

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

Minutes February 19, 2024 – 7:00 PM

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

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 Kim Turner, Director Felicia Gaskins, Demarcus Thompson, PIO KaWania Parker, Director Brenda Brown, Director Stanley Lassiter, Director Chris Smith, and Sheriff Dexter Hayes.

Chairman Andre` M. Lassiter called the meeting to order and Pastor Jarvis Lee Parker, Kingdom Building Healing & Deliverance for All People, Ahoskie, NC provided the Invocation.

CONSENT AGENDA

On a motion by Com. Ronald J. Gatling seconded by Com. William F. Mitchell, Jr., that Board approved the Consent Agenda as follows:

- Approval of February 5, 2024 Minutes
- Approval of Taxpayer Refund: - Kristel Privott and Katrine S. Spruill

\$165.42- Kristel Privott: Vendor#8767 Refund for partial payment made on bill before DSO payment arrived.

\$260.00- Katrine S. Spruill: Vendor#16631 Refund for taxpayer was charged landfill & recycle but house was demolished 1/12/23.

- Approval of January 2024 Tax-Payer Releases

RELEASES FOR MONTH ENDING

January 2024

		LEVY	VALUE	TAX
AHOSKIE TOWNSHIP	NAME	YEAR	RELEASED	RELEASED
MURFREESBORO TOWNSHIP				
WINTON TOWNSHIP				
MANEY'S NECK TOWNSHIP				
ST. JOHN TOWNSHIP				
Bill#0000007823-2023-2023 Property is not habitable or is unoccupied with no electrical service during the period of July 1 through June 30 of the taxable year.	Lassiter, Jimmy K	2023		W01-\$130.00 W02-\$130.00
HARRELLSVILLE TOWNSHIP				

TOTAL VALUE APPROVED THIS REPORT (2023LEVY) \$
 TOTAL TAX RELEASED THIS REPORT (2023LEVY) \$
 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 2023) \$130.00
 TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATON 2023) \$130.00
 TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE SITE 2022) \$0
 TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2022) \$0

Respectfully submitted,
 Tammy H. Eason, Tax Collector

- Approval of Resolutions: In Honor of Black History Month:

Former Sheriff Mr. Juan Vaughan:



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 HISTORY MONTH

RESOLUTION HONORING FORMER SHERIFF MR. JUAN VAUGHAN

- 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 also to understand the experiences that have shaped Hertford County and its citizens; and
- WHEREAS,** Former Sheriff, Mr. Juan Vaughan was elected Sheriff December 1, 1997 and sworn in as Hertford County Sheriff on January 1, 1998, with the responsibility of enforcing laws for the safety, security of citizens and crime prevention; and
- WHEREAS,** during his tenure, the "Are You OK Program" was implemented in 2005 for Hertford County Senior Citizens and started the first 24-hour patrol in the county; and
- WHEREAS,** Former Sheriff Vaughan made himself available to the citizens of Hertford County both day and night, he served five consecutive four-year terms unopposed in each election, and served on numerous boards including the NC Sheriffs Training and Standards Commission and Governor Cooper's Transition Team; and
- WHEREAS,** After a 35-year career in law enforcement and 18+ years as Sheriff, he retired October 1, 2016; and

BE IT THEREFORE RESOLVED that the Hertford County Board of County Commissioners hereby congratulates and thanks Former Sheriff, Mr. Juan Vaughan, recognizing his outstanding contributions to Hertford County and his tireless record of community service to citizens.

BE IT FURTHER RESOLVED That an appropriate copy of this resolution be prepared for presentation

Adopted this the 19th 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)

Mrs. Berna Stephens:



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 HISTORY MONTH
RESOLUTION HONORING MRS. BERNA L. STEPHENS**

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 also to understand the experiences that have shaped Hertford County and its citizens; and

WHEREAS, After 28 years, Mrs. Berna L. Stephens retired as an Insurance Claims Examiner assigned to Claims Modernization Project, and she began serving the citizens of Hertford County in 2017 on the Murfreesboro Town Council, serving currently as Murfreesboro Mayor Pro Tem; and

WHEREAS, as a member of the Hertford County Branch NAACP #5403 she advocates to achieve equity, political rights, and social inclusion by advancing policies and practices that expand human and civil rights, eliminate discrimination, and accelerate the well-being, education, and economic security of not only Black people but all persons of color; and

WHEREAS, Councilwoman Stephens' community affiliations include serving as a member of the African American Coalition to help connect City leadership with Hertford County citizens, the Murfreesboro Historical Association, Inc., Secretary of the Hertford/Northampton Partnership for Children, President of the C.S. Brown Regional Cultural Arts Center and Museum, President of the West Roanoke Baptist Association Women's Auxiliary, Chairperson of the JGBC Woman's Ministry, and Associate Pastor of Jordan Grove Baptist Church in Winton, NC; and

BE IT THEREFORE RESOLVED that the Hertford County Board of County Commissioners hereby congratulate and thanks Mrs. Berna L. Stephens, recognizing her outstanding contributions to Hertford County and her record of community service to citizens.

BE IT FURTHER RESOLVED that an appropriate copy of this resolution be prepared for presentation.

Adopted this the 19th 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

Dr. Ricky Brooks:



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 HISTORY MONTH
RESOLUTION HONORING DR. RICKY BROOKS**

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 also to understand the experiences that have shaped Hertford County and its citizens; and

WHEREAS, Dr. Ricky Brooks earned a Bachelor of Science in Biology from the University of Virginia and Doctor of Medicine from the Medical College of Virginia, Richmond, Virginia. In order to fulfill a government federal indebtedness, he was placed in the FQHC Bertie County Rural Health Association in October 1987 with his scope of practice covering Hertford, Bertie, Martin, Gates, and Northampton Counties. During a time when Obstetrical Care and Delivery in the area was provided by only family care physicians, Dr. Brooks was recruited to Hertford County to have an impact on the high maternal and perinatal morbidity and mortality rate in Rural Northeastern North Carolina for mothers and babies; and

WHEREAS, He was the first OBGYN physician to service Bertie and Hertford County. Upon finishing his four-year government obligation, In 1992, he established a private practice in Hertford County while maintaining his affiliation with Bertie County Rural Health Association, providing obstetrical and gynecological services for that setting; and

WHEREAS, His service to Hertford County and Bertie County spans over 37 years. During this time, Dr. Brooks delivered approximately 6,000 babies and served as Chairman of the Obstetrics Department at Roanoke Chowan Hospital. He currently serves as the Chief Medical Officer of Bertie County Rural Health Association, was awarded Physician of the Quarter award (July 2008) and Outstanding Service award for 20 years of service from Roanoke Chowan Hospital. He has been a member of The Ahoskie Soul Saving Station Evangelistic Center for 24 years. Dr. Brooks serves as an Elder, Bible Study teacher, Evangelistic Prison Ministry Outreach Team Bible Study Teacher for the Bertie Correctional Institution in Windsor, North Carolina; and

BE IT THEREFORE RESOLVED that the Hertford County Board of County Commissioners hereby congratulates and thanks Dr. Ricky Brooks, recognizing his outstanding contributions to Hertford County and beyond and his tireless record of community service to citizens.

BE IT FURTHER RESOLVED that an appropriate copy of this resolution be prepared for presentation.

Adopted this the 19th 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

Clerk of Court Mrs. Shirley Johnson:



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 HISTORY MONTH

RESOLUTION HONORING CLERK OF COURT MRS. SHIRLEY JOHNSON

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 also but understand the experiences that have shaped Hertford County and its citizens; and

WHEREAS, in July 1976 Mrs. Shirley Johnson, Clerk of Court, began her distinguished career with Hertford County as the first black to work as a Deputy and Assistant Clerk in the Hertford County Clerk of Court Office. She was elected November 1990 as Clerk of Court and sworn in December 3, 1990, as one of the three first black Clerk of Courts sworn in in North Carolina. In addition to being the overall seeing all the functions of the employee in the office her responsibilities on a day-to-day bases include with the responsibility of providing access to an impartial forum for the resolution of disputes and efficient service and assistance to all court officials, related agencies, members of the bar, citizens of Hertford County and beyond; and

WHEREAS, having numerous judicial functions, Clerk of Court Johnson serves as Judge of Probate over matters regarding the probate of wills and administration of estates in Hertford County and presides over many other legal matters such as adoptions, incompetency and guardianship proceedings, partitions of real property, name changes, real estate foreclosures and petitions for surplus funds; and

WHEREAS, Clerk of Court Mrs. Shirley Johnson in her distinction as the Clerk of Court for Hertford County, performs her duties and services to With zeal and acuity for 34 years with her greatest contributions being her care for her family, extended family of New Beginnings Church, Murfreesboro, North Carolina (*serving as Pastor*), and the citizens of Hertford County and beyond, preserving and ensuring the integrity of the Court and the public's respect for it; and

BE IT THEREFORE RESOLVED that the Hertford County Board of County Commissioners hereby congratulates and thank Clerk of Court Mrs. Shirley Johnson for her extraordinary dedication and unprecedented devotion; and recognizing his outstanding contributions to Hertford County and his tireless record of community service to citizens.

BE IT FURTHER RESOLVED that an appropriate copy of this resolution be prepared for presentation.

Adopted this the 19th 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

- In Honor of Long-Standing Ministries: New Ahoskie Baptist Church (Pastor Dorian T. Daniels, Sr.)



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

**A RESOLUTION IN HONOR OF
NEW AHOSKIE BAPTIST CHURCH**

WHEREAS, the Hertford County Board of Commissioners takes great pleasure in paying tribute to New Ahoskie Baptist Church (NABC) for its commitment to making a sustainable avenue for the citizens of Hertford County, who have greatly benefitted through its various community services; and

WHEREAS, NABC, since its inception in 1866, has championed causes involving civil and human rights, voting registration drives, food pantries, education initiatives, utility assistance, and accordingly, is a significant asset to the community; and

WHEREAS, NABC has for more than 158 plus years been the place of worship for community leaders who have served in various capacities, including teachers, social workers, business leaders, clergy, and members of the judiciary; and

WHEREAS, NABC has shown through their ministries, actions, and good works, compassion in supporting Relay For Life, Hertford County Public Schools through supply drives, coat drives for children in the various communities, after-school programs, and numerous other causes; and

BE IT THEREFORE RESOLVED that Hertford County Board of Commissioners honors and recognizes Pastor Dorian T. Daniels, Sr. as the Servant Leader, the officers, and members of New Ahoskie Baptist Church for their tireless contributions to community service in Hertford County.

BE IT FURTHER RESOLVED that an appropriate copy of this resolution be prepared for presentation.

Adopted this the 19th 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)

New Haven Missionary Baptist Church, Murfreesboro (Pastor Lloyd S. Gatling, Jr.):



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.

**A RESOLUTION IN HONOR OF
NEW HAVEN MISSIONARY BAPTIST CHURCH**

- WHEREAS,** New Haven Missionary Baptist Church was established in 1866 about a year after the Civil War was ended; and
- WHEREAS,** Bro. Carter Lassiter built the first bush shelter when New Haven Missionary Baptist Church started on the church property, years later a wood church was built; and in 1871 its membership was 105; and
- WHEREAS,** in 1954 Pastor John J. Joyner deeded a tract of land to trustees of Mapleton and Murfreesboro Masonic Lodge (later it became a portion of the present property of New Haven Church) and on September 2, 1998, a deed of gift was given to New Haven Missionary Baptist Church by Mrs. Jennie Mae Parker, totaling 3.1837 acres of land; and
- WHEREAS,** In July 2001, Reverend Lloyd S. Gatling, Jr. was called to Pastor New Haven Missionary Baptist Church as its ninth Pastor. Under his leadership, two deacons were ordained, 5th Sunday Service was added, remodeling was completed for the fellowship hall, additional amenities were installed, a Scholarship Fund was established in 2007 along with the Alice P. Lassiter Children's Fund; and
- WHEREAS,** New Haven Missionary Baptist Church has made beneficial contributions to citizens of Hertford County and surrounding communities through the years providing ministry opportunities and security for families and citizens of Hertford County; and

THEREFORE, BE IT RESOLVED, that the Hertford County Board of County Commissioners hereby congratulates and honors New Haven Missionary Baptist Church for its tireless contributions to community service in Hertford County.

BE IT FURTHER RESOLVED that an appropriate copy of this resolution be prepared for presentation.

Adopted this the 19th day of February 2024.

Hertford County Board of Commissioners

ATTES T

The Honorable Andre' M. Lassiter, Sr. Chairman
(SEAL)

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

- Approval of Roanoke-Chowan Community College Resolution in Support of Propel 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 IN SUPPORT OF PROPEL NC

WHEREAS, For more than 50 years, Roanoke-Chowan Community College has served the counties of Hertford, Bertie, and Northampton and its citizens by opening the door to education and career training; and

WHEREAS, All counties served by Roanoke-Chowan Community College benefit from the excellent training the college provides to future health care practitioners and applied technical training workforce; and

WHEREAS, Roanoke-Chowan Community College annually contributes approximately \$33 million to the regional income; equivalent to 1.6% of the gross regional product and supporting one out of every 45 jobs; and

WHEREAS, Healthcare job growth is expected to increase 18.1% in the coming years, which is 3 times that of other job sectors; and

WHEREAS, Job growth in the applied technical training areas (industrial technology, electronics, heating, air conditioning, and refrigeration; machinery; welding; forklift; and commercial truck driving) is expected to increase by 2025 resulting in 1,336 jobs being available in the college's service delivery area; and

WHEREAS, Roanoke-Chowan Community College must be able to offer training to provide the credentials needed by industry; and

WHEREAS, Roanoke-Chowan Community College needs to be able to attract instructors to teach high-demand high-wage programs to the people of Hertford, Bertie, and Northampton Counties; and

WHEREAS, Propel NC will allow the North Carolina Community College System to continue to serve as a national leader in higher education and workforce development; and

WHEREAS, Propel NC will allow Roanoke-Chowan Community College to continue to provide quality training and education to support business and industry needs.

THEREFORE, BE IT RESOLVED that the Hertford County Board of Commissioners unanimously supports Propel NC and the North Carolina Community College System train a highly qualified workforce and meet industry needs quickly and efficiently on this 8th day of February 2024 in the town of Ahoskie, NC.

Adopted this the 19th day of February 2024.

Hertford County Board of Commissioners

ATTEST

Dr. Renee Tyler, NCCCC, Clerk to the Board

The Honorable Andre' M. Lassiter, Sr. Chairman
(SEAL)

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 -2024 BUDGET AMENDMENT #12 AND THE OPIOID
SETTLEMENT BUDGET ORDINANCE, AND DECEMBER MONTHLY
FINANCIAL REPORT**

On a motion by Com. Mitchell, seconded by Com. Douglas, the Board approved Budget Ordinance FY 2024 Budget Amendment 12 totaling \$219,234.00 as presented by Ms. Leslie Edwards as follows:

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:

Department	Account Number	Account Description	Amount Increase	Amount Decrease
General Fund	100112-448500	Fund Balance Appropriation	\$ 3,600	
ROAP	100060-413500	Rural Operating Assistance Program	\$ 125,211	
General Fund	100100-415500	Insurance Claims	\$ 673	
ARPA - Mideast Commission	100061-417708	ARPA Senior Center Ops	\$ 19,000	
ARPA - Mideast Commission	100061-416600	ARPA Congregate Nutrition	\$ 32,680	
ARPA - Mideast Commission	100061-416700	ARPA Home Delivered Meals	\$ 37,860	
Aging	100080-527012	Earmarked Funds	\$ 210	
Total Changes in Revenue			\$ 219,234	\$ -

Net Change in Revenue	\$219,234
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EXPENDITURE:

Department	Account Number	Account Description	Amount Increase	Amount Decrease
Appropriations	109000-500011	Amanda S. Cherry Appropriation	\$ 3,600	
ROAP	104342-568600	EDTAP - Aging	\$ 26,580	
ROAP	104342-568900	EDTAP - DSS	\$ 15,000	
ROAP	104342-568700	RGP	\$ 74,098	
ROAP	104342-568901	Employment	\$ 9,533	
Sheriff	104180-535201	Maint and Repair Vehicle	\$ 673	
Aging	104390-569304	ARPA Senior Center Ops	\$ 19,000	
Aging	104390-569302	ARPA Congregate Nutrition	\$ 32,680	
Aging	104390-539303	ARPA Home Delivered Meals	\$ 37,860	
Aging	104380-527000	Earmarked Funds	\$ 210	
Total Changes in Expenditures			\$ 219,234	\$ -

Net Change in Expenditures	\$219,234
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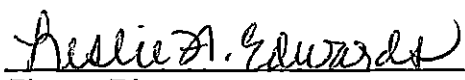
Explanation:

Amanda S. Cherry Resource Center - County Commissioners' Appropriation 3,600.00

ROAP - Final Funding allocation original budgeted at 30,000.00 budget amendment to increase budget to final funding.

ARPA Mid-East Commission - Allocated additional ARPA funds to Aging 19,000.00, 32,680.00, and 37,860.00.

Aging - Donations received 210.00.

 02.12.24
Finance Director Date

Amendment # 12

Approved: _____

Posted: _____

On a motion by Com. Gatling, seconded by Vice-Chair Horton, the Board approved the Ordinance for HC Opioid Settlement Funds totaling \$172,700 as follows:

Budget Ordinance for the Hertford County Opioid Settlement Funds

BE IT ORDAINED by the county commissioners of Hertford County, North Carolina, that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following budget ordinance is hereby adopted:

Section 1: This ordinance is to establish a budget for the county's opioid settlement funds. According to a Memorandum of Agreement (NC MOA) executed by the county and State of North Carolina, the opioid settlement funds are legally restricted to certain purposes:

Option A: A county may fund one or more strategies from a shorter list of high-impact strategies to address the epidemic; or

Option B: If the county first undertakes a collaborative strategic planning process it may choose a strategy from the shorter list of Option A strategies or a longer list of strategies included in the national settlements.

Section 2: Pursuant to the NC MOA, the county commissioners have adopted an Authorizing Resolution that identifies the strategies that the county intends to undertake.

Section 3: The following amounts are appropriate under contingency until the Hertford County commissioners' appropriate funds for a specific purpose:

◦ Contingency	\$ 172,700.00
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Section 4: The following revenues are anticipated to be available:

◦ Revenue	\$ 172,700.00
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Section 5: The Finance Officer is hereby directed to maintain sufficient specific detailed accounting and other compliance records to satisfy the requirements of the NC MOA and state law.

Section 6: The Finance Officer is hereby directed to report the financial status of the project(s) to the governing board on a quarterly basis.

Section 7: Copies of this budget ordinance shall be furnished to the Budget Officer, the Finance Officer and to the Clerk to the Board.

Andre` M. Lassiter, Sr., Chairman

Renee Tyler, NCCC Clerk to the Board

Ms. Edwards presented the December 2023 Finance Report as follows:

County of Hertford
Monthly Financial Report

December 2023



Leslie H. Edwards, Finance Director



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Letter of Transmittal

February 19, 2023

County Administration and the Finance Department are pleased to present the December 31, 2023, 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 December 31, 2023. 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 December 31, 2022, and 2023.

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 December 31, 2023, General Fund revenues totaled \$14.8 million, which equates to 47.9% 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 December 31, 2023, General Fund expenditures totaled \$13.4 million, which equates to 43.5% of the budgeted annual expenditures.

Exhibit 4 indicates that as of December 31, 2023, Southern Rural Water District Fund revenues totaled \$654 thousand, which equates to 49.3% of the budgeted annual revenue and the expenditures totaled \$819 thousand, which equates to 61.8% of the budgeted annual expenditures (these do not include transfers).

Exhibit 5 indicates that as of December 31, 2023, Northern Rural Water District Fund revenues totaled \$266 thousand, which equates to 37.1% of the budgeted annual revenue and the expenditures totaled \$352 thousand, which equates to 62.3% of the budgeted annual expenditures (these do not include transfers).

Exhibit 6 indicates that as of December 31, 2023, Tunis Sewer District Fund revenues totaled \$15 thousand, which equates to 31.4% of the budgeted annual revenue as well as expenditures totaled at \$12 thousand which equates to 24.9% of the budgeted annual expenditures (this does not include transfers).

Exhibit 7 indicates that as of December 31, 2023, Sanitation (Solid Waste) Fund revenues totaled \$1.1 million, which equates to 60.6% of the budgeted annual revenue (this does not include transfers) & Sanitation (Solid Waste) Fund expenditures totaled \$808 thousand, which equates to 43% 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 December 31st for Fiscal Years 2021 to 2024, as well as the debt related activity for the period ending December 31, 2023.

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 December 31, 2023, General Fund revenues totaled \$14.8 million, which equates to 47.9% 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	\$ 10,110,372	77.3%	\$ 13,404,491	\$ 9,981,066	74.5%
Vehicle Taxes	23,500	3,621	15.4%	8,400	2,648	31.5%
NC New Vehicle Taxes	1,507,750	716,222	47.5%	1,883,300	723,672	38.4%
Sales Taxes	5,739,595	1,636,125	28.5%	6,504,225	1,569,615	24.1%
Other Taxes & Licenses	82,600	31,864	38.6%	70,000	29,579	42.3%
Unrestricted Intergovernmental	61,500	-	0.0%	57,000	561	1.0%
Restricted Intergovernmental	732,560	355,174	48.5%	404,000	314,582	77.9%
Restricted Intergovernmental- Aging	353,759	209,278	59.2%	351,944	129,253	36.7%
Restricted Intergovernmental- DSS	2,697,908	1,335,863	49.5%	3,255,283	1,158,908	35.6%
Permits and Fees	185,600	114,394	61.6%	173,900	90,232	51.9%
Sales and Services	1,536,427	634,246	41.3%	1,190,540	664,632	55.8%
Investment Earnings	17,000	65,954	388.0%	40,000	46,910	117.3%
Miscellaneous	127,957	126,893	99.2%	61,568	70,839	115.1%
Transfer Funds	47,243	-	0.0%	217,087	57,452	26.5%
DSS Donation	-	2,010	100.0%	-	-	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%
Totals	\$ 29,462,714	\$ 15,360,138	52.1%	\$ 30,995,264	\$ 14,839,949	47.9%

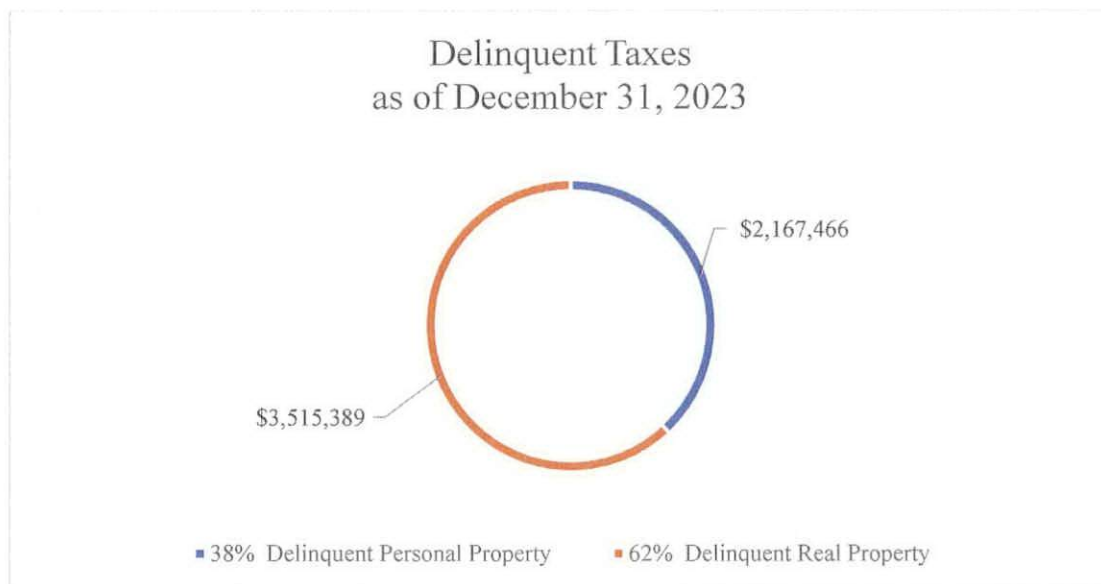
Delinquent Taxes

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 December 31, 2023, the delinquent taxes balance was \$5.6 million which equates to 30% 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 December 31, 2023, the General Fund expenditures for Fiscal Year 2023-2024 totaled \$13.4 million, at 43.5% 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	\$ 158,356	61.3%	\$ 252,555	\$ 112,017	44.4%
Fees For Taxes	50,000	29,553	59.1%	92,500	28,963	31.3%
Administration	575,633	299,262	52.0%	784,408	435,414	55.5%
Hr & Risk Services	477,035	237,988	49.9%	681,585	323,396	47.4%
Finance	470,359	237,044	50.4%	508,185	199,281	39.2%
Tax Assessor	313,595	89,764	28.6%	360,205	133,347	37.0%
Tax Collector	248,990	116,717	46.9%	294,949	124,250	42.1%
Elections	268,221	194,117	72.4%	224,232	103,957	46.4%
Register Of Deeds	213,528	60,147	28.2%	270,824	125,005	46.2%
Land Records	265,458	109,352	41.2%	280,588	118,724	42.3%
Sheriff	2,847,384	1,153,366	40.5%	2,752,351	1,289,683	46.9%
Jail	2,023,500	797,712	39.4%	2,287,558	1,069,720	46.8%
Emergency Management	306,973	135,569	44.2%	386,577	187,801	48.6%
Emergency Services	1,882,029	819,411	43.5%	1,594,242	679,051	42.6%
E911 Central Communications	775,350	366,836	47.3%	787,618	314,639	39.9%
Animal Control	123,606	50,589	40.9%	162,090	60,477	37.3%
Medical Examiner	16,800	400	2.4%	16,000	-	0.0%
Building Inspections	159,742	79,613	49.8%	174,374	84,585	48.5%
Economic Development	131,057	47,632	36.3%	153,647	49,258	32.1%
Public Buildings	1,332,842	647,802	48.6%	1,618,440	824,026	50.9%
Veterans Service	70,936	38,182	53.8%	85,708	38,962	45.5%
Soil Conservation	143,697	43,267	30.1%	133,112	40,609	30.5%
Coop Extension	160,249	54,722	34.1%	170,812	72,373	42.4%

Exhibit 3 Continued

Steps to Health Grant	1,200	-	0.0%	1,200	68	5.7%
Health Department	532,312	269,220	50.6%	536,536	258,923	48.3%
Courts Department	91,750	63,439	69.1%	92,975	81,451	87.6%
Mental Health	86,400	43,091	49.9%	86,400	44,671	51.7%
Community Based Alternative	108,000	54,000	50.0%	115,000	57,500	50.0%
DJJ & Delinquency Prevention	137,203	65,656	47.9%	138,910	66,273	47.7%
ROAP Grant	129,909	60,811	46.8%	30,000	14,091	47.0%
Legal Department	84,000	42,000	50.0%	84,000	42,000	50.0%
Central Services	20,500	8,574	41.8%	21,500	5,908	27.5%
Central Services-Telephone	227,030	111,137	49.0%	123,500	59,783	48.4%
Central Services-Tech Support	857,119	501,901	58.6%	800,825	366,161	45.7%
Aging Administration	394,781	189,238	47.9%	529,350	243,192	45.9%
Aging - Public Assistance	369,114	171,591	46.5%	370,800	195,124	52.6%
DSS Administration	2,770,528	1,262,115	45.6%	3,386,063	1,502,439	44.4%
DSS - Public Assistance	1,002,267	430,329	42.9%	974,914	342,611	35.1%
DSS - Grants	35,000	10,530	30.1%	35,000	16,632	47.5%
Local Funds	409,200	188,241	46.0%	464,561	196,070	42.2%
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	164,216	40.0%	386,542	202,453	52.4%
Public Schools	5,477,792	2,737,210	50.0%	5,555,598	2,666,158	48.0%
Special Appropriations	177,391	101,285	57.1%	217,319	148,728	68.4%
Operating Transfers	990,649	466,344	47.1%	1,031,845	413,053	40.0%
Contingency	299,320	-	0.0%	250,000	-	0.0%
Transfers/Adjustments	-	-	0.0%	-	-	100.0%
Totals	\$ 29,462,714	\$ 12,872,588	43.7%	\$ 30,995,264	\$ 13,484,481	43.5%

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. 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	\$ 975,413	\$ 476,085	48.8%	\$ 1,326,710	\$ 654,394	49.3%
Southern Rural Water Expense	975,413	658,586	67.5%	1,326,710	819,271	61.8%

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	\$ 464,640	\$ 204,693	44.1%	\$ 564,951	\$ 266,088	47.1%
Northern Rural Water Expense	464,640	299,275	64.4%	564,951	352,073	62.3%

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	\$ 13,807	41.2%	\$ 48,100	\$ 15,094	31.4%
Tunis Sanitary Sewer District Expense	33,543	4,973	14.8%	48,100	11,993	24.9%

Exhibit 7

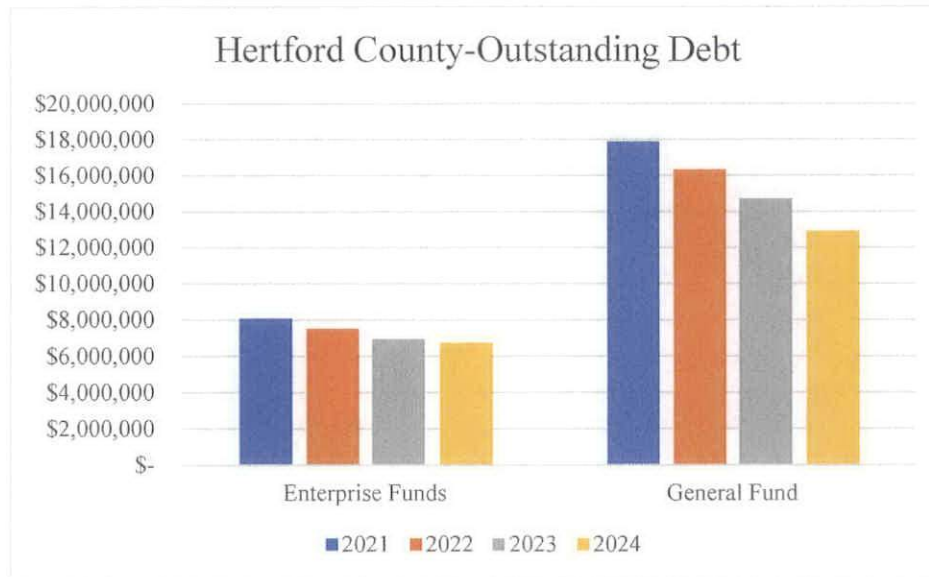
Description	Fiscal Year 2022-2023			Fiscal Year 2023-2024		
	Budgeted	Year to Date Actuals	Percentage of Actuals to Budgeted	Budgeted	Year to Date Actuals	Percentage of Actuals to Budgeted
Solid Waste Revenue	\$ 1,290,287	\$ 967,005	74.9%	\$ 1,879,662	\$ 1,139,707	60.6%
Solid Waste Expense	1,290,287	642,308	49.8%	1,879,662	808,869	43.0%

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
Subtotal Enterprise Funds	\$ 8,065,703	\$ 7,496,527	\$ 6,927,852	\$ 6,712,209	\$ 567,670	
<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
Subtotal General Fund	\$ 17,880,162	\$ 16,317,992	\$ 14,687,153	\$ 12,886,001	\$ 1,755,262	
Totals	\$ 25,945,865	\$ 23,814,519	\$ 21,615,005	\$ 19,598,210	\$ 2,322,932	

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
Total			\$368,711.42

RCCC Capital Outlay Requests

Fiscal Year 2023-2024

Capital Outlay Request #	Date	Description	Amount
Total			\$ -

**REQUEST CONSIDERATION OF BOARD APPOINTMENTS: FIREFIGHTERS
RELIEF FUND BOAD (AHOSKIE & UNION)**

On a motion by Com. Mitchell, seconded by Com. Douglas, the Board appointed Kyle Christopher Simmons to the Firefighters relief Fund Board (Union) for a two-year term, effective February 19, 2024 and expiring June 30, 2026.

On a motion by Com. Mitchell, seconded by Com. Douglas, the Board appointed Michelle White to the Firefighters relief Fund Board (Ahoskie) for a two-year term, effective February 19, 2024 and expiring January 31, 2026.

PUBLIC COMMENT

No public comment was made.

**APPROVAL OF INTERNSHIP PROGRAM POLICY AND ADOPTION OF NC 457
DEFERRED COMPENSATION PLAN**

On a motion by Com. Gatling, seconded by Com. Douglas, the Board approved the Internship Program Policy as presented by Ms. Kimberly Turner, Director of Human Resources/Risk Management, as follows:

HERTFORD COUNTY INTERNSHIP PROGRAM POLICY

1. Policy

It shall be the policy of Hertford County to provide Hertford County students with a unique opportunity to learn how local government operates, gain professional experience in their assigned county department, develop a comprehensive perspective on the mission and vision of Hertford County, and opportunities for networking and professional development.

2. Eligibility

- A. Must be a Hertford County School Student and/or Graduate
- B. Must be a Hertford County Resident
- C. Age 17 and up (Junior/Senior in high school or accepted/wait listed to college)
- D. Must submit a Hertford County Internship Application with Letter of Interest, Resume, and two Reference Letters
- E. Subject to Criminal Background Check

3. Procedure

- The Hertford County Board of Commissioners will allocate funds for the internship program each fiscal year. Ten positions will be funded.
- The Hertford County Board of Commissioners will set wages for interns each fiscal year (currently set at \$10 per hour).
- The Hertford County Board of Commissioners will set the time period(s) for accepting internships during the year. (*April 1, 2024-May 8, 2024*)
- Internship applications (attached) will be accepted in the Hertford County Human Resources Department. Human Resources will collect all internship applications and submit to the Clerk to the Board.
- Internship applications will be presented to the Hertford County Board of Commissioners for review and approve selected applicants to the Internship Program for the year. (*May 20, 2024*)
- The Clerk to the Board will submit the selected intern candidates to Human Resources for placement and onboard.

4. Application Submission

- Summer Internship Applications must be submitted between April 1-second Monday in May.
- Winter Internships are open to college student interns only that have successfully completed the summer internship program.
- A letter of intent must be submitted by November 15th to be considered for winter internships.

Notes: *Submission does not guarantee award of internship. Internships are filled based on funding availability. Members of the same household will not work in the same departments.*



Hertford County Government Internship Program

115 Justice Drive Suite 1
 ■ Winton, North Carolina 27986
 Phone 252-358-7816
 ■ Fax 252-862-2702 ■
www.Hertfordcountync.gov

Program: The Summer and Regular Internship program with Hertford County Government, is a program that provides students and adults with a unique opportunity to learn how local government departments and agencies operate. Students will also gain professional experience in their assigned county department, develop a comprehensive perspective on the mission and vision of Hertford County, and opportunities for networking and professional development.

Mission: To provide our citizens with on-the-job training and professional development to prepare them for the workforce or to re-enter the workforce.

Requirements:

- Hertford County School Student/Graduate
- Hertford County Resident
- Age 17 and up (Junior/Senior in high school or accepted/wait listed to college)
- Subject to Criminal Background Check

How to Apply:

The attached application must be completed and submitted along with additional supporting documents outlined below by advertised deadline:

- Letter of Interest and Resume
- Two Reference Letters

Send the documents outlined above to Human Resources at jobs@hertfordcountync.gov or mail the packet to the following address:

Hertford County Local Government
Attn: Human Resources Department
 115 Justice Drive, Suite 1, Winton, NC 27896

Note: Submission does not guarantee award of internship. Internships are filled based on funding availability.

Hertford County Departments

Administration	Human Resources/Risk Management	Finance
Tax Assessor	Tax Collector	Elections
Register of Deeds	Land Records	Sheriff's Department
Emergency Management	Emergency Medical Services	Emergency Communications (E-911)
Inspections	Economic Development	Public Buildings
Veterans' Services	Soil Conservation	Aging
Department of Social Services (DSS)	Solid Waste	Public Works



Hertford County Government Internship Program

APPLICANT INFORMATION

First Name:	Middle Initial:	Last Name:
Email:		
Current Street Address:		
City:	State:	Zip:
Primary Phone #:	Secondary Phone #:	
Are you authorized to work in the United States of America?		Yes No
Do you have a valid driver's license?		Yes No
Have you ever been convicted of a felony or misdemeanor?		Yes No
If yes, state the type of offense, date, location and explanation:		

NOTE: A conviction (felony or misdemeanor) does not automatically eliminate you from employment consideration. However, failure to disclose criminal convictions may result in disqualification from internship employment consideration or may result in dismissal if you have been hired.

EDUCATION

Name of High School Attend(ed)	City, State
Field of Study:	
Current Classification (please circle one): Freshman Sophomore Junior Senior	
Graduation Date (or expected date):	GPA:
Undergraduate/Graduate Study: Name of College/University:	City, State
Degree-seeking/received:	
Major:	Minor:
Dates attend(ed):	GPA:
Graduation Date (or expected date):	

INTERNSHIP EXPERIENCE

Will you receive college credits if offered this internship? Yes No	
Numbers of hours available per week	
Please list the days you are available per week Monday Tuesday	
In order of preference, please list up to three departments that you would like to apply for	1. 2. 3.

Hertford County Government Internship Program

Certification of Application Information

I certify that the information provided to the previous questions is true and correct and that no attempt has been made to conceal pertinent information. I understand that if any information that was given by me on this application is found to be false or misleading, I will be subject to dismissal at any time, and will agree to hold officials and County employees harmless in that event.

Authorization to Obtain Information

I authorize Hertford County to perform a background investigation in connection with the internship with my application for an internship. This investigation may include information as to my criminal history, Division of Motor Vehicles records, present/past employers, professional references, military appropriate sources.

I authorize the release of any information that Hertford County may request from the above sources. All information received by the County will only be used by the County in accordance with applicable laws.

I understand that should I be offered an internship, it will be contingent upon a criminal background investigation.

Signature of applicant

Date

On a motion by Com. Gatling, seconded by Com. Mitchell, the Board adopted the NC 457 Deferred Compensation Plan with Interim County Manager Kevin Patterson executing the required documents as presented.

On a motion by Com. Mitchell, seconded by Com. Gatling, the Board convened as the Northern & Southern Rural Water District.

**CONVENING AS THE NORTHERN & SOUTHERN RURAL WATER DISTRICT:
REQUEST CONSIDERATION OF APPROVAL OF WATER SHORTAGE RESPONSE
PLANS**

On a motion by Com. Douglas, seconded by Vice-Chair Horton the Board approved the Water Shortage Response Plans as presented by Director Stanley Lassiter.

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

RECOGNITIONS IN HONOR OF BLACK HISTORY MONTH

The following Black History honors were presented by Chairman Lassiter and the Commissioners as follows: In Honor of Black History Month: Former Sheriff Mr. Juan Vaughan, Mrs. Berna Stephens, Dr. Ricky Brooks & Clerk of Court Mrs. Shirley Johnson. In Honor of Long-Standing Ministries: New Ahoskie Baptist Church (Pastor Dorian T. Daniels, Sr.)

Chairman and the Commissioners thanked each honoree for being strong pillars in the County and for the impacts they've made over the years touching lives today that they may never know.

**INTERIM COUNTY MANAGER'S REPORT: AHOSKIE ELEMENTARY SCHOOL,
OFFER TO PURCHASE, 718 EVANS ST, TAX COLLECTOR – DEPARTMENT
REPORT – EMERGENCY MANAGEMENT**

Interim County Manager Kevin Patterson presented the following: recommendation for the Board to accept the Old Ahoskie Elementary School Building office to purchase from Hertford County Public Schools, recommendation to consider the Bid Proposal for 718 Evans St, PIN 5982-97-9686 for \$100,000 and recommended the Board to authorize a Deputy Tax Collector position and shared the County Budget Development Schedule for FY 2024-2025.

On a motion by Com Gatling, seconded by Com. Douglas, the Board unanimously agreed to accept the Old Ahoskie Elementary building for \$1.00.

On a motion by Com. Douglas, seconded by Com. Gatling, the Board approved to advertise 718 Evans St, PIN 5982-97-9686 for upset bids for the Bid offer of \$100,000.000.

On a motion by Com. Douglas, seconded by Vice-Chair Horton, authorizing the deputy tax collector position.

Mr. Chris Smith, Hertford County Emergency Management Director, Fire Marshal and Safety Director addressed the Board with updates for the department with close out numbers with grants and fire inspections for FY 2023 and shared he would be resigning March 1, 2024 from his current position.

Chairman Lassiter and the Commissioners thanked Mr. Smith for his committed dedicated service over the years.

BOARD CHAIR'S/CLERK'S REPORT

Clerk Tyler presented the Board Chair's/Clerk's Report of upcoming events and shared the County Mission statement.

COMMISSIONERS' COMMENTS

Chairman Lassiter and the Commissioners thanked everyone for their attendance; thanked County Directors for their reports, echoed to the Black History honorees that their service to citizens is worthy to be recognized and thanked the community leaders for their prayers for the County.

CLOSED SESSION

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

On a motion by Com. Douglas, seconded by Com. Gatling, the Board approved to extend the Employment Agreement as Interim County Manager for Mr. Kevin Patterson from March 1, 2024 until June 30, 2024, on the same terms and conditions as the August 8, 2023 contract with the exception of substituting June 30, 2024 for March 1, 2024 in the contract.

ADJOURN

On a motion by Com. Gatling, seconded by Vice-Chair Horton, the Board approved to adjourn the meeting.

Approved: March 4, 2024

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

Dr. Renee Tyler, Clerk to Board