Hertford County were provided services through Trillium's Health Resources and the funding allocated to Hertford community.

EMERGENCY FOOD AND SHELTER UPDATE

On behalf of Hertford County's Emergency Food and Shelter Board, Mrs. Deidre Evans shared as follows: phase 39 Funding award in the amount of \$8,000.00 and ARPA funding in the amount of \$24,725.00; applications from Non-profits, faith based and governmental organizations are received and agencies are selected to receive funding; and funding may be used to provide food, shelter and supportive services within the guidelines of the program.

NON-RENEWAL OF ZACCHAEUS CONTRACT FOR TAX FORECLOSURE ATTORNEY SERVICES.

After information from the County Attorney, and discussion by the Commissioners indicating that they wanted to avoid an automatic renewal of the Zacchaeus contract with a fee increase, on a motion by Com. Lassiter and a second by Com. Mitchell, the Board approved the following motion:

Hertford County elects to non-renew the Tax Foreclosure Attorney Agreement, dated July 1, 2020, with Mark D. Bardill, P.C., trading as Zacchaeus Legal Services, for the fiscal year beginning July 1, 2022, pursuant to Section 17 of that agreement, to avoid an automatic renewal with a fee increase.

COUNTY MANAGER'S COMMENTS

Manager Cotton shared the following comments with the Board: Annual Easter Egg Event Saturday April 16th, County Government Week April 25-29; 4th of July Event and veterans committees are being implemented; phone system and information technology upgrades for the Commissioners' meeting rooms; meeting with the engineer this coming week, updates on the Commissioners' meeting room, conference room as well as Broadband, the County Museum, County furniture and chairs are damaged and are under warranty (if not covered under budget, by the second week in April, he will have a budget if not covered under warranty); an update will be provided to the Board at the next meeting; a meeting has been scheduled with civil engineers this week, and the vending machines have been approved.

COMMISSIONERS' COMMENTS

The Commissioners commented as follows:

Vice-Chair Horton thanked everyone present, invited citizens to attend the morning meetings, and asked Manager Cotton to check into the junk yard situation as a result of calls he is still receiving from citizens on the Modlin Hatchery Road.

Commissioners Lassiter, Mitchell and Douglas thanked everyone present for attending the meeting.

Chairman Gatling commented that he was glad he is not chairing the Annual Easter Egg Hunt Committee this year and thanked everyone for attending the meeting.

CLOSED SESSION

On a motion by Com. Lassiter and a second by Com. Mitchell, the Board approved 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. Lassiter and a second by Com. Douglas, 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: April 4, 2022

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