

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

Minutes February 5, 2024 – 9:00 AM

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

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

The following employees attended the meeting: Director Leslie Edwards, Director Felicia Gaskins, Demarcus Thompson, PIO KaWania Parker, Director Dylan Lilley, Cooperative Extension & Agriculture Agent, Director Brenda Brown, and Sheriff Dexter Hayes.

Chairman Andre` M. Lassiter called the meeting to order and Pastor Ray Faircloth, Jr., Assistant Pastor, Mercy Church, Ahoskie, NC provided the Invocation proceeded by the Flag Presentation: Hertford County High School JROTC Color Guard and Pledge Allegiance & Black History Presentation: Hertford County Middle School Students.

CONSENT AGENDA

On a motion by Com. Ronald J. Gatling, seconded by Com. Leroy Douglas, the Board approved the Consent Agenda with the removal of item eight, Request Approval of Amendment to Hertford County Budget Ordinance FY 2023-2024 Budget Amendment Number 11, from the Consent Agenda to the body of the Agenda as a separate line item.

- Approval of January 16, 2024 Minutes
- Approval of Taxpayer Refund: Michael L Hughes

\$1,325.78- Michael L Hughes: Vendor#902678 Refund for payments made on property that was fully exempt from taxation.

- Approval of December 2023 Tax-Payer Releases

RELEASES FOR MONTH ENDING

December 2023

		LEVY	VALUE	TAX
AHOSKIE TOWNSHIP	NAME	YEAR	RELEASED	RELEASED
Bill#0000012567-2023-2023 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	Early, Ruth	2023		W01-\$130.00 W02-\$130.00
Bill#0000010896-2023-2023 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	Early, Joel D	2023		W01-\$130.00 W02-\$130.00
Bill#0000015881-2023-2023 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 E Helrs	2023		W01-\$130.00 W02-\$130.00
Bill#0000015884-2023-2023 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	Kee Ruth C Estate	2023		W01-\$130.00 W02-\$130.00
Bill#0000015886-2023-2023 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	Kee Ruth C Estate	2023		W01-\$130.00 W02-\$130.00
Bill#0000009716-2023-2023 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	Liverman, Faye L	2023		W01-\$130.00 W02-\$130.00
MURFREESBORO TOWNSHIP				
WINTON TOWNSHIP				
Bill#0000015838-2023-2023 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	Cherry, Hattie	2023		W01-\$130.00 W02-\$130.00
Bill#0000020144-2023-2023 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.	Edwards, Buffy T	2023		W01-\$130.00 W02-\$130.00
Bill#0000003392-2023-2023 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	2023		W01-\$130.00 W02-\$130.00
MANEY'S NECK TOWNSHIP				
Bill#0000009585-2023-2023 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.	2023		W01-\$130.00 W02-\$130.00
ST. JOHN TOWNSHIP				
Bill#0000008089-2023-2023 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.	White, Regiland	2023		W01-\$130.00 W02-\$130.00
Bill#0000008030-2023-2023 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.	Burkett, Gail M.	2023		W01-\$130.00 W02-\$130.00

HERTFORD COUNTY
INTEROFFICE MEMORANDUM

TO: Hertford County Board of Commissioners

FROM: Tammy Eason, Hertford County Tax Collector

DATE: January 26, 2024

SUBJECT: To report the total unpaid 2023 taxes that is liens on real property
Property. [G.S. 105-369(a)]

FOR TAX YEAR 2023

As of **01/26/2024** there is **\$1,598,831.46** in unpaid taxes for the past fiscal year that are liens on real property.

- Black History Month Recognitions: Ms. Julia Melton Whitaker and Ms. Sheila Vaughan Eley



BOARD OF COMMISSIONERS

Mr. André Lassiter, Chairman
Mr. John D. Horton, Vice-Chairman
Mr. Leroy Douglas

Mr. Ronald J. Gatling
Mr. William F. Mitchell, Jr

**BLACK HISTORTY MONTH
RESOLUTION HONORING MS. JULIA MELTON WHITAKER**

WHEREAS, Hertford County Board of Commissioners recognizes the importance of Black History Month as an opportunity to reflect on the complex history of not only the United States but understand the experiences that have shaped Hertford County and its citizens, and

WHEREAS, Ms. Julia Melton Whitaker is a native of Cofield, North Carolina. Her formal training includes: a 1959 graduate of Calvin Scott Brown High School, Winton, North Carolina, a 1990 graduate of the North Carolina Rural Leaders Program, Elizabeth City State University, a 1991 graduate of the Leaders Institute for Small Municipalities at North Carolina Central University, New Mayors' Training at Elizabeth City State University (1990), and specialized training in management and finance from the American Institute of Banking in New York City; and

WHEREAS, she was the first African American to seek the Office of Register of Deeds in Hertford County in 1984; and

WHEREAS, Ms. Whitaker served in varying roles to include Executive Secretary and Director of the C.S. Brown Cultural Arts Center and Museum 1985, the North Carolina Arts Council Z. Smith Reynolds Foundation, Rural Economic Development Center, secured a \$17,670 grant in 1995 for operational and programming funds, and other grants for visiting artists, and children's theater projects, received the Eastern District Funeral Directors and Mortuary Association of North Carolina, Inc. Community Service Award, Mid-East Corporation Outstanding Service Award, Certificate of Dedicated Service from Choanoke Area Development Corporation; and Hertford County's Citizen of the Week (1990); and

WHEREAS, she served a two-year term as Cofield Town Councilman (1987). While serving Town of Cofield infrastructure increased, a town-wide sewage system was added, the first State Park and Recreation Grant was awarded, town records were computerized, the town Intersection was widened to ensure a safer environment, a Community Development Block Home Renovation Grant was awarded, seven streets were paved, town speed limits were reduced to 25 mph to ensure public safety; and

BE IT THEREFORE RESOLVED that the Hertford County Board of County Commissioners hereby congratulate and thank Ms. Julia Melton Whitaker, recognizing her outstanding contributions to Hertford County and her record of community service to citizens.

Adopted this the 5th day of February, 2024.

Hertford County Board of Commissioners

ATTEST:

The Honorable Andre` M. Lassiter, Sr., Chairman

Dr. Renee Tyler, NCCCC Clerk to the Board

(SEAL)

Build Your Future on Our Foundation

115 Justice Drive ■ Suite 1 ■ Winton, North Carolina 27986



BOARD OF COMMISSIONERS

Mr. André Lassiter, Chairman
Mr. John D. Horton, Vice-Chairman
Mr. Leroy Douglas

Mr. Ronald J. Gatling
Mr. William F. Mitchell, Jr

**BLACK HISTORTY MONTH
RESOLUTION HONORING MS. SHEILA VAUGHAN ELEY**

WHEREAS, Hertford County Board of Commissioners recognizes the importance of Black History Month as an opportunity to reflect on the complex history of not only the United States but understand the experiences that have shaped Hertford County and its citizens; and

WHEREAS, Ms. Sheila Vaughan Eley began serving the citizens of Hertford County in 1989 as a part-time Records Clerk for former Sheriff Winfred Hardy, Jr. Her work experience includes full-time Jail Secretary (1990), Legal Assistant to Chief District Court Judge Alfred W. Kwasikpui overseeing Hertford and Bertie County (1991), staff administrator for Hertford, Bertie, and Northampton counties, (until 2015), Family Court Coordinator (2015), Custody Mediator Supervisor; Coordinator for the mandatory School Justice Partnership for the four Counties' school officials, law enforcement, judicial officials and other juvenile departments and agencies; appointed as COVID Coordinator during pandemic for, Hertford, Bertie and Northampton Counties; and

WHEREAS, after 31 dedicated years of service in the Judicial System, Ms. Eley retired April 1, 2023; and

WHEREAS, Ms. Eley's affiliations include the North Carolina Judicial Support Staff (2014), representing the statewide organization for the Administrative Office of the Courts; the North Carolina Commission on the Administration of Law and Justice Civil Justice Committee, member of the Custody Mediation Advisory Committee, State Women's Leadership Committee for North Carolina Farm Bureau Federation, Roanoke Chowan Community Health Center Board of Directors Vice-Chair, Hertford County Farm Bureau Women's Committee Chair, member of the Hertford County Juvenile Crime Prevention Council, member of the Hertford County Volunteer Ag Committee; and

BE IT THEREFORE RESOLVED that the Hertford County Board of County Commissioners hereby congratulate and thank Ms. Sheila Vaughan Eley, recognizing her outstanding contributions to Hertford County and her record of community service to citizens.

Adopted this the 5th day of February, 2024.

Hertford County Board of Commissioners

ATTEST:

The Honorable Andre' M. Lassiter, Sr., Chairman

Dr. Renee Tyler, NCCCC Clerk to the Board

(SEAL)

Build Your Future on Our Foundation

115 Justice Drive ■ Suite 1 ■ Winton, North Carolina 27986

- Approval of Resolution to Accept Strategic Buyout Program Property 116 West River Drive, Winton, NC



BOARD OF COMMISSIONERS

Mr. André Lassiter, Chairman
Mr. John D. Horton, Vice-Chairman
Mr. Leroy Douglas

Mr. Ronald J. Gatling
Mr. William F. Mitchell, Jr

RESOLUTION TO ACCEPT STRATEGIC BUYOUT PROGRAM PROPERTY

116 West River Drive, Winton, NC
Pin: 6926-14-9767

WHEREAS, On November 29, 2023, Hertford County (the County) entered into a "Cooperative Agreement" with the North Carolina Department of Public Safety, Office of Recovery and Resiliency (NCORR) to participate in the North Carolina Strategic Buyout Program (Buyout Program); and

WHEREAS, the purpose of this program is to mitigate disaster risks and reduce future losses due to natural disasters; and

WHEREAS, pursuant to the Buyout Program, Hertford County will accept applications from property owners to purchase said property owners' properties pursuant to the terms of the "Cooperative Agreement" previously approved by the Board of Commissioners; and

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners for Hertford County that:

1. Pursuant to the November 29, 2023 Agreement, the Board hereby authorizes the County Manager to determine which properties to accept without the need for further Board approval or public notice.
2. The County Manager or his Designee shall be the duly authorized county representative at the property closing and shall be authorized to sign all closing documents.

Adopted this the 16th day of January, 2024.

HERTFORD COUNTY BOARD OF COMMISSIONERS

ATTEST

The Honorable Andre` M. Lassiter, Sr., Chairman

Dr. Renee Tyler, NCCCC Clerk to the Board

SEAL

Build Your Future on Our Foundation

115 Justice Drive ■ Suite 1 ■ Winton, North Carolina 27986

HUMAN RESOURCE SERVICES: NEW HIRE REPORT FOR JANUARY 2024; VACANCY REPORT FOR DECEMBER 2023 AND JANUARY 2024; REQUEST APPROVAL OF INTERNSHIP PROGRAM POLICY; REQUEST ADOPTION OF NC 457 DEFERRED COMPENSATION PLAN; ECU HEALTH WELLNESS MEMBERSHIP PROGRAM UPDATE

Ms. Kimberly Turner, HR Director, introduced the New Hires for January 2024 as follows:

Hertford County Personnel Report
January 2024

<u>Employees Hired</u>	<u>PT/FT</u>	<u>Department</u>
James Williams	PT	Solid Waste
Johnetta Chavis	PT	Tax Assessor
William Ward	FT	Sheriff
Quaesha Price	FT	DSS
Benjamin Echevarria	FT	Sheriff
Devon Harper	PT	EMS
Victoria Dembry	FT	Detention Center
Shady Welch	FT	Detention Center
Henry Wilson	PT	Sheriff
Joseph Powell	PT	Solid Waste

Ms. Turner proceeded to share the Vacancy report for December 2023 and January 2024, requested approval of the Internship Program Policy, and adoption of the NC 457 Deferred Compensation Plan.

Chairman Lassiter advised Ms. Turner that the Internship Program Policy was a draft for review only and that she should bring the NC 547 Deferred Compensation Plan back to the Board to review and vote on at the February 19th Regular Board Meeting,

The ECU Health Wellness Membership Program Update was provided by Mae Rose with ECU Wellness Center in Ahoskie.

REQUEST CONSIDERATION OF BOARD APPOINTMENTS: FIREFIGHTERS RELIEF FUND BOARD (AHOSKIE AND MILLENNIUM)

The Board made the following appointments:

On a motion by Com. William F. Mitchell seconded by Com. Douglas, the Board approved the appointments to the **Firefighters Relief Fund Board** for two-year terms effective February 5, 2023 as follows: Millennium - Tabod Davis and Johnny Outlaw terms expire January 31, 2026; and Ahoskie - Jerry Castelloe, Sr. term expire June 30, 2026.

RECOGNITIONS IN HONOR OF BLACK HISTORY MONTH

Interim County Manager Kevin Patterson presented citizens Ms. Julia Melton Whitaker (received in her absence by her family friend Ms. Partlow) and Ms. Sheila Vaughan Eley to the Board in honor of Black History Month for their community service.

Com. Gatling requested that it be noted the Ms. Sheila Vaughan Eley be credited with service to Exodus for Youth.

REQUEST APPROVAL OF AMENDMENT TO HERTFORD COUNTY BUDGET ORDINANCE FY 2023- 2024 BUDGET AMENDMENT NUMBER 11

No action was taken by the Board on the approval request of Amendment to Hertford County Budget Ordinance FY 2023-2024 Budget Amendment Number 11 as a result of the budget line items for Chairman Lassiter informed Ms. Edwards that the Insurance Reimbursements for damaged vehicles (Sheriff Department and Office of Aging), were previously approved by the Board.

HERTFORD COUNTY PLANNING BOARD REQUEST FOR PUBLIC HEARING FOR THE PURPOSE OF HEARING AND VOTING ON THE NEWLY WRITTEN UNIFIED DEVELOPMENT ORDINANCE

On a motion by Com. Gatling seconded by Com. Douglas, the Board approved the request for a Public Hearing for the Purpose of Hearing and Voting on the Newly Written Unified Development Ordinance as presented by Mrs. Sara Turner, GIS & Planning Director, with the Public Hearing set for Monday, March 4, 2024, at 9:15 AM.

INTERIM COUNTY MANAGER'S REPORT: OPIOID SETTLEMENT, TELECOMMUNICATOR TRAINING, BRIC GRANT

Mr. Patterson provided updates as follows: 1) Opioid Settlement – the next group meeting tentatively February 21, 2024, at 12 Noon to discuss the available uses of the funds and a strategy to develop recommendations for the Board; 2) Telecommunicator Training – a syllabus is being finalized for a telecommunicator class to assist in training new personnel. E-911 and HR are working with RCCC to finalized the class; and reported that the 2023 BRIC Grant application for the Herford County Green Power On-Demand System (GPODS) Scoping Project has been submitted.

BOARD CHAIR'S/CLERK'S REPORT

Clerk Tyler shared the Board Chair's/Clerk report for February, the County Mission Statement and provided a Did You Know for Black History Month noting Hiram Rhodes Revels, the first African American to serve in the U.S. Congress and Jane Matilda Bolin, the first African American Woman to serve as a Judge of Domestic Relations Court in New York City in 1939.

COMMISSIONERS' COMMENTS

The Board commented collectively thanking the students, staff for their participation and presentations to the Board, thanked the Black History resolution recipients for their continued commitment to serving citizens and thanked everyone for attending the meeting.

CLOSED SESSION

On a motion by Vice-Chair Horton, seconded by Com. Mitchell, 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. Mitchell, seconded by Com. Douglas, the Board returned to Regular Session.

RECESS MEETING

On a motion by Vice-Chair Horton seconded by Com. Mitchell, the Board approved to recess the meeting to convene in the Government Center Conference room for the Board Retreat

On a motion by Com. Douglas seconded by Com. Gatling, the Board Adjourned from the Board Retreat.

Approved: February 19, 2024
The Honorable Andre` M. Lassiter, Sr., Chairman

Dr. Renee Tyler, Clerk to Board