

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

**Minutes March 18, 2024 – 7:00 PM**

**Present:** Com. John D. Horton, Vice-Chair, Com. Leroy Douglas, and  
Com. William F. Mitchell, Jr.

**Absent:** Com. Andre` M. Lassiter, Sr., Chairman and Com. Ronald  
J. Gatling

**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

The following employees attended the meeting: Director Leslie Edwards, Director Kim Turner, Director Felicia Gaskins, Demarcus Thompson, PIO KaWania Parker, Mrs. Tameka Johnson, and Director Brenda Brown, Tiffany Walton- Social Worker Supervisor III Jacqueline Porter-Social Worker Supervisor II Joyce Barnes Debbie Brinkley Maryam Brown Kuanicia Cherry Jabria Lassiter Juanita Manley Kisha Melton Gracie Moore Kathy Moore Patty Ricks Sandra Spivey Portia Valentine Tammi Vaughan Terrie Williams, Joyce Barnes & Portia Valentine.

Vice-Chairman John D. Horton called the meeting to order and Dr. James Shearn, Senior Pastor, Jordan Grove Baptist Church, Winton, NC provided the Invocation.

**CONSENT AGENDA**

On a motion by Com. William F. Mitchell, seconded by Com. Douglas, the Board approved the Consent Agenda as follows:

- March 4, 2024 Minutes

- NCVTS Refunds: Regan Hill Edwards, Alonge L. Graham, Stephen R. Piland

North Carolina Vehicle Tax System			
NCVTS Pending Refund report			
Report Date 3/5/2024 10:25:50 AM			
Payee Name	Primary Owner	Secondary Owner	Total Change
EDWARDS, REGAN HILL	EDWARDS, REGAN HILL		(\$113.48)
			(\$109.43)
			(\$10.00)
			\$232.91
GRAHAM, ALONGE LAVERNE	GRAHAM, ALONGE LAVERNE		(\$71.95)
			(\$69.37)
			\$0.00
			\$141.32
PILAND, STEPHEN RICHARD	PILAND, STEPHEN RICHARD		(\$121.89)
			(\$117.53)
			\$0.00
			\$239.42

- Resolution: Honoring March As Social Worker Month



#### 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 IN HONOR OF SOCIAL WORKER MONTH (MARCH 2024)

**WHEREAS,** Social Workers play an indispensable role in promoting the well-being of individuals, families, and communities by addressing social injustices, advocating for vulnerable populations, and providing support and resources to those in need; and

**WHEREAS,** Social Workers tirelessly dedicate themselves to improving the lives of others, often facing challenging circumstances with compassion, empathy, and professionalism; and

**WHEREAS,** Social Workers serve as catalysts for positive change, working across various settings such as hospitals, schools, non-profit organizations, and government agencies to address systemic issues and create a more just and equitable society; and

**WHEREAS,** Social Worker Month provides an opportunity to recognize and celebrate the invaluable contributions of social workers to our communities and to raise awareness about the importance of their work; and

**THEREFORE, BE IT RESOLVED,** that Hertford County hereby recognizes March as Social Work Month and extends gratitude and appreciation to social workers for their assiduous efforts and unwavering dedication to their resilience, commitment to fostering social justice, and improving the lives of individuals and communities. We urge all members of our community to join us in expressing gratitude to social workers and to support efforts to strengthen the social work profession and enhance access to social services for all.

Adopted this the 18<sup>th</sup> day of March, 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

- Amendment to Hertford County Budget Ordinance Fiscal Year - 2024 Budget Amendment #13

# AMENDMENT TO HERTFORD COUNTY BUDGET ORDINANCE FISCAL YEAR 2023-2024

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, 2024:

**REVENUE:**

<b>Department</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Amount Increase</b>	<b>Amount Decrease</b>
General Fund	100112-448500	Fund Balance Appropriation	\$ 5,000	
	<b>Total Changes in Revenue</b>		<b>\$ 5,000</b>	<b>\$ -</b>

<b>Net Change in Revenue</b>	<b>\$5,000</b>
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**EXPENDITURE:**

Department	Account Number	Account Description	Amount Increase	Amount Decrease
Special Appropriations	109000-500034	Cultivator Inc	\$ 5,000	
	Total Changes in Expenditures		\$ 5,000	\$ -

<b>Net Change in Expenditures</b>	<b>\$5,000</b>
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**Explanation:**

Special Appropriation for Cultivator for rehab of reading institute. Approved by BOCC on 01/02/2024.

\_\_\_\_\_  
Finance Director

\_\_\_\_\_  
Date

Amendment # 13  
Approved: \_\_\_\_\_  
Posted: \_\_\_\_\_

- January Monthly Financial Report

On a motion by Com. Douglas, seconded by Com Mitchell, the Board approved the January Monthly Financial Report submitted by Ms. Leslie Edwards, Finance Director as follows:

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County of Hertford  
Monthly Financial Report

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January 2024



Leslie H. Edwards, Finance Director



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## Letter of Transmittal

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March 18, 2024

County Administration and the Finance Department are pleased to present the January 31, 2024, Monthly Financial Report (MFR) to the Board of County Commissioners and the Citizens of Hertford County.

The MFR is intended to provide informative and relevant financial data to the Board of County Commissioners and the Citizens of Hertford County. The MFR includes highlights of the County's financial position and relative stability as of January 31, 2024. The financial information, which is unaudited, includes a comparative analysis of the General Fund as well as the Enterprise Fund(s) revenues and expenditures to date for the periods ending January 31, 2023, and 2024.

Interpretative Note: the figures, amounts, data points and percentages contained in the MFR will be impacted by timing differences in receipts and payments from the comparative fiscal years. These timing anomalies are most pronounced early in the Fiscal Year due to the ad valorem tax receipt deadline and the quarterly disbursement cycle of sales tax revenues. Further, all funds except the Enterprise Funds are accounted for on a modified accrual basis of accounting as required by the North Carolina General Statute § 159-26(c). Under modified accrual accounting, revenues are reported when they are both measurable and available. Expenditures are recorded in the period in which the liability is incurred, except for interest on long-term debt and accrued compensated absences. The Enterprise Funds use full accrual accounting, recording revenues when earned and expenditures when incurred.

**Exhibit 1** indicates that as of January 31, 2024, General Fund revenues totaled \$18.6 million, which equates to 60% of the budgeted annual revenues (does not include transfers).

**Exhibit 2** provides an overview of the delinquent tax figures.

**Exhibit 3** indicates that as of January 31, 2024, General Fund expenditures totaled \$15.6 million, which equates to 50.6% of the budgeted annual expenditures.

**Exhibit 4** indicates that as of January 31, 2024, Southern Rural Water District Fund revenues totaled \$775 thousand, which equates to 58.5% of the budgeted annual revenue and the expenditures totaled \$873 thousand, which equates to 65.8% of the budgeted annual expenditures (these do not include transfers). Southern and Northern Water Funds will reflect higher expenses as annual debt payments are made in December of each year; revenues as compared to expenses will level off in future months.

**Exhibit 5** indicates that as of January 31, 2024, Northern Rural Water District Fund revenues totaled \$318 thousand, which equates to 56.4% of the budgeted annual revenue and the expenditures totaled \$372 thousand, which equates to 66% of the budgeted annual expenditures (these do not include transfers). Southern and Northern Water Funds will reflect higher expenses as annual debt payments are made in December of each year; revenues as compared to expenses will level off in future months.

**Exhibit 6** indicates that as of January 31, 2024, Tunis Sewer District Fund revenues totaled \$17 thousand, which equates to 36.5% of the budgeted annual revenue as well as expenditures totaled at \$14 thousand which equates to 29.4% of the budgeted annual expenditures (this does not include transfers).

**Exhibit 7** indicates that as of January 31, 2024, Sanitation (Solid Waste) Fund revenues totaled \$1.15 million, which equates to 61.4% of the budgeted annual revenue (this does not include transfers) & Sanitation (Solid Waste) Fund expenditures totaled \$957 thousand, which equates to 51% of the budgeted annual expenditures (this does not include transfers).

**Exhibit 8** is a descriptive illustration of the County's outstanding long-term debt as of January 31<sup>st</sup> for Fiscal Years 2021 to 2024, as well as the debt related activity for the period ending January 31, 2024.

Respectfully Submitted,

Leslie H. Edwards  
Finance Director



## Comparative Statement General Fund Revenues

As a point of comparison, the County's total General Fund revenue collection is not noticeably different from the same reporting period in Fiscal Year 2022-2023. County staff continues to monitor Federal and State legislative trends, which may impact our local economy. Lastly, County staff will analyze revenue collection statistics and offer recommendations to the Board of County Commissioners to ensure that the County maintains fiscal prudence and financial solvency.

As of January 31, 2024, General Fund revenues totaled \$18.6 million, which equates to 60% percent of the budgeted revenues that have been collected by the County.

Revenues may not track consistently with the calendar since many revenue sources have due dates that do not occur consistently throughout the Fiscal Year. Large revenue sources, such as ad valorem and personal property tax revenues are remitted throughout the year with a single deadline occurring in January of each year.

### Exhibit 1

Description	Fiscal Year 2022-2023			Fiscal Year 2023-2024		
	Budgeted	Year to Date Actuals	Percentage of Actuals to Budgeted	Budgeted	Year to Date Actuals	Percentage of Actuals to Budgeted
Ad Valorem Taxes	\$ 13,078,001	\$ 11,970,027	91.5%	\$ 13,404,491	\$ 12,819,722	95.6%
Vehicle Taxes	23,500	4,070	17.3%	8,400	2,794	33.3%
NC New Vehicle Taxes	1,507,750	849,694	56.4%	1,883,300	865,720	46.0%
Sales Taxes	5,739,595	2,208,769	38.5%	6,504,225	1,962,227	30.2%
Other Taxes & Licenses	82,600	34,543	41.8%	70,000	34,039	48.6%
Unrestricted Intergovernmental	61,500	-	0.0%	57,000	561	1.0%
Restricted Intergovernmental	732,560	441,164	60.2%	404,000	335,528	83.1%
Restricted Intergovernmental- Aging	353,759	233,575	66.0%	351,944	135,717	38.6%
Restricted Intergovernmental- DSS	2,818,319	1,375,847	48.8%	3,255,283	1,360,698	41.8%
Permits and Fees	185,600	126,261	68.0%	173,900	104,742	60.2%
Sales and Services	1,536,427	887,584	57.8%	1,190,540	784,662	65.9%
Investment Earnings	17,000	87,767	516.3%	40,000	46,910	117.3%
Miscellaneous	130,738	129,178	98.8%	61,568	74,704	121.3%
Transfer Funds	47,243	33,244	70.4%	217,087	73,202	33.7%
DSS Donation	-	2,010	100.0%	-	1,601	100.0%
COVID Relief Funds/FEMA Reimb.	-	18,122	0.0%	-	-	0.0%
Fund Balance Appropriation	3,271,314	-	0.0%	3,373,526	-	0.0%
<b>Totals</b>	<b>\$ 29,585,906</b>	<b>\$ 18,401,855</b>	<b>62.2%</b>	<b>\$ 30,995,264</b>	<b>\$ 18,602,827</b>	<b>60.0%</b>

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## Delinquent Taxes

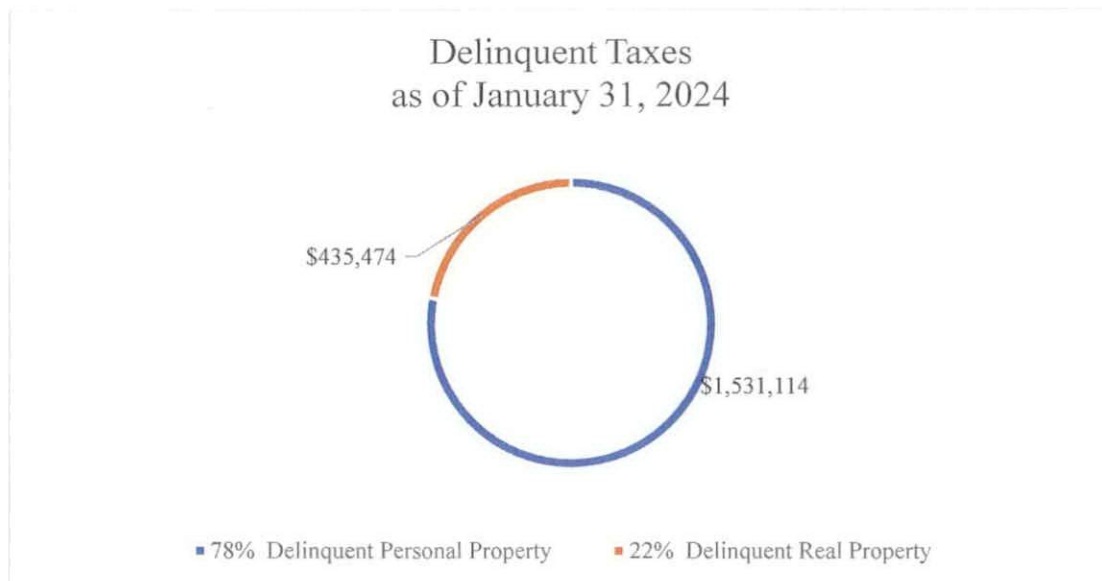
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The Board of County Commissioners recognizes the significance and equity of collecting Delinquent Taxes. As such, the Board directed County staff to develop and implement a plan to ultimately increase the collection rate to 99% percent. As of the Fiscal Year 2021-2022 Audit, the County's collection rate is 96.58%. The collection remedies for collecting delinquent taxes are provided in North Carolina General Statute § 105-366 through North Carolina General Statute § 105-375. The appointed Tax Collector may utilize attachment and garnishment, levy and sale of personal property, foreclosure, etc. to collect delinquent taxes. Based on the guidance from the Commissioners and the collection remedies available, County staff have devised a comprehensive plan to achieve the Board's goal.

As of January 31, 2024, the delinquent taxes balance was \$1.9 million which equates to 10% percent of the total tax levy. As a point of reference, one (0.01¢) penny on the tax rate generates approximately \$171,348 in tax revenue. The delinquent taxes balance equates to approximately ten (0.10¢) cents on the tax rate.

\*Assumes collection rate of 100%

### Exhibit 2



## Comparative Statement General Fund Expenditures

As of January 31, 2024, the General Fund expenditures for Fiscal Year 2023-2024 totaled \$15.6 million, at 50.6% of the annual budgeted amounts.

General Fund expenditures are monitored and appropriation recommendations are submitted to the Commissioners throughout the Fiscal Year in accordance with the Board's guidance, statutory requirements, external economic variables as well as General Fund revenue receipts.

### Exhibit 3

Description	Fiscal Year 2022-2023			Fiscal Year 2023-2024		
	Budgeted	Year to Date Actuals	Percentage of Actuals to Budgeted	Budgeted	Year to Date Actuals	Percentage of Actuals to Budgeted
Governing Body	\$ 258,290	\$ 176,369	68.3%	\$ 252,555	\$ 124,344	49.2%
Fees For Taxes	50,000	35,990	72.0%	92,500	35,204	38.1%
Administration	575,633	326,197	56.7%	784,408	462,549	59.0%
Hr & Risk Services	477,035	277,734	58.2%	681,585	375,095	55.0%
Finance	470,359	269,709	57.3%	508,185	226,040	44.5%
Tax Assessor	313,595	104,161	33.2%	360,205	174,469	48.4%
Tax Collector	248,990	132,819	53.3%	294,949	152,456	51.7%
Elections	268,221	203,042	75.7%	224,232	123,202	54.9%
Register Of Deeds	213,528	130,091	60.9%	270,824	140,112	51.7%
Land Records	265,458	128,191	48.3%	280,588	140,897	50.2%
Sheriff	2,850,165	1,334,580	46.8%	2,752,351	1,476,185	53.6%
Jail	2,023,500	916,048	45.3%	2,287,558	1,236,370	54.0%
Emergency Management	306,973	170,246	55.5%	386,577	207,268	53.6%
Emergency Services	1,882,029	909,833	48.3%	1,594,242	814,788	51.1%
E911 Central Communications	775,350	434,855	56.1%	787,618	360,855	45.8%
Animal Control	123,606	62,152	50.3%	162,090	68,094	42.0%
Medical Examiner	16,800	400	2.4%	16,000	-	0.0%
Building Inspections	159,742	91,554	57.3%	174,374	97,222	55.8%
Economic Development	131,057	55,685	42.5%	153,647	53,746	35.0%
Public Buildings	1,332,842	725,670	54.4%	1,618,440	917,077	56.7%
Veterans Service	70,936	43,672	61.6%	85,708	44,473	51.9%
Soil Conservation	143,697	48,248	33.6%	133,112	46,500	34.9%
Coop Extension	160,249	72,217	45.1%	170,812	80,566	47.2%



Exhibit 3 Continued

Coop Extension	160,249	72,217	45.1%	170,812	80,566	47.2%
Steps to Health Grant	1,200	-	0.0%	1,200	68	5.7%
Health Department	532,312	308,116	57.9%	536,536	300,238	56.0%
Courts Department	91,750	70,593	76.9%	92,975	83,553	89.9%
Mental Health	86,400	50,742	58.7%	86,400	52,197	60.4%
Community Based Alternative	108,000	63,000	58.3%	115,000	67,083	58.3%
DJJ & Delinquency Prevention	137,203	77,100	56.2%	138,910	74,424	53.6%
ROAP Grant	129,909	71,842	55.3%	30,000	30,000	100.0%
Legal Department	84,000	49,000	58.3%	84,000	49,000	58.3%
Central Services	20,500	8,574	41.8%	21,500	9,903	46.1%
Central Services-Telephone	227,030	121,380	53.5%	123,500	59,783	48.4%
Central Services-Tech Support	857,119	567,119	66.2%	800,825	409,017	51.1%
Aging Administration	394,781	216,076	54.7%	529,350	271,335	51.3%
Aging - Public Assistance	369,114	176,780	47.9%	370,800	201,282	54.3%
DSS Administration	2,774,528	1,492,339	53.8%	3,386,063	1,758,065	51.9%
DSS - Public Assistance	1,088,143	741,966	68.2%	974,914	488,529	50.1%
DSS - Grants	35,000	12,744	36.4%	35,000	19,314	55.2%
Local Funds	439,735	241,854	55.0%	464,561	240,078	51.7%
Debt Service - Judicial Center	875,819	119,859	13.7%	847,069	106,804	12.6%
Debt Service - DSS Renovation	270,522	-	0.0%	265,097	-	0.0%
Debt Service - AES School	588,800	44,400	7.5%	577,700	38,850	6.7%
Contribution Fire/Rescue	410,834	188,094	45.8%	386,542	246,165	63.7%
Public Schools	5,477,792	3,197,468	58.4%	5,555,598	3,103,833	55.9%
Special Appropriations	177,391	115,745	65.2%	217,319	164,460	75.7%
Operating Transfers	990,649	594,311	60.0%	1,031,845	542,577	52.6%
Contingency	299,320	-	0.0%	250,000	-	0.0%
Transfers/Adjustments	-	-	0.0%	-	-	100.0%
<b>Totals</b>	<b>\$ 29,585,906</b>	<b>\$ 15,178,565</b>	<b>51.3%</b>	<b>\$ 30,995,264</b>	<b>\$ 15,674,070</b>	<b>50.6%</b>

## Comparative Statement Enterprise Fund Revenues & Expenditures

Hertford County has one kind of Proprietary Fund. Enterprise Funds are used to report the same functions presented as business-type activities in the government-wide financial statements. Hertford County uses Enterprise Funds to account for its water and sewer activities and for its sanitation operations. Actual revenues and expenditures for the Enterprise Funds are recorded on the full accrual accounting basis method, meaning that revenues are recorded when earned and expenditures when incurred.

Hertford County operates four (4) Enterprise Funds to include: 1) Southern Rural Water District Fund, 2) Northern Rural Water District Fund, 3) Tunis Sewer District Fund & 4) Sanitation (Solid Waste) Fund. Enterprise Funds distinguish operating revenue and expenses from non-operating items. Operating revenues and expenses generally result from providing services as well as producing and delivering goods in connection with an Enterprise Fund's principal ongoing operations.

The budgeted figures for Fiscal Year 2023-2024 were established to support the ongoing operations and anticipated capital improvements for each Enterprise Fund. Southern and Northern Water Funds will reflect higher expenses as annual debt payments are made in December of each year; revenues as compared to expenses will level off in future months. The budgeted revenue figures include estimated carryover from the prior Fiscal Year. Actual carryover amounts from Fiscal Year 2022-2023 to Fiscal Year 2023-2024 are reported as a component of operating revenue.

### Exhibit 4

Description	Fiscal Year 2022-2023			Fiscal Year 2023-2024		
	Budgeted	Year to Date Actuals	Percentage of Actuals to Budgeted	Budgeted	Year to Date Actuals	Percentage of Actuals to Budgeted
Southern Rural Water District Revenue	\$ 975,623	\$ 556,465	57.0%	\$ 1,326,710	\$ 775,632	58.5%
Southern Rural Water Expense	975,623	705,809	72.3%	1,326,710	873,329	65.8%

### Exhibit 5

Description	Fiscal Year 2022-2023			Fiscal Year 2023-2024		
	Budgeted	Year to Date Actuals	Percentage of Actuals to Budgeted	Budgeted	Year to Date Actuals	Percentage of Actuals to Budgeted
Northern Rural Water District Revenue	\$ 464,722	\$ 238,179	51.3%	\$ 564,951	\$ 318,722	56.4%
Northern Rural Water Expense	464,722	318,255	68.5%	564,951	372,874	66.0%

### Exhibit 6

Description	Fiscal Year 2022-2023			Fiscal Year 2023-2024		
	Budgeted	Year to Date Actuals	Percentage of Actuals to Budgeted	Budgeted	Year to Date Actuals	Percentage of Actuals to Budgeted
Tunis Sanitary Sewer District Revenue	\$ 33,543	\$ 16,319	48.7%	\$ 48,100	\$ 17,574	36.5%
Tunis Sanitary Sewer District Expense	33,543	6,089	18.2%	48,100	14,154	29.4%

### Exhibit 7

Description	Fiscal Year 2022-2023			Fiscal Year 2023-2024		
	Budgeted	Year to Date Actuals	Percentage of Actuals to Budgeted	Budgeted	Year to Date Actuals	Percentage of Actuals to Budgeted
Solid Waste Revenue	\$ 1,290,287	\$ 1,112,616	86.2%	\$ 1,879,662	\$ 1,154,911	61.4%
Solid Waste Expense	1,290,287	776,646	60.2%	1,879,662	957,708	51.0%

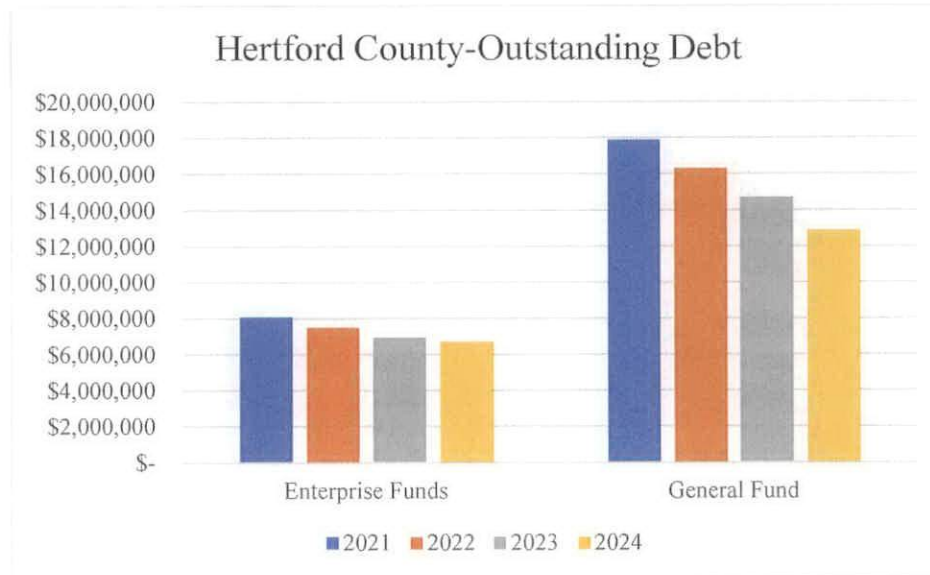


## Outstanding Long-Term Debt

In the Government-wide Financial Statements and Proprietary Fund (Enterprise Fund) types in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities on the statement of net position.

As part of the budget development process each Fiscal Year and in accordance with North Carolina General Statute § 159-35 & North Carolina General Statute § 159-36, Hertford County is required to appropriate adequate funding to satisfy all principal and interest payments associated with any long-term debt prior to contemplating any other expense or expenditure.

**Exhibit 8**



					FY 2024	Debt
	Debt Outstanding	Debt Outstanding	Debt Outstanding	Debt Outstanding	Annual Debt	Retirement
	2021	2022	2023	2024	Service	Date
<i>Enterprise Funds</i>					Payment	
Northern Water District	\$ 3,417,969	\$ 3,214,089	\$ 3,010,569	\$ 2,807,409	\$ 202,800	FY 59
Southern Water District	\$ 4,230,340	\$ 3,877,812	\$ 3,525,284	\$ 3,525,284	\$ 352,529	FY 59
Tunis Sanitary District	\$ 417,394	\$ 404,626	\$ 391,999	\$ 379,516	\$ 12,341	FY 54
<b>Subtotal Enterprise Funds</b>	<b>\$ 8,065,703</b>	<b>\$ 7,496,527</b>	<b>\$ 6,927,852</b>	<b>\$ 6,712,209</b>	<b>\$ 567,670</b>	
<i>General Fund</i>						
DSS Renovation	\$ 2,099,066	\$ 1,817,693	\$ 1,541,745	\$ 1,271,224	\$ 265,096	FY 28
Judicial Center	\$ 10,155,488	\$ 9,240,769	\$ 8,351,050	\$ 7,476,331	\$ 845,968	FY 33
Ahoskie Elementary School	\$ 5,625,608	\$ 4,999,500	\$ 4,399,600	\$ 3,810,800	\$ 577,700	FY 30
USDA - Ambulance, QRV, Generator	\$ -	\$ 260,030	\$ 234,027	\$ 208,024	\$ 26,003	FY 30
Southern Bank - John Deere 4WD Loader	\$ -	\$ -	\$ 160,730	\$ 119,622	\$ 40,495	FY 26
<b>Subtotal General Fund</b>	<b>\$ 17,880,162</b>	<b>\$ 16,317,992</b>	<b>\$ 14,687,153</b>	<b>\$ 12,886,001</b>	<b>\$ 1,755,262</b>	
<b>Totals</b>	<b>\$ 25,945,865</b>	<b>\$ 23,814,519</b>	<b>\$ 21,615,005</b>	<b>\$ 19,598,210</b>	<b>\$ 2,322,932</b>	

## HCPS School Capital Outlay Requests

Fiscal Year 2023-2024

Capital Outlay Request #	Date	Description	Amount
Request # 1	9/20/2023	Painting, HVAC Mini Splits, Restroom Remodel (HCMS)	\$164,088.74
Request # 2	10/2/2023	HCMS White Boards and Painting	\$181,853.75
Request # 3	11/1/2023	HCMS Doors and Hardware	\$ 22,768.93
Request # 4	1/16/2024	HVAC Replacement CHALL, HCHS Roof Repairs, Fieldhouse HVAC Replacement	\$ 56,987.29
Total			\$425,698.71

Fiscal Year 2023-2024

## RCCC Capital Outlay Requests

Capital Outlay Request #	Date	Description	Amount
Total			\$ -



## **NATIONAL WOMEN'S MONTH RECOGNITIONS & RESOLUTION IN HONOR OF SOCIAL WORKER MONTH (MARCH 2024)**

In recognition of National Women's Month, on behalf of the Board, the following recipients were honored for their outstanding leadership and many contributions to Hertford County's social progress, history and culture Manager Patterson presented the following recipients for National Women's month: Mrs. Gay Eason - Eddie Harrell's Ahoskie, Ms. Shirley Freeman - Added Touch Florist, Ahoskie, Mrs. Barbara Valaquez - Mug Shotz, Ahoskie, Mrs. Sylvia Anderson - Lamont, Murfreesboro, Ms. Chalcey Wiggins - Hair By Chalcey, Murfreesboro, and Mrs. Marion Winborne - Precious Land Christian Day Care/Home, Murfreesboro as presented by Interim Manager Kevin Patterson.

The Board recognized Dept. of Social Services Director Brenda Brown and the following DSS employees: Tiffany Walton- Social Worker Supervisor III Jacqueline Porter- Social Worker Supervisor II Joyce Barnes Debbie Brinkley Maryam Brown Kuanicia Cherry Jabria Lassiter Juanita Manley Kisha Melton Gracie Moore Kathy Moore Patty Ricks Sandra Spivey Portia Valentine Tammi Vaughan Terrie Williams, Joyce Barnes & Portia Valentine.

### **PUBLIC COMMENT**

No public comment was given.

### **REQUEST APPROVAL OF RECOMMENDATION FOR FIREWORKS**

On a motion by Com. Douglas, seconded by Com. Mitchell, the Board approved for Wetzel Pyrotechnics to display fireworks for July 4<sup>th</sup> for a total of \$30,000.00 as presented by Interim Manager Patterson.

### **RECOMMENDATION FOR APPROVAL OF THE ECONOMIC DEVELOPMENT ADVISORY BOARD BYLAWS UPDATES**

On a motion by Com. Mitchell, seconded by Com. Douglas, the Board approved the modifications to the Economic Development Advisory Board Bylaws Attendance Policy with one virtual option, quarterly meetings (at a minimum) and ethics training for each member serving on the board as presented by Ms. Kelly Bowers, Economic Development Director.

### **INTERIM COUNTY MANAGER'S REPORT:**

Interim County Manager Patterson provided the following report: Request for letter of support to NC Dept. of Transportation regarding concerns at Intersection of the DT Road (SR 1419) and Hwy. 13, DOT is proposing to move the intersection towards Ahoskie allowing space to realign the intersection to a near perpendicular intersection.

On a motion by Com. Mitchell, seconded by Com. Douglas, the Board approved the letter of support to DOT to move the intersection of DT Road (SR 1419) and Hwy. 13 towards Ahoskie allowing for space to realign the intersection to a near perpendicular intersection as presented by Interim Manager Patterson.

Mr. Patterson reported that the water line extension Estimate has been received for \$3,525,342.40 to run water along NC-561 and NC-45.

Roanoke Chowan Foundation Grant Award HC Office of Aging in the amount of \$25,000.00 for medical transportation assistance requiring no match from the County.

On a motion by Com. Douglas, seconded by Com. Mitchell, the Board approved to accept the Roanoke Chowan Foundation Grant Award funds of \$25,000.00 for medical transportation assistance for the Office of Aging.

Manager Patterson discussed the engagement letter with Parker Poe Adams & Bernstein, LLP for Economic Development Projects and the Potential Acquisition of Land.

On a motion by Com. Mitchell, seconded by Com. Douglas, the Board accepted the terms of engagement letter with Parker Poe Adams & Bernstein, LLP.

#### **BOARD CHAIR'S/CLERK'S REPORT**

Clerk Tyler shared the Board Chair's/Clerk report for March and April and the County Mission Statement.

#### **COMMISSIONERS' COMMENTS**

Vice-Chair Horton thanked everyone for attending the meeting.

#### **CLOSED SESSION**

There were no items for Closed Session.

#### **ADJOURN MEETING**

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

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Approved: April 1, 2024

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

Dr. Renee Tyler, Clerk to Board