

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

Tuesday, January 3, 2023 - 9:00 AM

Call

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. David B. Cotton, County Manager, Dr. Renee Fleetwood, Clerk to the Board, Attorney Charles L Revelle, III, County Attorney
Attorney Maria Jones, Revelle & Lee

The following employees attended the meeting: Director Felicia Gaston (E911), Director Kelly Bowers (EDC), Director Brenda Brown (Social Services), Director Deidre Evans (Office of Aging), KaWania Parker, Public Information Officer.

Chairman Andre` M. Lassiter, Sr. called the meeting to order at 9:00 AM, and Pastor Derik Davis, Pastor of Winton Baptist Church, Winton provided the Invocation.

On a motion by Com. Leroy Douglas and second by Com. Ronald J. Gatling, the Board approved to amend the agenda to include a presentation to Memo #10028.

CONSENT AGENDA

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

- November 21, 2022 and December 5, 2022 minutes
- Taxpayer Refund CoreLogic Mortgage

\$\$908.34- CoreLogic Vendor #11016 Refund to CoreLogic for over payment on mortgage accounts. Taxpayers paid before mortgage company paid the bills.

● November 2022 Taxpayers' Releases


RELEASES FOR MONTH ENDING
November 2022

		LEVY	VALUE	TAX
AHOSKIE TOWNSHIP	NAME	YEAR	RELEASED	RELEASED
Bill#0000001892-2022-2022 The schedule was changed by DOR	Spectrum Southeast, LLC	2022	110,279	G01-\$926.35 C01-\$893.26
Bill#0000001891-2022-2022 The schedule was changed by DOR	Spectrum Southeast, LLC	2022	285,519	G01-\$2398.36 F01-\$114.21
Bill#0000003389-2022-2022 Owner of vehicle sold car in 2021 it was then listed in Gates County for 2022	Askew, Jean	2022	1363.00	G01-\$11.45 HCLLP-\$1.14 C01-\$11.04 LLP-\$1.10
MURFREESBORO TOWNSHIP				
Bill#0000010419-2022-2022 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	Parker, Phyllis D	2022		W01-\$95.00 W02-\$95.00
Bill#0000001893-2022-2022 The schedule was changed by DOR	Spectrum Southeast, LLC	2022	36,616	G01-\$307.58 C04-\$241.67
WINTON TOWNSHIP				
Bill#0000015881-2022-2022 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. Heirs	2022		W01-\$95.00 W02-\$95.00
Bill#0000001894-2022-2022 The schedule was changed by DOR	Spectrum Southeast, LLC	2022	15,140	G01-\$127.18 C06-\$98.41
Bill#0000001895-2022-2022 The schedule was changed by DOR	Spectrum Southeast, LLC	2022	15,948	G01-\$133.97 C07-\$79.74
Bill#0000001032-2022-2022 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	Roberson, Marlo	2022		W01-\$95.00 W02-\$95.00
MANEY'S NECK TOWNSHIP				
ST. JOHN TOWNSHIP				
HARRELLSVILLE TOWNSHIP				

TOTAL VALUE APPROVED THIS REPORT (2022LEVY)	<u>\$464,865.00</u>
TOTAL TAX RELEASED THIS REPORT (2022LEVY)	<u>\$ 5345.46</u>
TOTAL VALUE APPROVED THIS REPORT (PRIOR LEVY)	\$
TOTAL TAX RELEASED THIS REPORT (PRIOR LEVY)	\$
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE SITE 2022)	<u>\$ 285.00</u>
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2022)	<u>\$ 285.00</u>
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE SITE 2021)	\$
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2021)	\$

Respectfully submitted,
Tammy H. Eason, Tax Collector

- December 2022 NCVTS refund to George S Campbell



North Carolina Vehicle Tax System

NCVTS Pending Refund report

Report Date 12/5/2022 10:36:20 AM

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Refund Type	Bill #	Status	Transaction #	Refund Description	Refund Reason	Create Date	Auth oriz	Tax Jurisdich	Levy Type	Change	Interest Change	Total Change
CAMPBELL GEORGE SAMUEL	CAMPBELL GEORGE SAMUEL	CAMPBELL VICKI SALYERS	202 DREWEY ROAD	COMO, NC 27818	Proration	#00652318 95	PENDING	87835834	Refund Generated due to proration on Bill #0065231895-2021- 2021-0000-00	Vehicle Sold	11/02/2022		G01 Tax		(\$127.45)	\$0.00	(\$127.45)
																Refund	\$127.45

INTRODUCTION OF December 2022 in January 2023 NEW HERTFORD COUNTY EMPLOYEES

Ms. Kimberly Turner, Human Resource/Risk Management Director, presented the following New Hertford County Employees for December 2022 and January 2023:

Hertford County Personnel Report December 2022

<u>Employees Hired</u>	<u>PT/FT</u>	<u>Department</u>
Shanita Cherry	FT	DSS
Lisa Bond	FT	DSS

Hertford County Personnel Report January 2023

<u>Employees Hired</u>	<u>PT/FT</u>	<u>Department</u>
Kevin Lonesky	PT	EMS

Chairman Lassiter and the Board welcomed the new employees encouraging them to prosper with the County.

ROANOKE CHOWAN PUBLICATIONS, LLC 2023 CROSSROADS MAGAZINE PRESENTATION

Miss Anna Phipps presented the Roanoke Chowan Publications, LLC Crossroads 2023 addition advertising fee schedule for the Board to provide an ad in the February 2023 edition. After a brief discussion, the Board agreed for Manager Cotton to contact Ms. Phipps regarding her request.

Chairman Lassiter and Vice-Chair Mitchell commended and presented plaques on behalf of the Board to Com. Gatling for serving seven years as Board Chair and Com. Horton serving five years as Vice-Chair.

CLOSED SESSION

On a motion by Vice-Chair Mitchell and a second by Com. Gatling, the Board unanimously moved to go into Closed Session at 9:10 AM to discuss a personnel matter under NCGS 143-318.11 (a)(6) and to consult with the County Attorney under NCGS 143-318.11(a)(3).

Minutes of Closed Session are kept on file in the Clerk to the Board's office.

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

REQUEST APPROVAL OF BOARD AMENDMENT TO HERTFORD COUNTY BUDGET ORDINANCE FISCAL YEAR 2022-2023 AMENDMENT NUMBER 10; MONTHLY FINANCIAL REPORT NOVEMBER 2022; TRAVEL POLICY UPDATE

On a motion by Com. Gatling and second by Vice-Chair Mitchell, the Board approved Budget Amendment #10 totaling \$50,230.00 as presented by Finance Director, Mrs. Leslie Edwards, as follows:

AMENDMENT TO HERTFORD COUNTY BUDGET ORDINANCE FISCAL YEAR 2022-2023

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, 2023:

REVENUE:

Department	Account Number	Account Description	Amount Increase	Amount Decrease
DSS	100063-418304	APS Essential Services	\$ 5,535	
DSS	100063-419105	LIEAP CAA LIHWAP	\$ 21,395	
DSS	100063-419101	Crisis Intervention Program	\$ 23,300	
	Total Changes in Revenue		\$ 50,230	\$ -

Net Change in Revenue	\$50,230
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EXPENDITURE:

Department	Account Number	Account Description	Amount Increase	Amount Decrease
DSS	104530-569908	APS Essential Services	\$ 5,535	
DSS	104440-569113	LIEAP CAA LIHWAP	\$ 21,395	
DSS	104440-569009	Crisis Intervention Program	\$ 23,300	
	Total Changes in Expenditures		\$ 50,230	\$ -

Net Change in Expenditures	\$50,230
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Explanation:

APS Essential Services additional funds received.

LIEAP received additional funds

Crisis Intervention received additional funds.

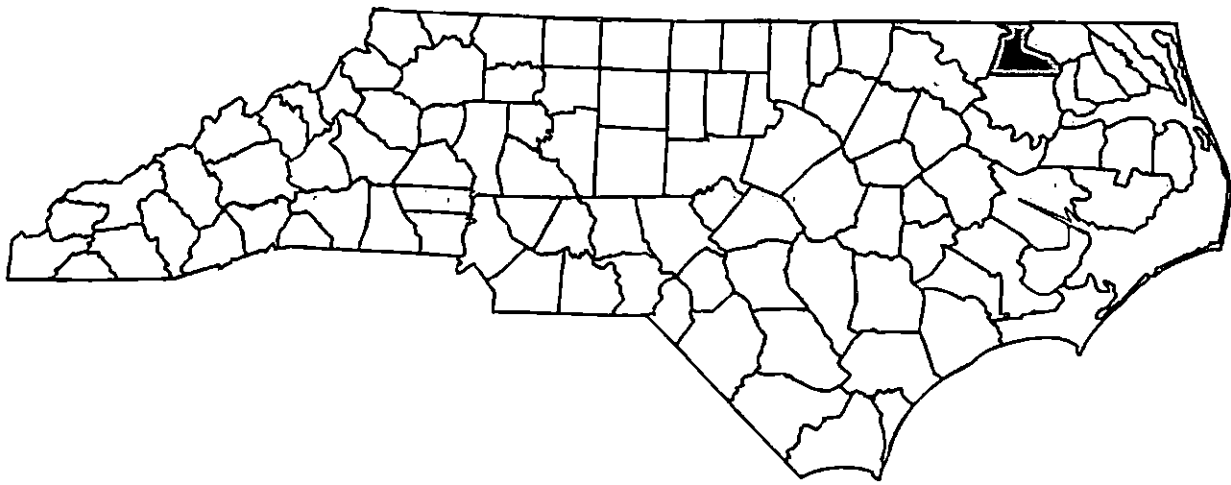
Leslie A. Edwards 12.21.22
Finance Director Date

Amendment # 10
Approved: _____
Posted: _____

On a motion by Com. Douglas and a second by Com. Gatling, the Board approved the Monthly Financial Report for November 2022 as follows:

County of Hertford
Monthly Financial Report

November 2022



David B. Cotton, County Manager

Leslie H. Edwards, Finance Director



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Letter of Transmittal

January 3, 2023

County Administration and the Finance Department are pleased to present the November 30, 2022, 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 November 30, 2022. 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 November 30, 2021 and 2022.

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 November 30, 2022, General Fund revenues totaled \$12.26 million, which equates to 41.8% 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 November 30, 2022, General Fund expenditures totaled \$10.56 million, which equates to 36% of the budgeted annual expenditures (this does not include transfers).

Exhibit 4 indicates that as of November 30, 2022, Southern Rural Water District Fund revenues totaled \$381 thousand, which equates to 39.1% of the budgeted annual revenue and the expenditures totaled \$250 thousand, which equates to 25.7% of the budgeted annual expenditures (these do not include transfers).

Exhibit 5 indicates that as of November 30, 2022, Northern Rural Water District Fund revenues totaled \$165 thousand, which equates to 35.7% of the budgeted annual revenue and the expenditures totaled \$109 thousand, which equates to 23.6% of the budgeted annual expenditures (these do not include transfers).

Exhibit 6 indicates that as of November 30, 2022, Tunis Sewer District Fund revenues totaled \$11 thousand, which equates to 32.7% of the budgeted annual revenue as well as expenditures totaled at \$4,061 which equates to 12.1% of the budgeted annual expenditures (this does not include transfers).

Exhibit 7 indicates that as of November 30, 2022, Sanitation (Solid Waste) Fund revenues totaled \$ 780 thousand, which equates to 60.5% of the budgeted annual revenue (this does not include transfers) & Sanitation (Solid Waste) Fund expenditures totaled \$480 thousand, which equates to 37.2% of the budgeted annual expenditures (this does not include transfers).

Exhibit 8 illustrates a graphical depiction of the County-wide operating cash balance on a month to month basis for the Fiscal Years 2019-2023.

Exhibit 9 is a descriptive illustration of the County's outstanding long-term debt as of June 30th for Fiscal Years 2020 to 2023, as well as the debt related activity for the period ending June 30, 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 2021-2022. 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 November 30, 2022, General Fund revenues totaled \$12.26 million, which equates to 41.8% percent of the budgeted revenues that have been collected by the County. As well, no single revenue source or category of revenues has sufficient receipts to establish a clear pattern. However, from other economic data, County staff are able to extrapolate that Fiscal Year 2022-2023 revenue collections may trend closely to budgeted figures.

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 2021-2022			Fiscal Year 2022-2023		
	Budgeted	Year to Date Actuals	Percentage of Actuals to Budgeted	Budgeted	Year to Date Actuals	Percentage of Actuals to Budgeted
Ad Valorem Taxes	\$ 12,862,882	\$ 4,921,488	38.3%	\$ 13,078,001	\$ 6,019,013	46.0%
Vehicle Taxes	40,273	12,631	31.4%	23,500	3,361	14.3%
NC New Vehicle Taxes	1,477,000	592,268	40.1%	1,507,750	596,057	39.5%
Sales Taxes	5,627,051	969,283	17.2%	5,739,595	2,634,777	45.9%
Other Taxes & Licenses	86,094	26,476	30.8%	82,600	22,655	27.4%
Unrestricted Intergovernmental	61,757	-	0.0%	61,500	-	0.0%
Restricted Intergovernmental	430,911	104,848	24.3%	630,063	365,727	58.0%
Restricted Intergovernmental- Aging	372,520	274,806	73.8%	353,759	178,164	50.4%
Restricted Intergovernmental- DSS	2,567,038	783,119	30.5%	2,697,908	1,599,028	59.3%
Permits and Fees	231,417	88,160	38.1%	185,600	82,409	44.4%
Sales and Services	1,439,092	584,164	40.6%	1,536,427	583,381	38.0%
Investment Earnings	14,000	4,288	30.6%	17,000	23,633	139.0%
Miscellaneous	98,065	28,701	29.3%	127,957	123,172	96.3%
Transfer Funds	162,179	50,000	30.8%	47,243	13,807	29.2%
DSS Donation	-	-	100.0%	-	1,760	100.0%
COVID Relief Funds/FEMA Reimb.	31,299	10,167	32.5%	-	18,122	0.0%
Fund Balance Appropriation	1,777,711	-	0.0%	3,271,314	-	0.0%
Totals	\$ 27,279,289	\$ 8,450,398	31.0%	\$ 29,360,217	\$ 12,265,067	41.8%

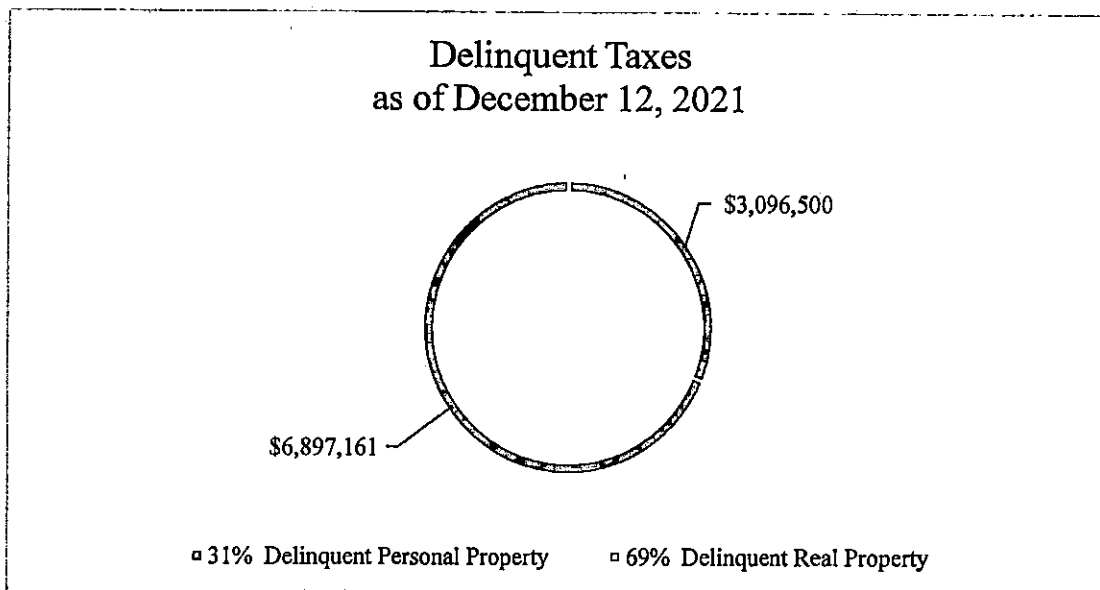
Delinquent Taxes

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 2020-2021 Audit, the County's collection rate is 96.39%. 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 November 30, 2022, the delinquent taxes balance was \$9.99 million which equates to 55.67% percent of the total tax levy. As a point of reference, one (0.01¢) penny on the tax rate generates approximately \$140,000 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 November 30, 2022, the General Fund expenditures for Fiscal Year 2022-2023 totaled \$10.56 million, at 36% 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 2021-2022			Fiscal Year 2022-2023		
	Budgeted	Year to Date Actuals	Percentage of Actuals to Budgeted	Budgeted	Year to Date Actuals	Percentage of Actuals to Budgeted
Governing Body	\$ 196,979	\$ 55,919	28.4%	\$ 258,291	\$ 139,893	54.2%
Fees For Taxes	50,000	23,336	46.7%	50,000	24,135	48.3%
Administration	543,087	267,087	49.2%	575,633	262,431	45.6%
Hr & Risk Services	421,553	157,970	37.5%	477,035	164,077	34.4%
Finance	421,573	185,073	43.9%	470,359	200,303	42.6%
Tax Assessor	318,156	101,254	31.8%	313,595	73,019	23.3%
Tax Collector	254,666	92,386	36.3%	248,990	90,383	36.3%
Elections	248,988	112,760	45.3%	268,221	113,997	42.5%
Register Of Deeds	198,610	87,572	44.1%	213,528	93,531	43.8%
Land Records	236,925	96,807	40.9%	265,458	87,150	32.8%
Sheriff	2,363,460	962,238	40.7%	2,847,384	895,530	31.5%
Jail	2,052,010	689,544	33.6%	2,023,500	645,359	31.9%
Emergency Management	402,189	178,808	44.5%	306,973	110,550	36.0%
Emergency Services	1,499,897	613,308	40.9%	1,882,029	504,993	26.8%
E911 Central Communications	738,328	299,613	40.6%	775,350	281,867	36.4%
Animal Control	109,838	43,478	39.6%	123,606	44,349	35.9%
Medical Examiner	18,225	2,950	16.2%	16,800	400	2.4%
Building Inspections	151,161	64,989	43.0%	159,742	64,756	40.5%
Economic Development	124,723	40,911	32.8%	131,057	39,606	30.2%
Public Buildings	1,207,018	378,812	31.4%	1,332,842	536,805	40.3%
Veterans Service	72,736	28,975	39.8%	70,936	29,899	42.1%
Soil Conservation	137,501	52,413	38.1%	143,697	36,181	25.2%
Coop Extension	150,636	21,302	14.1%	160,249	38,786	24.2%

Exhibit 3 Continued

Steps to Health Grant	1,200	-	0.0%	1,200	-	0.0%
Health Department	524,548	214,322	40.9%	532,312	223,172	41.9%
Courts Department	74,049	38,996	52.7%	91,750	56,551	61.6%
Mental Health	86,400	34,925	40.4%	86,400	34,889	40.4%
Community Based Alternative	105,016	43,757	41.7%	108,000	45,000	41.7%
DJJ & Delinquency Prevention	138,810	56,945	41.0%	137,203	54,519	39.7%
ROAP Grant	51,856	-	0.0%	27,412	18,477	67.4%
Legal Department	78,000	31,250	40.1%	84,000	35,000	41.7%
Central Services	21,750	6,183	28.4%	20,500	3,150	15.4%
Central Services-Telephone	122,700	37,680	30.7%	227,030	118,908	52.4%
Central Services-Tech Support	555,663	264,246	47.6%	857,119	388,858	45.4%
Aging Administration	365,711	154,488	42.2%	394,781	148,128	37.5%
Aging - Public Assistance	404,023	83,509	20.7%	369,114	119,424	32.4%
DSS Administration	2,638,251	1,097,283	41.6%	2,770,527	992,088	35.8%
DSS - Public Assistance	768,397	228,610	29.8%	1,002,267	366,171	36.5%
DSS - Grants	30,000	9,067	30.2%	35,000	8,334	23.8%
Local Funds	525,500	178,037	33.9%	409,200	156,057	38.1%
Debt Service - Judicial Center	890,819	132,359	14.9%	875,819	119,859	13.7%
Debt Service - DSS Renovation	275,948	-	0.0%	270,522	-	0.0%
Debt Service - AES School	599,900	49,950	8.3%	588,800	44,400	7.5%
Contribution Fire/Rescue	356,542	135,892	38.1%	410,834	140,337	34.2%
Public Schools	5,410,853	2,208,405	40.8%	5,477,792	2,284,397	41.7%
Special Appropriations	189,475	95,138	50.2%	177,391	101,285	57.1%
Operating Transfers	800,000	271,595	33.9%	990,649	629,208	63.5%
Contingency	345,619	-	0.0%	299,320	-	0.0%
Transfers/Adjustments	-	-	-	-	-	100.0%
Totals	\$ 27,279,289	\$ 9,930,144	36.4%	\$ 29,360,217	\$ 10,566,211	36.0%

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 2022-2023 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 2021-2022 to Fiscal Year 2022-2023 are reported as a component of operating revenue.

Exhibit 4

Description	Fiscal Year 2021-2022			Fiscal Year 2022-2023		
	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	\$ 1,021,000	\$ 404,909	39.7%	\$ 975,413	\$ 381,574	39.1%
Southern Rural Water Expense	1,021,000	257,467	25.2%	975,413	250,578	25.7%

Exhibit 5

Description	Fiscal Year 2021-2022			Fiscal Year 2022-2023		
	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	\$ 522,973	\$ 165,904	31.7%	\$ 464,640	\$ 165,715	35.7%
Northern Rural Water Expense	522,973	106,968	20.5%	464,640	109,602	23.6%

Exhibit 6

Description	Fiscal Year 2021-2022			Fiscal Year 2022-2023		
	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	\$ 32,543	\$ 11,295	34.7%	\$ 33,543	\$ 10,967	32.7%
Tunis Sanitary Sewer District Expense	32,543	7,913	24.3%	33,543	4,061	12.1%

Exhibit 7

Description	Fiscal Year 2021-2022			Fiscal Year 2022-2023		
	Budgeted	Year to Date Actuals	Percentage of Actuals to Budgeted	Budgeted	Year to Date Actuals	Percentage of Actuals to Budgeted
Solid Waste Revenue	\$ 1,376,185	\$ 646,502	47.0%	\$ 1,290,287	\$ 780,606	60.5%
Solid Waste Expense	1,376,185	529,463	38.5%	1,290,287	480,106	37.2%

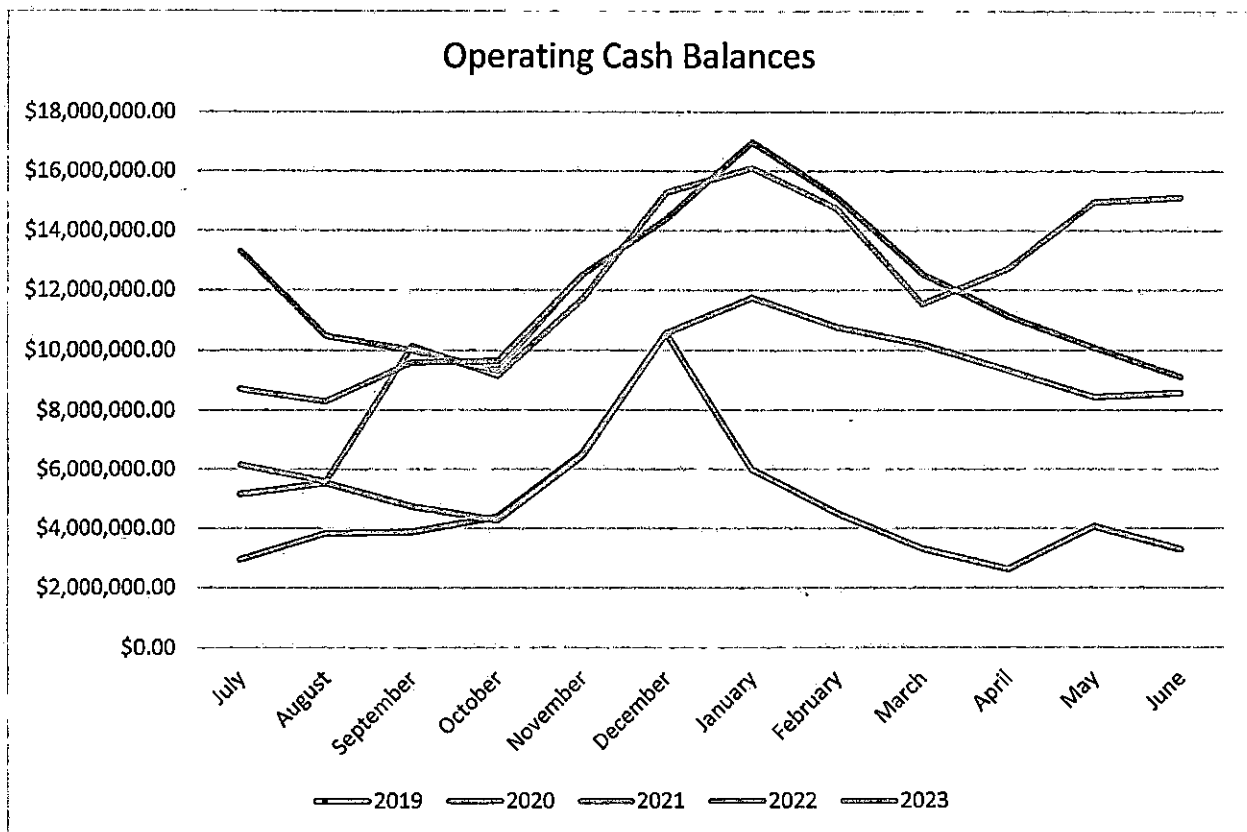
Operating Cash & Investment Balances

All deposits of the County are made in Board designated official depositories and are secured as required by North Carolina General Statute § 159-31. The County may designate, as an official depository, any bank or savings association whose principal office is located in North Carolina. Also, the County may establish time deposit accounts such as Negotiable Order of Withdrawal (NOW) and Super NOW accounts, money market deposit accounts and certificate of deposit.

North Carolina General Statute § 159-30(c) authorizes the County to invest in obligations of the United States or obligations fully guaranteed both as to principal and interest by the United States; obligations of the State of North Carolina; bonds and notes of any North Carolina local government or public authority; obligations of certain non-guaranteed federal agencies; certain high quality issues of commercial paper and bankers' acceptances and the North Carolina Capital Management Trust (NCCMT).

Hertford County pools money from several funds to facilitate disbursement and investment as well as to maximize investment income. Therefore, all cash and investments are considered cash and cash equivalents.

Exhibit 8

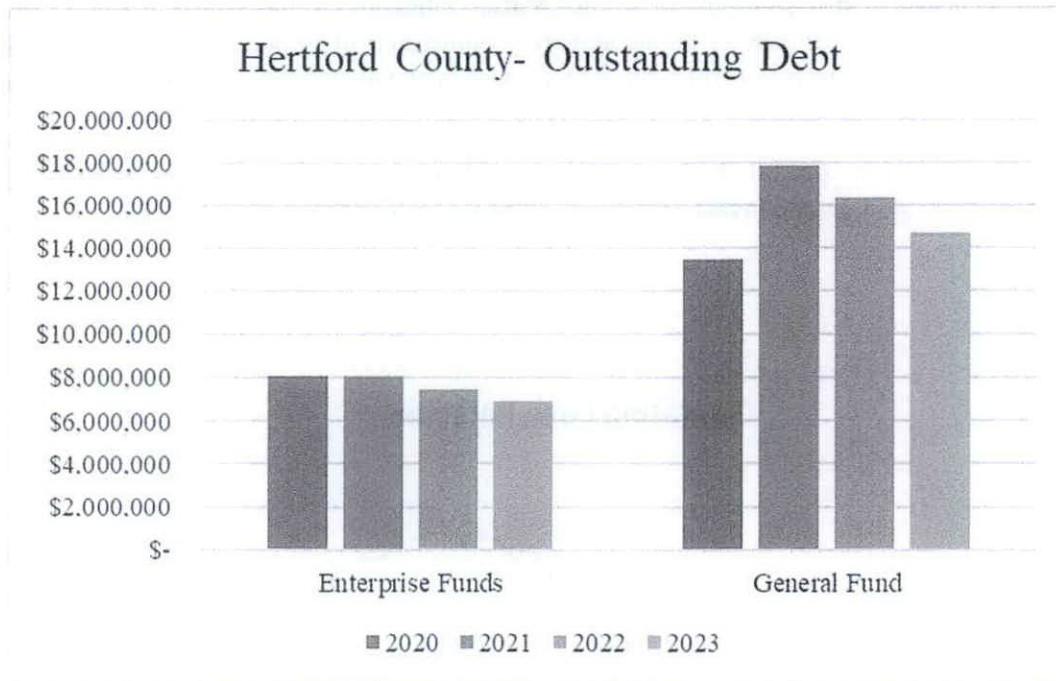


Outstanding Long-Term Debt

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 9



					FY 2023	Debt
					Annual Debt	Retirement
	Debt Outstanding	Debt Outstanding	Debt Outstanding	Debt Outstanding	Service	Date
<i>Enterprise Funds</i>	2020	2021	2022	2023	Payment	
Northern Water District	\$ 3,589,117	\$ 3,417,969	\$ 3,214,089	\$ 3,010,569	\$ 203,162	FY 59
Southern Water District	\$ 4,582,869	\$ 4,230,340	\$ 3,877,812	\$ 3,525,284	\$ 352,530	FY 59
Tunis Sanitary District	\$ 429,794	\$ 417,394	\$ 404,626	\$ 391,999	\$ 12,483	FY 54
Subtotal Enterprise Funds	\$ 8,082,431	\$ 8,065,703	\$ 7,496,527	\$ 6,927,852	\$ 568,175	
<i>General Fund</i>						
DSS Renovation	\$ 2,385,865	\$ 2,099,066	\$ 1,817,693	\$ 1,541,745	\$ 270,522	FY 28
Judicial Center	\$ 11,095,206	\$ 10,155,488	\$ 9,240,769	\$ 8,351,050	\$ 874,719	FY 33
Ahoskie Elementary School	\$ -	\$ 5,625,608	\$ 4,999,500	\$ 4,399,600	\$ 588,800	FY 30
USDA - Ambulance, QRV, Generator	\$ -	\$ -	\$ 260,030	\$ 234,027	\$ 26,004	FY 30
Southern Bank - John Deere 4WD Loader	\$ -	\$ -	\$ -	\$ 160,730	\$ 41,109	FY 26
Subtotal General Fund	\$ 13,481,071	\$ 17,880,162	\$ 16,317,992	\$ 14,687,153	\$ 1,801,154	
Totals	\$ 21,563,502	\$ 25,945,865	\$ 23,814,519	\$ 21,615,005	\$ 2,369,329	

HCPS School Capital Outlay Requests

Fiscal Year 2022-2023 as of November 2022

Capital Outlay Request #	Date	Description	Amount
Request # 1	9/16/2022	Hertford County High School Replace HVAC	\$ 40,317.20
Request # 2	10/7/2022	Propane Stripping Machine	\$ 606.17
Total			\$ 45,923.37

RCCC Capital Outlay Requests

Fiscal Year 2022-2023 as of November 2022

Capital Outlay Request #	Date	Description	Amount
Request # 1	11/1/2022	Windows in Industiral Skills Bldg/, Facility Master Plan, Flooring in Community Room	\$ 35,957.48
Total			\$ 35,957.48

On a motion by Com. Douglas and a second by Vice-Chair Mitchell, the Board approved the Hertford County Travel Policy changes as presented as follows:

Hertford County Travel Policy



TRAVEL POLICY

HERTFORD COUNTY

I. Policy Statement

This policy is to ensure that public funds are expended for travel only when it serves a public purpose. Article V, Section 2(1) of the Constitution of North Carolina requires that funds generated by taxation be spent for a public purpose only. The County is committed to minimizing travel costs while providing a reasonable balance between the needs of the county and the needs of those traveling on county business.

II. Purpose

This policy serves as a guideline to all departments in Hertford County for establishing procedures for reimbursement of the cost of authorized travel subsistence. It also provides assurance to employees that everyone is treated equally.

III. Applicability

Employees, boards and/or commission officials that travel on county business are subject to this policy.

IV. Responsibility

An employee or board member traveling on official business is expected to exercise the same care in incurring expenses that a prudent person would exercise if traveling on personal business and expending personal funds. North Carolina G.S. 159-181(a) states that any officer or employee of a local government or public authority who submits a written claim or approves a claim for funds that he/she knows to be false is guilty of a misdemeanor. Excess costs, circuitous route, luxury accommodations, and services unnecessary or unjustified in the performance of official business are not acceptable under this standard. Employees and board members will be responsible for unauthorized costs and any additional expenses incurred for personal preference or convenience. Willful violations of this policy may result in dismissal from county employment or other disciplinary action.

V. Definitions and General Guidelines

- A. Authorizing Party — An individual authorized by this policy to approve or disapprove requests for travel, travel reimbursements, etc.
- B. Duty Station — "Duty station" is defined as the job location at which the employee spends the majority of his or her working hours. For an employee in travel status, the duty station should be the point where traveling begins the majority of the time (home or office). The designation of an employee's home as the duty station requires prior approval from the Department Head.

- C. Non-County Employees — Non-County employees traveling on official business whose expenses are paid by the county are subject to this policy, including subsistence allowances, to the same extent as County employees:
- D. Registration Fees — Registration fees may be paid by the employee and then reimbursed or paid directly by the county. These fees are charged to "training expense." The department must require itemization and documentation of expenses. Payment of charges for registration for out-of-state conferences must be approved by the department head in advance.
- E. Reimbursement — All reimbursement requests shall be filed for approval and payment after the travel period ends for which the reimbursement is being requested. "Travel period" is defined as the calendar month during which the travel occurred.
- F. Requesting Party — The person who will be reimbursed for travel costs incurred while conducting county business.
- G. Subsistence (Meals & Lodging) — Subsistence is an allowance related to lodging, meal costs and gratuities thereon.
- H. Transportation — Transportation expenses include personal automobile, taxi, bus, train, airplane, auto rentals, tolls, and parking fees. All travel expenses must be incurred by and for employees and board members while conducting official county business in order to be eligible for reimbursement.
- I. Travel — Travel is defined as going to and from the normal job location to a site located more than 10 miles from the normal job location to conduct county business. Authorization of travel requests will be based upon need and cost/benefit of travel as determined by the authorizing party. All travel costs except airline tickets, lodging (under most circumstances) and registrations will be paid directly to the vendor, and will not be billed to the county. In many cases, it is customary for airline tickets and registrations to be paid directly by the unit either in advance or billed to the unit by invoice later. The requesting party is encouraged to use travel agents and reserve transportation and lodging in advance when possible. The requesting party should travel with other employees and officials of the County and representatives of other government units when possible. The requesting party will be reimbursed for actual costs incurred only, subject to the limitations established in this policy.
- J. Meals — Balanced combination of nutritious foods is what the County will reimburse. Nonfood items are not reimbursable. This includes but not exclusive alcoholic beverages, tobacco products, etc.

VI. Travel Procedure

- A. In-State Travel — For all in-State travel, the department head is responsible for determining that a sufficient unexpended appropriation remains in the department travel budget to reimburse all expected costs of travel. A travel authorization form will be submitted by the requesting party to the department head for authorization of travel at least fifteen working days prior to the date upon which travel will commence. If the department head is the requesting party, the form should be submitted to the County Manager (see special form). Travel for department heads receiving less than 7 days of notice shall notify the county manager, assistant county manager or finance director respectively for approval. If the said administrative officials are unavailable, notify the Chairman of the Board of Commissioners.
- B. Out-of-State Travel — Out-of-State travel status begins when the employee leaves the State and remains in effect until the employee returns to the State. However, In-State allowances and reimbursement rates apply when employees and other qualified official travelers use hotel and meal facilities located in North Carolina immediately prior to and returning from out-of-State travel during the same travel period. Out-of-State travel requests by employees will be approved by the County Manager in addition to the department head. The travel authorization form will be submitted to the County Manager no later than fifteen working days prior to the date travel will commence. All air travel should be approved at least twenty days or greater in advance. See section IV, A1 for detail explanation.
- C. Meals

1. The following schedule shall be used for reporting allowable expenses incurred while traveling on official County business:

	<u>In-State</u>	<u>Out-of-State</u>
Breakfast	\$ 9.00	\$ 15.00
Lunch	12.00	20.00
Dinner	<u>20.00</u>	<u>30.00</u>
	\$41.00	\$ 65.00

2. In-State travel per diem is \$41.00. If in-state per diem is less than \$50.00 bring a receipt when submitting for travel reimbursement
3. Out-of-State travel per diem is \$65.00.
4. The County will not reimburse you if you exceed these amounts. Request for per diem must be 15 days prior to the day of travel on a pay cycle, otherwise your per diem will be paid upon return with the approval of authorizing person.

D. Reimbursement

Each employee and board member is responsible for his or her own request for reimbursement. Time of departure and arrival must be listed on the reimbursement request.

1. Daily Travel (Overnight) - Employees and board members may receive allowances for meals for partial days of travel when the partial day is the day of departure or the day of return:
 - Breakfast — Depart duty station prior to 6:00 a.m.
 - Lunch — depart duty station prior to 10:00 a.m. (day of departure). Return to duty station after 2:00 p.m. (day of return).
 - Dinner — Return to duty station after 8:00 p.m. If stopping for dinner would cause the employee to return after 8:00 p.m., when he/she would otherwise have returned before 8:00 p.m., dinner will not be reimbursed.
2. Daily Travel (Not Overnight) — Allowance shall not be paid to employees for lunches if travel does not involve an overnight stay. To be eligible for allowances for the breakfast and evening meals, employees must:
 - Breakfast — depart duty station prior to 6:00 a.m. and extend the normal workday by two hours.
 - Dinner — return to duty station after 8:00 p.m. and extend the normal workday by three hours.
 - To be eligible for both meal allowances, the employee must have worked five hours longer than the normal work day. The travel must involve a travel destination located at least 45 miles from the employee's regularly assigned duty station.
3. Reimbursement for Meals — Required Employee Attendance — A County employee or board member may request reimbursement for meals, including lunches, when the job requires his/her attendance at the meeting of the board, commission, committee, or council in his/her official capacity and the meal is preplanned as part of the meeting for the entire board, commission, committee, or council. However, when your meal is not included in the function then it's non- reimbursable.

E. Lodging

1. Authorization — Employees must obtain written approval from the department head or designee in order to qualify for reimbursement for

overnight stays. An overnight stay, for single and half-day meetings, is not justified unless the following criteria are met:

- The mileage radius is 160 miles or more.
- The conference, class, meeting, and or training begins prior to 8:30 a.m. and the travel meets the 160-mile radius or greater.
- The above criteria do not apply to multi-day conferences, meetings and classes.

Supervisory personnel certifying the reimbursement request as necessary and proper must require documentation from the traveler to substantiate that the overnight lodging was necessary. The prior night stay is at your expense, if it deems feasible that you could leave at a reasonable hour and can be on time for the event.

2. Reimbursement — Each employee is responsible for his or her own request for reimbursement. Requests for reimbursements must be filed within 30 days after the travel period ends for which the reimbursement is being requested. Specific dates of lodging must be listed on the reimbursement request and substantiated by a receipt from a commercial lodging establishment. Allowance for lodging should be kept to a minimum. However, when lodging is held in the same place, the county will approve and reimburse based on this cost. Other entertainment expenses such as the costs of movies included in the bill for lodging will not be reimbursed.
3. Tips — Are not reimbursable.

F. Lodging - Other Costs

1. Telephone Calls

- Long distance — Employees and board members are not allowed to charge long distance phone calls to the County for calls made of personal nature.
- Reimbursement — Official phone calls (back to your office) are reimbursable if made between 8:30 a.m. and 5:00 p.m.
- Emergency Calls — Employees and board members may be reimbursed for a personal long-distance call if such a call is of an emergency nature as determined by the department or finance officer. An example may be a call made when an employee calls home to inform someone that the travel period has been extended beyond original plans due to unforeseen reasons.

VII. Specific Guidelines Relating to Transportation, Subsistence and Other Costs

A. Transportation

1. Common Carrier — Actual coach fare (substantiated by receipt) will be reimbursed. First class travel should be used only in extraordinary circumstances. Penalties and charges resulting from the cancellation of airline reservations (or other travel reservations) shall be the County's obligation if the employee's travel has been approved in advance and the cancellation or change is made at the direction of and for the convenience of the County. If the cancellation or change is made for the personal benefit of the employee, it shall be the employee's obligation to pay the penalties and charges. However, in the event of accidents, serious illness or death within the employee's immediate family, or other critical circumstances beyond the control of the employee, the County will be obligated to pay the penalties and charges.

If an employee elects to drive his personal vehicle for out-of-state travel, that employee will be reimbursed at the Internal Revenue Service (IRS) standard mileage rate per mile or the rate of a round-trip airline ticket, whichever is less.

Super Saver Rates — When traveling by common carrier to conduct official County business, employees traveling to their destination earlier than necessary and/or delaying their return to avail the County of reduced transportation rates may be reimbursed subsistence for additional travel days if, in the opinion of the department head, the amount saved in transportation costs due to the early and/or delayed travel is greater than the amount expended in salary and additional subsistence. Prior written approval of the department head is required.

B. Personal Vehicle

A requesting party may use his/her personal vehicle for travel and be reimbursed only if one of the following conditions is met:

1. The use of a County vehicle is not practical or available.
2. The requesting party needs a specially equipped vehicle

The allowable rate per mile will follow the IRS standard mileage rate and will be paid to an employee who uses his/her personal vehicle.

Actual mileage is reimbursable mileage, measured from the duty station to the destination and necessary travel needed to complete the job i.e. hotel to meeting location (and return)

Parking fees, tolls and storage fees are reimbursable. Receipts are required in order to be reimbursed. Reimbursement of expense for airport parking is limited to 96 hours, with a receipt required. Airport parking expenses in excess of 96 hours may be reimbursed in extraordinary circumstances if advance approval is obtained from the authorizing party.

C. Rental Vehicle

Rental vehicles are to be used as a last resort. Use of a rental vehicle must be approved in advance by the County Manager.

D. Commuting

1. No reimbursement shall be made for the use of a personal vehicle in commuting from an employee's home to his/her duty station.
2. Reimbursement for travel between the employee's or board member's duty station and the nearest airline terminal and for appropriate parking is reimbursable at private vehicle rate.

E. Unit Vehicles

County vehicles may be used for any authorized travel. The requesting party must obey all laws of the jurisdiction in which the vehicle is being operated. The vehicle will be used in conducting business only. A de minimis amount of personal use, such as driving the vehicle to and from dinner, may be allowed. Otherwise, all county vehicles should be left on the county's property. Non-County employees may accompany County employees if they have a mutual business interest in the travel. Use of a county vehicle must be requested and approved by the County Manager on a first come basis. Vehicles are not allowed to be taken home without approval by the County Manager.

F. Credit Cards

A County credit card may be supplied to a department upon request. Request for more than one credit card per department must be approved by the County Manager. The credit card should be used for room reservations and emergencies only. Each charge will be reviewed to determine if it is an appropriate expenditure of the County. Unacceptable charges will be the responsibility of the user to reimburse the County. Detailed documentation must be provided by the person using the credit card to support expenditure.

G. Gas Credit Cards

When driving a County vehicle, it will be filled at the County's pump. Upon your return, if any gas is purchased, employee will be reimbursed for actual purchase price for gas and not by the County's mileage rate.

VIII. Authorization for Reimbursement Procedures

A. Submitting expense reports

1. A requesting party will complete a reimbursement form and attach receipts for expenses requiring them, and submit it to the finance office.
2. A requesting party submitting a falsified reimbursement form will be subject to disciplinary action or criminal prosecution. An authorizing party who approves a falsified reimbursement form that they know to be false will be subject to disciplinary action or criminal prosecution. Violations of the County's travel policy may result in dismissal from County employment.

B. Approval and processing of reimbursement requests

1. Reimbursement requests will be submitted to the authorizing party for approval. After approval by the authorizing party, the form should be forwarded to the Finance Director based on the accounts payable pay schedule.
2. The Finance Director will determine that the reimbursement form has been properly approved, that it is mathematically correct, and that requested reimbursements agree to submitted receipts and are within the limits set by this policy. If an error in the reimbursement requests is found, the error will be corrected before payment is made.
3. Before the reimbursement is made, the Finance Director will determine if there are sufficient funds to pay the request. The Finance Director will immediately inform the authorizing party and the requesting party if payment cannot be made.

Adopted this the 3rd day of January, 2022

Andre M. Lassiter, Chairman
Hertford County Board of Commissioners

ATTEST:

Renee Tyler, Clerk to the Board

REQUEST APPROVAL BOARD APPOINTMENTS; HERTFORD COUNTY ECONOMIC DEVELOPMENT ADVISORY BOARD INDUSTRIAL FACILITIES AND POLLUTION CONTROL FINANCING AUTHORITY AND THE MURFREESBORO PLANNING BOARD AND BOARD OF ADJUSTMENTS

The Board approved the following appointments:

On a motion by Com. Douglas and a second by Com. Gatling, the Board unanimously approved the reappointment of Com. Leroy Douglas, Jr. to the **Hertford County Economic Development Advisory Board** for a three-year term effective December 30, 2022 scheduled to conclude December 30, 2025.

On a motion by Vice-Chair Mitchell and a second by Com. Horton, the Board unanimously approved the reappointment of Com. Gatling to the **Hertford County Economic Development Advisory Board** for a three-year term effective December 30, 2022 scheduled to conclude December 30, 2025.

On a motion by Com. Douglas and a second by Com. Gatling, the Board tabled the appointment requests from Dillon Lowe and Joseph Fleetwood Lowe for the **Hertford County Economic Development Advisory Board**.

On a motion by Vice-Chair Mitchell and a second by Com. Douglas, the Board unanimously approved the reappointment of Com. Ronald J. Gatling to the **Industrial Facilities & Pollution control Financing Authority** for a six-year term effective December 30, 2022, scheduled to conclude December 30, 2028.

On a motion by Vice-Chair Mitchell and a second by Com. Gatling, the Board unanimously approved the reappointment of Craig (Robert Castello and Melanie Davis to the **Medical Services Transportation Advisory Council** for one-year terms effective December 30, 2022 scheduled to conclude December 30, 2023.

On a motion by Com. Douglas and a second by Com. Gatling, the Board unanimously approved the appointment of Edward E. Holley to the **Murfreesboro Planning Board of Adjustment ETJ** for a three-year term effective December 30, 2022 scheduled to conclude December 30, 2025.

REQUEST APPROVAL OF SOUTHERN BANK RESOLUTION FOR SIGNATURE CHANGES

On a motion by Com. Douglas and second by Com. Horton, the Board approved the Southern Bank Resolution for Signature Changes as presented by Director Leslie Edwards as follows:



CERTIFIED COPY OF CORPORATE RESOLUTIONS
For Accounts, Borrowing, and other Transactions

Applicable Acct(s)

**HERTFORD COUNTY
GENERAL FUND**

Name of Corporation

Tax Identification Number

I, the undersigned, hereby certify to Southern Bank and Trust Company that I am the _____ Secretary of the above-named Corporation, which Corporation is duly organized and existing under the law of the State of NC and engaged in business under the trade name of _____; that the following is a true copy of resolutions duly adopted by the Board of Directors (or by the incorporator(s) if permitted by the applicable law) of said Corporation effective on _____, either at a duly authorized and held meeting of the Board of Directors (or incorporator(s), as applicable) at which a quorum was present and proper notice was given, or by unanimous written consent; and that such resolutions have not been amended or rescinded;

The undersigned further certify that the following is the correct LEGAL name of said business HERTFORD COUNTY

(or, if not completed, that the "Name of Business" shown above is the correct legal name).

DEPOSIT RELATIONSHIP

RESOLVED, that Southern Bank and Trust Company (Bank) be and it hereby is designated a depository of this Corporation with authority to create deposit accounts of all types with the Corporation and to accept at any time and from time to time for credit of the Corporation checking, savings, and all other types of deposits by whomsoever made of funds in whatever form and in whatever manner endorsed and said Bank be and it hereby is authorized and directed to pay or otherwise honor or apply without inquiry and without regard to the application of the proceeds thereof, checks, drafts, notes, bills of exchange, acceptances, undertakings, and other instruments or orders for the payment, transfer, or withdrawals of money for whatever purpose and to whomsoever payable, including those drawn to the individual order of a signer, whether tendered for cashing, in payment of individual obligations of such signer, or for deposit to his individual account or any other use or disposition, and further, said Bank is given authority to honor the endorsement of checks, drafts, notes, or all other types of instruments payable or belonging to this Corporation, whether such endorsement be made manually, by endorsement stamp or otherwise and whether for deposit, for collection or otherwise and to receive cash or part cash for same or to make "less cash" deposits, receiving cash for part or all of the amount of such checks and depositing the balance, if any, when such instruments are signed, accepted, or endorsed whether by stamp, manual, or facsimile signature(s) by any of the following indicated officers or persons from time to time holding the following indicated offices, or agents of the Corporation and the Corporation assumes full responsibility for any and all payments made by Bank in reliance upon the manual stamp or facsimile signatures of said officers, persons, or agents and agrees to indemnify and hold harmless Bank against any and all loss, cost, damage, or expense suffered or incurred by said Bank arising out of the misuse or unlawful or unauthorized use by any person of such stamp or facsimile signature or signature(s), the current officers, authorized persons, or agents being shown hereinafter.

Name

Title

LESLIE H EDWARDS

FINANCE DIRECTOR

DAVID BRUCE COTTON

COUNTY MANAGER

ANDRE M LASSITER

BOARD CHAIR

WILLIAM F MITCHELL

VICE CHAIR

NON-TREASURY SERVICES WIRE TRANSFER AUTHORITY

RESOLVED FURTHER, that any of the following indicated officers, persons from time to time holding the said office of this Corporation, agents or other authorized persons are authorized for the account of the Corporation (a) to execute and deliver to the Bank wire transfer agreements, if required; (b) to initiate wire transfer requests from any of Corporation's Bank accounts, whether via in-person, telephonic or written request; and (c) to verify the authenticity of instructions to Bank regarding wire transfer requests initiated by other persons from any of the Corporation's Bank accounts; provided that any authority designated in this section is separate and apart from any authority granted under the section of this document titled "Treasury Services Relationships":

Name

Title

LESLIE H EDWARDS

FINANCE DIRECTOR

DAVID BRUCE COTTON

COUNTY MANAGER

ANDRE M LASSITER

BOARD CHAIR

WILLIAM F MITCHELL

VICE CHAIR

TREASURY SERVICES RELATIONSHIPS

RESOLVED FURTHER, that any of the following indicated officers, persons from time to time holding the said office of this Corporation, agents or other authorized persons are authorized for the account of the Corporation (a) to execute and deliver to Bank treasury services agreements, including without limitation agreements involving, by way of example and not limitation, treasury services such as wire transfers, ACH origination transactions, positive pay, ACH block/filter, bill payment, and remote deposit capture (any such agreement, a "Treasury Service Agreement"); (b) to designate from time to time the officers, employees, and agents empowered to act on behalf of the Corporation as administrators with regard to Treasury Service Agreements and the Bank's business online banking service (i.e., those individuals with authority to appoint and delegate access and control privileges to users); (c) to designate from time to time the officers, employees, and agents empowered to act on behalf of the Corporation with regard to Bank treasury services (including but not limited to designating one or more persons authorized to initiate, amend, cancel, confirm, or verify the authenticity of instructions to Bank regarding Bank treasury services, and/or delegating such designation authority); and (d) to designate from time to time the officers, employees, and agents empowered to act on behalf of the Corporation in designating which existing Bank accounts are to be used in conjunction with Bank treasury services:

Name	Title
LESLIE H. EDWARDS	FINANCE DIRECTOR
DAVID BRUCE COTTON	COUNTY MANAGER
ARLEYNE CURRIER	STAFF ACCOUNTANT

BORROWING RELATIONSHIP

RESOLVED FURTHER, that any of the following indicated officers or persons from time to time holding the said office of this Corporation, agents, or other authorized persons be, and they hereby are, authorized to arrange for the borrowing of and to borrow or otherwise obtain credit from time to time from Southern Bank and Trust Company (Bank) such sums upon such terms and conditions as to time of payment of repayment, rate of interest, and security therefore as they may determine and the said officers, persons or agents be, and they hereby are, authorized to execute and deliver in the name and on behalf of this Corporation notes, credit agreements and any and all other agreements and evidences of indebtedness with respect to all sums so borrowed or credit otherwise obtained; and such officers, persons, or agents further are authorized as follows: (a) to obtain credit from Bank by the use of a Master Card/Visa Card or other credit card issued by Bank, in such sums as may seem advisable to such officers, persons, or agents and upon such terms as may be prescribed by Bank, to designate other persons not so designated below to use a Master Card/Visa Card or other credit card in the name of and on behalf of this Corporation, to designate to Bank other persons to whom Bank may issue a Master Card/Visa Card or other credit card on behalf of this Corporation, to execute applications and agreements of any type in connection therewith on behalf of the Corporation, and to repay to Bank the indebtedness and obligations incurred by the use of said credit cards; whether or not credit was extended for a purpose authorized by this Corporation; (b) to obtain credit from Bank under one or more revolving lines of credit (including but not limited to Cash Reserve) offered or issued by Bank, in such sums as may seem advisable to such officers, persons, or agents, and upon such terms as may be prescribed by Bank, to sign or to designate such persons not so designated below to sign checks or other items drawn on the Corporation's checking account which may activate loans under such revolving lines of credit and to sign special (direct advance) checks or other instruments which will activate loans under such revolving lines of credit, to execute applications and agreements of any type in connection therewith on behalf of Corporation, to repay Bank the indebtedness and obligations incurred under such revolving lines of credit; whether or not credit was extended for a purpose authorized by this Corporation; (c) to pledge, assign, convey and/or transfer the property of the Corporation to Bank as security for such borrowing, revolving lines of credit and credit arrangements and to execute and deliver security agreements, deeds of trust, and other security instruments whether of obligation or hypothecation which they may determine necessary or appropriate in the implementation of the borrowing authority hereby or belonging to the Corporation and have full authority to endorse, assign, and guarantee the same, on behalf of the Corporation, Bank is authorized and directed to pay the proceeds of any such loans, lines of credit or other borrowings or credit arrangements as directed by the persons so authorized whether to the order of said persons in their individual capacities, for deposit to their individual credit or to be applied or deposited in any manner for their individual deposit in any manner for their individual credit;

Name	Title

MISCELLANEOUS BANKING RELATIONSHIPS

RESOLVED FURTHER, that any of the following indicated officers, persons from time to time holding the said office of this Corporation, agents or other authorized persons are authorized for the account of the Corporation (a) to apply for and receive letters of credit and from time to time to increase the amount, extend the date of expiration or amend the terms of any outstanding letters of credit; (b) to execute and deliver all necessary and proper documents in connection with any transaction with said Bank; (c) to execute and deliver indemnity agreements; acceptance agreements, guarantees for missing documents or other guarantee, acceptances, trust receipts and other forms of security agreements; (d) to order payments against receipt of shipping and other documents; (e) to purchase certificates of deposit, bonds, securities, and all other types of intangible personal property from Bank; (f) to execute and deliver to Bank night depository agreements, to designate from time to time the officers, employees, and agents empowered to act on behalf of the Corporation in connection therewith and to revoke such designations; (g) to execute and deliver to Bank safe deposit box agreements, to designate from time to time the persons empowered to have access to any safe deposit box and to revoke such designations; (h) to enter into any and all other types of transactions with Bank for which Bank is authorized to transact in its normal course of business; (i) to contract with Bank for the rendition of any services offered by Bank; and (j) to designate from time to time the officers, employees, and agents empowered to act on behalf of the Corporation as administrators with regard to the Bank's business online banking service (i.e., those individuals with authority to appoint and delegate access and control privileges to users, as well as the authority to appoint other business online banking service administrators), provided that if any individuals are listed under the section of this document titled "Treasury Services Relationships", this subsection (j) shall have no effect:

Name	Title
LESLIE H. EDWARDS	FINANCE DIRECTOR
DAVID BRUCE COTTON	COUNTY MANAGER
ARLEYNE CURRIER	STAFF ACCOUNTANT

GENERAL RESOLUTIONS

RESOLVED FURTHER, that all officers, agents, or other persons authorized to conduct and/or initiate banking transactions pursuant to the resolutions herein are authorized to use any means of electronic banking or account management products or services offered by Bank with respect to the account(s) of the Corporation and that the provisions contained in Bank's Deposit Account Agreement and/or other agreements specific to a particular electronic product or service, including, without limitation, the provisions concerning the binding effect of transactions conducted or instructions given electronically with respect to the Corporation's account(s), are expressly approved and the Corporation assumes full responsibility for any and all such electronic transactions and instructions and agrees to indemnify and hold Bank harmless against any and all loss, cost, damage, or expense suffered or incurred by Bank arising out of Bank's honoring such electronic transactions or instructions.

RESOLVED FURTHER, that the Corporation recognizes and agrees that maintenance, service charges, and other fees pursuant to the rules and regulations of Bank may be charged and deducted from the Corporation's account(s), and that Bank shall have right of setoff as to any and all indebtedness and liability of Corporation to Bank however and whenever incurred or evidenced, whether direct or indirect, absolute or contingent, due or to become due and said setoff authority may be exercised without prior notice; and when charges or other deductions are made from said account(s), Bank shall not be liable for dishonoring items where the making of such a charge, setoff or other deduction results in there being insufficient funds in Corporation's account to honor such items; and,

RESOLVED FURTHER, that the Secretary or an Assistant Secretary of Corporation shall certify to Bank the names of the presently duly elected and qualified officers of this Corporation and shall from time to time hereafter as changes in the personnel of said officers are made, immediately certify such changes to Bank, and Bank shall be fully protected in relying on the certifications of any individual who purports to be the Secretary or Assistant Secretary and shall be indemnified and saved harmless from any claims, demands, expenses, loss or damage resulting from or growing out of honoring the signature of any officer so certified or refusing to honor any signature not so certified and Corporation shall be bound by Bank's honoring the signature of any corporate employee or agent or any other individual, authorized or unauthorized, as maker, endorser, drawer or in any other capacity unless Bank receives written notice of any claim, dispute or difference with regard to said signature, endorsement or other transaction within thirty (30) days, or such longer time as required by applicable law, after the first statement, notice, or items showing irregularity shall have been sent or made available to Corporation. Corporation shall not be relieved of the duty to examine and report or of the stated consequences thereof by reason of the fact that the statement, notice, or any item or items were not sent or made available unless the Corporation notifies Bank of that fact within fifteen (15) days of the date upon which the same are customarily so sent or made available and Corporation shall be bound by the contents of such statements and items forwarded to the corporate address of the Corporation; and,

RESOLVED FURTHER, that the foregoing resolutions shall remain in full force and effect until written notice of their amendment or rescission has been received and acknowledged by Bank and the receipt of such notice shall not affect any action taken by Bank prior thereto; and

RESOLVED FURTHER, any revocation, modification or replacement of a resolution must be accompanied by documentation satisfactory to the Bank, establishing the authority for the changes; and,

RESOLVED FURTHER, that the foregoing authority shall not be limited to the above identified or described officers, agents, or other representatives of the Corporation but shall extend to such additional or different individuals as are named as being so authorized in any letter, form or notice signed by any officer, agent, or other representative of the Corporation identified or described above in each category or who is allowed to make said transactions by Corporation; and,

RESOLVED FURTHER, that the Corporation agrees that in the event a question or dispute arises concerning the authority of one or more individuals to transact business on behalf of the Corporation, Bank shall have the option either (1) to rely on the most recent resolution, certification, or notice furnished to Bank by an individual purporting to have authority for the Corporation, or (2) to freeze accounts, close accounts to posting, refuse to honor items, place stop payment orders on items and otherwise refuse to allow any transaction or to do any further business with respect to the Corporation or any of its accounts until such questions or dispute is resolved to the satisfaction of the Bank; and Bank shall be fully protected in taking either course of action or a combination thereof and shall be indemnified and saved harmless from any claims, demands, losses, damages, and expenses, including attorneys' fees, resulting from or growing out of the foregoing; and,

RESOLVED FURTHER, that all transactions by any of the officers, employees, or other representatives of this Corporation, in its name and for its account or within the authority herein given if said authority had been in effect prior to this meeting be and the same hereby approved and ratified; and,

RESOLVED FURTHER, that the foregoing resolutions together with any specific contract, account card or other writing shall be the agreement with Bank and Corporation agrees to be subject to Bank's rules and regulations as to each service or account; and expect where initialed on the certified copy indicating one or more specific officer(s) or agent(s) to perform a specific function, any officer listed below shall have authority to transact the authorized business with Bank; and

RESOLVED FURTHER, that the Secretary or an Assistant Secretary of the Corporation be, and hereby is authorized and directed to certify to Southern Bank and Trust Company the foregoing resolution or resolutions and that the provisions thereof are in conformity with the charter and bylaws of the Corporation and that the foregoing resolutions and authority thereby conferred shall remain in full force and in effect until this Corporation officially notifies Bank to the contrary in writing; and Bank may conclusively presume that such resolves are in effect and that the persons identified from time to time as officers of the Corporation by certificate of the Secretary or an Assistant Secretary, have been duly elected or appointed to and continue to hold such offices; and,

RESOLVED FURTHER, that all previous banking resolutions in conflict herewith relating to Southern Bank and Trust Company heretofore approved by the Board of Directors (or incorporator(s), as applicable) be, and the same hereby are superseded.

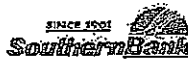
I further certify that there is no provision in the charter or bylaws of said Corporation limiting the power of the Board of Directors (or incorporator(s), as applicable) to pass the foregoing resolutions and that the same are in conformity with the provisions of said charter and bylaws. I further certify that the following are the names and official signatures of the present officers and other authorized persons of this Corporation:

	Name	Official Signature
President	ANDRE M LASSITER (BOARD CHAIR)	✓
Vice President	WILLIAM F MITCHELL (VICE CHAIR)	✓
Vice President	RONALD J GATLING	✓
Secretary	LEROY DOUGLAS II	✓
Treasurer	JOHN D HORTON	✓
Asst Treasurer		
Other		
Other		
Other		

IN WITNESS WHEREOF, I have hereunto subscribed my name, this the 21st day of December, 2022.

Secretary (Assistant Secretary)

Federal Tax Identification Number



CERTIFIED COPY OF CORPORATE RESOLUTIONS
For Accounts, Borrowing, and other Transactions

Applicable Acct(s)

**HERTFORD COUNTY
INMATE TRUST FUND**

Name of Corporation

Tax Identification Number

I, the undersigned, hereby certify to Southern Bank and Trust Company that I am the Secretary of the above-named Corporation, which Corporation is duly organized and existing under the law of the State of NC, and engaged in business under the trade name of HERTFORD COUNTY INMATE TRUST FUND; that the following is a true copy of resolutions duly adopted by the Board of Directors (or by the incorporator(s) if permitted by the applicable law) of said Corporation effective on 12/21/2022, either at a duly authorized and held meeting of the Board of Directors (or incorporator(s), as applicable) at which a quorum was present and proper notice was given, or by unanimous written consent; and that such resolutions have not been amended or rescinded;

The undersigned further certify that the following is the correct LEGAL name of said business HERTFORD COUNTY
(or, if not completed, that the "Name of Business" shown above is the correct legal name).

DEPOSIT RELATIONSHIP

RESOLVED, that Southern Bank and Trust Company (Bank) be and it hereby is designated a depository of this Corporation with authority to create deposit accounts of all types with the Corporation and to accept at any time and from time to time for credit of the Corporation checking, savings, and all other types of deposits by whomsoever made of funds in whatever form and in whatever manner endorsed and said Bank be and it hereby is authorized and directed to pay or otherwise honor or apply without inquiry and without regard to the application of the proceeds thereof, checks, drafts, notes, bills of exchange, acceptances, undertakings, and other instruments or orders for the payment, transfer, or withdrawals of money for whatever purpose and to whomsoever payable, including those drawn to the individual order of a signer, whether tendered for cashing, in payment of individual obligations of such signer, or for deposit to his individual account or any other use or disposition, and further, said Bank is given authority to honor the endorsement of checks, drafts, notes, or all other types of instruments payable or belonging to this Corporation, whether such endorsement be made manually, by endorsement stamp or otherwise and whether for deposit, for collection or otherwise and to receive cash or part cash for same or to make "less cash" deposits, receiving cash for part or all of the amount of such checks and depositing the balance, if any, when such instruments are signed, accepted, or endorsed whether by stamp, manual, or facsimile signature(s) by any of the following indicated officers or persons from time to time holding the following indicated offices, or agents of the Corporation and the Corporation assumes full responsibility for any and all payments made by Bank in reliance upon the manual stamp or facsimile signatures of said officers, persons, or agents and agrees to indemnify and hold harmless Bank against any and all loss, cost, damage, or expense suffered or incurred by said Bank arising out of the misuse or unlawful or unauthorized use by any person of such stamp or facsimile signature or signature(s), the current officers, authorized persons, or agents being shown hereinafter.

Name

Title

LESLIE H EDWARDS

FINANCE DIRECTOR

DAVID BRUCE COTTON

COUNTY MANAGER

DEXTER ANTONIO HAYES

SHERIFF

NON-TREASURY SERVICES WIRE TRANSFER AUTHORITY

RESOLVED FURTHER, that any of the following indicated officers, persons from time to time holding the said office of this Corporation, agents or other authorized persons are authorized for the account of the Corporation (a) to execute and deliver to the Bank wire transfer agreements, if required; (b) to initiate wire transfer requests from any of Corporation's Bank accounts, whether via in-person, telephonic or written request; and (c) to verify the authenticity of instructions to Bank regarding wire transfer requests initiated by other persons from any of the Corporation's Bank accounts; provided that any authority designated in this section is separate and apart from any authority granted under the section of this document titled "Treasury Services Relationships";

Name

Title

LESLIE H EDWARDS

FINANCE DIRECTOR

DAVID BRUCE COTTON

COUNTY MANAGER

DEXTER ANTONIO HAYES

SHERIFF



TREASURY SERVICES RELATIONSHIPS

RESOLVED FURTHER, that any of the following indicated officers, persons from time to time holding the said office of this Corporation, agents or other authorized persons are authorized for the account of the Corporation (a) to execute and deliver to Bank treasury services agreements, including without limitation agreements involving, by way of example and not limitation, treasury services such as wire transfers, ACH origination transactions, positive pay, ACH block/filter, bill payment, and remote deposit capture (any such agreement, a "Treasury Service Agreement"); (b) to designate from time to time the officers, employees, and agents empowered to act on behalf of the Corporation as administrators with regard to Treasury Service Agreements and the Bank's business online banking service (i.e., those individuals with authority to appoint and delegate access and control privileges to users); (c) to designate from time to time the officers, employees, and agents empowered to act on behalf of the Corporation with regard to Bank treasury services (including but not limited to designating one or more persons authorized to initiate, amend, cancel, confirm, or verify the authenticity of instructions to Bank regarding Bank treasury services, and/or delegating such designation authority); and (d) to designate from time to time the officers, employees, and agents empowered to act on behalf of the Corporation in designating which existing Bank accounts are to be used in conjunction with Bank treasury services:

Name	Title
LESLIE H EDWARDS	FINANCE DIRECTOR
DAVID BRUCE COTTON	COUNTY MANAGER
DEXTER ANTONIO HAYES	SHERIFF

BORROWING RELATIONSHIP

RESOLVED FURTHER, that any of the following indicated officers or persons from time to time holding the said office of this Corporation, agents, or other authorized persons be, and they hereby are, authorized to arrange for the borrowing of and to borrow or otherwise obtain credit from time to time from Southern Bank and Trust Company (Bank) such sums upon such terms and conditions as to time of payment of repayment, rate of interest, and security therefore as they may determine and the said officers, persons or agents be, and they hereby are, authorized to execute and deliver in the name and on behalf of this Corporation notes, credit agreements and any and all other agreements and evidences of indebtedness with respect to all sums so borrowed or credit otherwise obtained; and such officers, persons, or agents further are authorized as follows: (a) to obtain credit from Bank by the use of a Master Card/Visa Card or other credit card issued by Bank, in such sums as may seem advisable to such officers, persons, or agents and upon such terms as may be prescribed by Bank, to designate other persons not so designated below to use a Master Card/Visa Card or other credit card in the name of and on behalf of this Corporation, to designate to Bank other persons to whom Bank may issue a Master Card/Visa Card or other credit card on behalf of this Corporation, to execute applications and agreements of any type in connection therewith on behalf of the Corporation, and to repay to Bank this indebtedness and obligations incurred by the use of said credit cards; whether or not credit was extended for a purpose authorized by this Corporation; (b) to obtain credit from Bank under one or more revolving lines of credit (including but not limited to Cash Reserve) offered or issued by Bank, in such sums as may seem advisable to such officers, persons, or agents, and upon such terms as may be prescribed by Bank, to sign or to designate such persons not so designated below to sign checks or other items drawn on the Corporation's checking account which may activate loans under such revolving lines of credit and to sign special (direct advance) checks or other instruments which will activate loans under such revolving lines of credit, to execute applications and agreements of any type in connection therewith on behalf of Corporation, to repay Bank the indebtedness and obligations incurred under such revolving lines of credit; whether or not credit was extended for a purpose authorized by this Corporation; (c) to pledge, assign, convey and/or transfer the property of the Corporation to Bank as security for such borrowing, revolving lines of credit and credit arrangements and to execute and deliver security agreements, deeds of trust, and other security instruments whether of obligation or hypothecation which they may determine necessary or appropriate in the implementation of the borrowing authority hereby or belonging to the Corporation and have full authority to endorse, assign, and guarantee the same, on behalf of the Corporation, Bank is authorized and directed to pay the proceeds of any such loans, lines of credit or other borrowings or credit arrangements as directed by the persons so authorized whether to the order of said persons in their individual capacities, for deposit to their individual credit or to be applied or deposited in any manner for their individual deposit in any manner for their individual credit;

Name	Title

MISCELLANEOUS BANKING RELATIONSHIPS

RESOLVED FURTHER, that any of the following indicated officers, persons from time to time holding the said office of this Corporation, agents or other authorized persons are authorized for the account of the Corporation (a) to apply for and receive letters of credit and from time to time to increase the amount, extend the date of expiration or amend the terms of any outstanding letters of credit; (b) to execute and deliver all necessary and proper documents in connection with any transaction with said Bank; (c) to execute and deliver indemnity agreements, acceptance agreements, guarantees for missing documents or other guarantee, acceptances, trust receipts and other forms of security agreements; (d) to order payments against receipt of shipping and other documents; (e) to purchase certificates of deposit, bonds, securities, and all other types of intangible personal property from Bank; (f) to execute and deliver to Bank night depository agreements, to designate from time to time the officers, employees, and agents empowered to act on behalf of the Corporation in connection therewith and to revoke such designations; (g) to execute and deliver to Bank safe deposit box agreements, to designate from time to time the persons empowered to have access to any safe deposit box and to revoke such designations; (h) to enter into any and all other types of transactions with Bank for which Bank is authorized to transact in its normal course of business; (i) to contract with Bank for the rendition of any services offered by Bank; and (j) to designate from time to time the officers, employees, and agents empowered to act on behalf of the Corporation as administrators with regard to the Bank's business online banking service (i.e., those individuals with authority to appoint and delegate access and control privileges to users, as well as the authority to appoint other business online banking service administrators), provided that if any individuals are listed under the section of this document titled "Treasury Services Relationships", this subsection (j) shall have no effect:

Name	Title
LESLIE H EDWARDS	FINANCE DIRECTOR
DAVID BRUCE COTTON	COUNTY MANAGER
DEXTER ANTONIO HAYES	SHERIFF

GENERAL RESOLUTIONS

RESOLVED FURTHER, that all officers, agents, or other persons authorized to conduct and/or initiate banking transactions pursuant to the resolutions herein are authorized to use any means of electronic banking or account management products or services offered by Bank with respect to the account(s) of the Corporation and that the provisions contained in Bank's Deposit Account Agreement and/or other agreements specific to a particular electronic product or service, including, without limitation, the provisions concerning the binding effect of transactions conducted or instructions given electronically with respect to the Corporation's account(s), are expressly approved and the Corporation assumes full responsibility for any and all such electronic transactions and instructions and agrees to indemnify and hold Bank harmless against any and all loss, cost, damage, or expense suffered or incurred by Bank arising out of Bank's honoring such electronic transactions or instructions.

RESOLVED FURTHER, that the Corporation recognizes and agrees that maintenance, service changes, and other fees pursuant to the rules and regulations of Bank may be charged and deducted from the Corporation's account(s), and that Bank shall have right of setoff as to any and all indebtedness and liability of Corporation to Bank however and whenever incurred or evidenced, whether direct or indirect, absolute or contingent, due or to become due and said setoff authority may be exercised without prior notice; and when charges or other deductions are made from said account(s), Bank shall not be liable for dishonoring items where the making of such a charge, setoff or other deduction results in there being insufficient funds in Corporation's account to honor such items; and,

RESOLVED FURTHER, that the Secretary or an Assistant Secretary of Corporation shall certify to Bank the names of the presently duly elected and qualified officers of this Corporation and shall from time to time hereafter as changes in the personnel of said officers are made, immediately certify such changes to Bank, and Bank shall be fully protected in relying on the certifications of any individual who purports to be the Secretary or Assistant Secretary and shall be indemnified and saved harmless from any claims, demands, expenses, loss or damage resulting from or growing out of honoring the signature of any officer so certified or refusing to honor any signature not so certified and Corporation shall be bound by Bank's honoring the signature of any corporate employee or agent or any other individual, authorized or unauthorized, as maker, endorser, drawer or in any other capacity unless Bank receives written notice of any claim, dispute or difference with regard to said signature, endorsement or other transaction within thirty (30) days, or such longer time as required by applicable law, after the first statement, notice, or items showing irregularity shall have been sent or made available to Corporation. Corporation shall not be relieved of the duty to examine and report or of the stated consequences thereof by reason of the fact that the statement, notice, or any item or items were not sent or made available unless the Corporation notifies Bank of that fact within fifteen (15) days of the date upon which the same are customarily so sent or made available and Corporation shall be bound by the contents of such statements and items forwarded to the corporate address of the Corporation; and,

RESOLVED FURTHER, that the foregoing resolutions shall remain in full force and effect until written notice of their amendment or rescission has been received and acknowledged by Bank and the receipt of such notice shall not affect any action taken by Bank prior thereto; and

RESOLVED FURTHER, any revocation, modification or replacement of a resolution must be accompanied by documentation satisfactory to the Bank, establishing the authority for the changes; and,

RESOLVED FURTHER, that the foregoing authority shall not be limited to the above identified or described officers, agents, or other representatives of the Corporation but shall extend to such additional or different individuals as are named as being so authorized in any letter, form or notice signed by any officer, agent, or other representative of the Corporation identified or described above in each category or who is allowed to make said transactions by Corporation; and,

RESOLVED FURTHER, that the Corporation agrees that in the event a question or dispute arises concerning the authority of one or more individuals to transact business on behalf of the Corporation, Bank shall have the option either (1) to rely on the most recent resolution, certification, or notice furnished to Bank by an individual purporting to have authority for the Corporation, or (2) to freeze accounts, close accounts to posting, refuse to honor items, place stop payment orders on items and otherwise refuse to allow any transaction or to do any further business with respect to the Corporation or any of its accounts until such questions or dispute is resolved to the satisfaction of the Bank; and Bank shall be fully protected in taking either course of action or a combination thereof and shall be indemnified and saved harmless from any claims, demands, losses, damages, and expenses, including attorneys' fees, resulting from or growing out of the foregoing; and,






RESOLVED FURTHER, that all transactions by any of the officers, employees, or other representatives of this Corporation, in its name and for its account or within the authority herein given if said authority had been in effect prior to this meeting be and the same hereby approved and ratified; and,

RESOLVED FURTHER, that the foregoing resolutions together with any specific contract, account card or other writing shall be the agreement with Bank and Corporation agrees to be subject to Banks rules and regulations as to each service or account; and expect where initiated on the certified copy indicating one or more specific officer(s) or agent(s) to perform a specific function, any officer listed below shall have authority to transact the authorized business with Bank; and

RESOLVED FURTHER, that the Secretary or an Assistant Secretary of the Corporation be, and hereby is authorized and directed to certify to Southern Bank and Trust Company the foregoing resolution or resolutions and that the provisions thereof are in conformity with the charter and bylaws of the Corporation and that the foregoing resolutions and authority thereby conferred shall remain in full force and in effect until this Corporation officially notifies Bank to the contrary in writing; and Bank may conclusively presume that such resolves are in effect and that the persons identified from time to time as officers of the Corporation by certificate of the Secretary or an Assistant Secretary, have been duly elected or appointed to and continue to hold such offices; and,

RESOLVED FURTHER, that all previous banking resolutions in conflict herewith relating to Southern Bank and Trust Company heretofore approved by the Board of Directors (or incorporator(s), as applicable) be, and the same hereby are superseded.

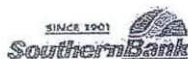
I further certify that there is no provision in the charter or bylaws of said Corporation limiting the power of the Board of Directors (or incorporator(s), as applicable) to pass the foregoing resolutions and that the same are in conformity with the provisions of said charter and bylaws. I further certify that the following are the names and official signatures of the present officers and other authorized persons of this Corporation:

Name	Official Signature
President ANDRE M LASSITER (BOARD CHAIR)	
Vice President WILLIAM F MITCHELL (VICE CHAIR)	
Vice President RONALD J GATLING	
Secretary LEROY DOUGLAS II	
Treasurer JOHN D HORTON	
Asst Treasurer	
Other	
Other	
Other	

IN WITNESS WHEREOF, I have hereunto subscribed my name, this the 21st day of December, 2022

Secretary (Assistant Secretary)

Federal Tax Identification Number



CERTIFIED COPY OF CORPORATE RESOLUTIONS
For Accounts, Borrowing, and other Transactions

Applicable Acct(s)

HERTFORD COUNTY
SOCIAL SERVICES TRUST ACCOUNT

Name of Corporation

Tax Identification Number

I, the undersigned, hereby certify to Southern Bank and Trust Company that I am the Secretary of the above-named Corporation, which Corporation is duly organized and existing under the law of the State of NC and engaged in business under the trade name of HERTFORD COUNTY; that the following is a true copy of resolutions duly adopted by the Board of Directors (or by the incorporator(s) if permitted by the applicable law) of said Corporation effective on 12/21/2022 either at a duly authorized and held meeting of the Board of Directors (or incorporator(s), as applicable) at which a quorum was present and proper notice was given, or by unanimous written consent; and that such resolutions have not been amended or rescinded;

The undersigned further certify that the following is the correct LEGAL name of said business HERTFORD COUNTY

(or, if not completed, that the "Name of Business" shown above is the correct legal name).

DEPOSIT RELATIONSHIP

RESOLVED, that Southern Bank and Trust Company (Bank) be and it hereby is designated a depository of this Corporation with authority to create deposit accounts of all types with the Corporation and to accept at any time and from time to time for credit of the Corporation checking, savings, and all other types of deposits by whomsoever made of funds in whatever form and in whatever manner endorsed and said Bank be and it hereby is authorized and directed to pay or otherwise honor or apply without inquiry and without regard to the application of the proceeds thereof, checks, drafts, notes, bills of exchange, acceptances, undertakings, and other instruments or orders for the payment, transfer, or withdrawal of money for whatever purpose and to whomsoever payable, including those drawn to the individual order of a signer, whether tendered for cashing, in payment of individual obligations of such signer, or for deposit to his individual account or any other use or disposition, and further, said Bank is given authority to honor the endorsement of checks, drafts, notes, or all other types of instruments payable or belonging to this Corporation, whether such endorsement be made manually, by endorsement stamp or otherwise and whether for deposit, for collection or otherwise and to receive cash or part cash for same or to make "less cash" deposits, receiving cash for part or all of the amount of such checks and depositing the balance, if any, when such instruments are signed, accepted, or endorsed whether by stamp, manual, or facsimile signature(s) by any of the following indicated officers or persons from time to time holding the following indicated offices, or agents of the Corporation and the Corporation assumes full responsibility for any and all payments made by Bank in reliance upon the manual stamp or facsimile signatures of said officers, persons, or agents and agrees to indemnify and hold harmless Bank against any and all loss, cost, damage, or expense suffered or incurred by said Bank arising out of the misuse or unlawful or unauthorized use by any person of such stamp or facsimile signature or signature(s), the current officers, authorized persons, or agents being shown hereinafter.

Name

Title

LESLIE H EDWARDS

FINANCE DIRECTOR

DAVID BRUCE COTTON

COUNTY MANAGER

BRENDA DENISE BROWN

DIRECTOR OF SOCIAL SERVICES

NON-TREASURY SERVICES WIRE TRANSFER AUTHORITY

RESOLVED FURTHER, that any of the following indicated officers, persons from time to time holding the said office of this Corporation, agents or other authorized persons are authorized for the account of the Corporation (a) to execute and deliver to the Bank wire transfer agreements, if required; (b) to initiate wire transfer requests from any of Corporation's Bank accounts, whether via in-person, telephonic or written request; and (c) to verify the authenticity of instructions to Bank regarding wire transfer requests initiated by other persons from any of the Corporation's Bank accounts; provided that any authority designated in this section is separate and apart from any authority granted under the section of this document titled "Treasury Services Relationships";

Name

Title

LESLIE H EDWARDS

FINANCE DIRECTOR

DAVID BRUCE COTTON

COUNTY MANAGER

BRENDA DENISE BROWN

DIRECTOR OF SOCIAL SERVICES

TREASURY SERVICES RELATIONSHIPS

RESOLVED FURTHER, that any of the following indicated officers, persons from time to time holding the said office of this Corporation, agents or other authorized persons are authorized for the account of the Corporation (a) to execute and deliver to Bank treasury services agreements, including without limitation agreements involving, by way of example and not limitation, treasury services such as wire transfers, ACH origination transactions, positive pay, ACH block/filter, bill payment, and remote deposit capture (any such agreement, a "Treasury Service Agreement"); (b) to designate from time to time the officers, employees, and agents empowered to act on behalf of the Corporation as administrators with regard to Treasury Service Agreements and the Bank's business online banking service (i.e., those individuals with authority to appoint and delegate access and control privileges to users); (c) to designate from time to time the officers, employees, and agents empowered to act on behalf of the Corporation with regard to Bank treasury services (including but not limited to designating one or more persons authorized to initiate, amend, cancel, confirm, or verify the authenticity of instructions to Bank regarding Bank treasury services, and/or delegating such designation authority); and (d) to designate from time to time the officers, employees, and agents empowered to act on behalf of the Corporation in designating which existing Bank accounts are to be used in conjunction with Bank treasury services:

Name	Title
LESLIE H EDWARDS	FINANCE DIRECTOR
DAVID BRUCE COTTON	COUNTY MANAGER
BRENDA DENISE BROWN	DIRECTOR OF SOCIAL SERVICES

BORROWING RELATIONSHIP

RESOLVED FURTHER, that any of the following indicated officers or persons from time to time holding the said office of this Corporation, agents, or other authorized persons be, and they hereby are, authorized to arrange for the borrowing of and to borrow or otherwise obtain credit from time to time from Southern Bank and Trust Company (Bank) such sums upon such terms and conditions as to time of payment of repayment, rate of interest, and security therefore as they may determine and the said officers, persons or agents be, and they hereby are, authorized to execute and deliver in the name and on behalf of this Corporation notes, credit agreements and any and all other agreements and evidences of indebtedness with respect to all sums so borrowed or credit otherwise obtained; and such officers, persons, or agents further are authorized as follows: (a) to obtain credit from Bank by the use of a Master Card/Visa Card or other credit card issued by Bank, in such sums as may seem advisable to such officers, persons, or agents and upon such terms as may be prescribed by Bank, to designate other persons not so designated below to use a Master Card/Visa Card or other credit card in the name of and on behalf of this Corporation, to designate to Bank other persons to whom Bank may issue a Master Card/Visa Card or other credit card on behalf of this Corporation, to execute applications and agreements of any type in connection therewith on behalf of the Corporation, and to repay to Bank the indebtedness and obligations incurred by the use of said credit cards; whether or not credit was extended for a purpose authorized by this Corporation; (b) to obtain credit from Bank under one or more revolving lines of credit (including but not limited to Cash Reserve) offered or issued by Bank, in such sums as may seem advisable to such officers, persons, or agents, and upon such terms as may be prescribed by Bank, to sign or to designate such persons not so designated below to sign checks or other items drawn on the Corporation's checking account which may activate loans under such revolving lines of credit and to sign special (direct advance) checks or other instruments which will activate loans under such revolving lines of credit, to execute applications and agreements of any type in connection therewith on behalf of Corporation, to repay Bank the indebtedness and obligations incurred under such revolving lines of credit; whether or not credit was extended for a purpose authorized by this Corporation; (c) to pledge, assign, convey and/or transfer the property of the Corporation to Bank as security for such borrowing, revolving lines of credit and credit arrangements and to execute and deliver security agreements, deeds of trust, and other security instruments whether of obligation or hypothecation which they may determine necessary or appropriate in the implementation of the borrowing authority hereby or belonging to the Corporation and have full authority to endorse, assign, and guarantee the same, on behalf of the Corporation, Bank is authorized and directed to pay the proceeds of any such loans, lines of credit or other borrowings or credit arrangements as directed by the persons so authorized whether to the order of said persons in their individual capacities, for deposit to their individual credit or to be applied or deposited in any manner for their individual deposit in any manner for their individual credit.

Name	Title

MISCELLANEOUS BANKING RELATIONSHIPS

RESOLVED FURTHER, that any of the following indicated officers, persons from time to time holding the said office of this Corporation, agents or other authorized persons are authorized for the account of the Corporation (a) to apply for and receive letters of credit and from time to time to increase the amount, extend the date of expiration or amend the terms of any outstanding letters of credit; (b) to execute and deliver all necessary and proper documents in connection with any transaction with said Bank; (c) to execute and deliver indemnity agreements, acceptance agreements, guarantees for missing documents or other guarantee, acceptances, trust receipts and other forms of security agreements; (d) to order payments against receipt of shipping and other documents; (e) to purchase certificates of deposit, bonds, securities, and all other types of intangible personal property from Bank; (f) to execute and deliver to Bank night depository agreements, to designate from time to time the officers, employees, and agents empowered to act on behalf of the Corporation in connection therewith and to revoke such designations; (g) to execute and deliver to Bank safe deposit box agreements, to designate from time to time the persons empowered to have access to any safe deposit box and to revoke such designations; (h) to enter into any and all other types of transactions with Bank for which Bank is authorized to transact in its normal course of business; (i) to contract with Bank for the rendition of any services offered by Bank; and (j) to designate from time to time the officers, employees, and agents empowered to act on behalf of the Corporation as administrators with regard to the Bank's business online banking service (i.e., those individuals with authority to appoint and delegate access and control privileges to users, as well as the authority to appoint other business online banking service administrators), provided that if any individuals are listed under the section of this document titled "Treasury Services Relationships", this subsection (j) shall have no effect.

Name	Title
LESLIE H EDWARDS	FINANCE DIRECTOR
DAVID BRUCE COTTON	COUNTY MANAGER
BRENDA DENISE BROWN	DIRECTOR OF SOCIAL SERVICES

GENERAL RESOLUTIONS

RESOLVED FURTHER, that all officers, agents, or other persons authorized to conduct and/or initiate banking transactions pursuant to the resolutions herein are authorized to use any means of electronic banking or account management products or services offered by Bank with respect to the account(s) of the Corporation and that the provisions contained in Bank's Deposit Account Agreement and/or other agreements specific to a particular electronic product or service, including, without limitation, the provisions concerning the binding effect of transactions conducted or instructions given electronically with respect to the Corporation's account(s), are expressly approved and the Corporation assumes full responsibility for any and all such electronic transactions and instructions and agrees to indemnify and hold Bank harmless against any and all loss, cost, damage, or expense suffered or incurred by Bank arising out of Bank's honoring such electronic transactions or instructions.

RESOLVED FURTHER, that the Corporation recognizes and agrees that maintenance, service charges, and other fees pursuant to the rules and regulations of Bank may be charged and deducted from the Corporation's account(s), and that Bank shall have right of setoff as to any and all indebtedness and liability of Corporation to Bank however and whenever incurred or evidenced, whether direct or indirect, absolute or contingent, due or to become due and said setoff authority may be exercised without prior notice; and when charges or other deductions are made from said account(s), Bank shall not be liable for dishonoring items where the making of such a charge, setoff or other deduction results in there being insufficient funds in Corporation's account to honor such items; and,

RESOLVED FURTHER, that the Secretary or an Assistant Secretary of Corporation shall certify to Bank the names of the presently duly elected and qualified officers of this Corporation and shall from time to time hereafter as changes in the personnel of said officers are made, immediately certify such changes to Bank, and Bank shall be fully protected in relying on the certifications of any individual who purports to be the Secretary or Assistant Secretary and shall be indemnified and saved harmless from any claims, demands, expenses, loss or damage resulting from or growing out of honoring the signature of any officer so certified or refusing to honor any signature not so certified and Corporation shall be bound by Bank's honoring the signature of any corporate employee or agent or any other individual, authorized or unauthorized, as maker, endorser, drawer or in any other capacity unless Bank receives written notice of any claim, dispute or difference with regard to said signature, endorsement or other transaction within thirty (30) days, or such longer time as required by applicable law, after the first statement, notice, or items showing irregularity shall have been sent or made available to Corporation. Corporation shall not be relieved of the duty to examine and report or of the stated consequences thereof by reason of the fact that the statement, notice, or any item or items were not sent or made available unless the Corporation notifies Bank of that fact within fifteen (15) days of the date upon which the same are customarily so sent or made available and Corporation shall be bound by the contents of such statements and items forwarded to the corporate address of the Corporation; and,

RESOLVED FURTHER, that the foregoing resolutions shall remain in full force and effect until written notice of their amendment or rescission has been received and acknowledged by Bank and the receipt of such notice shall not affect any action taken by Bank prior thereto; and

RESOLVED FURTHER, any revocation, modification or replacement of a resolution must be accompanied by documentation satisfactory to the Bank, establishing the authority for the changes; and,

RESOLVED FURTHER, that the foregoing authority shall not be limited to the above identified or described officers, agents, or other representatives of the Corporation but shall extend to such additional or different individuals as are named as being so authorized in any letter, form or notice signed by any officer, agent, or other representative of the Corporation identified or described above in each category or who is allowed to make said transactions by Corporation; and,

RESOLVED FURTHER, that the Corporation agrees that in the event a question or dispute arises concerning the authority of one or more individuals to transact business on behalf of the Corporation, Bank shall have the option either (1) to rely on the most recent resolution, certification, or notice furnished to Bank by an individual purporting to have authority for the Corporation, or (2) to freeze accounts, close accounts to posting, refuse to honor items, place stop payment orders on items and otherwise refuse to allow any transaction or to do any further business with respect to the Corporation or any of its accounts until such questions or dispute is resolved to the satisfaction of the Bank; and Bank shall be fully protected in taking either course of action or a combination thereof and shall be indemnified and saved harmless from any claims, demands, losses, damages, and expenses, including attorneys' fees, resulting from or growing out of the foregoing; and,






RESOLVED FURTHER, that all transactions by any of the officers, employees, or other representatives of this Corporation, in its name and for its account or within the authority herein given if said authority had been in effect prior to this meeting be and the same hereby approved and ratified; and,

RESOLVED FURTHER, that the foregoing resolutions together with any specific contract, account card or other writing shall be the agreement with Bank and Corporation agrees to be subject to Banks rules and regulations as to each service or account; and expect where initialed on the certified copy indicating one or more specific officer(s) or agent(s) to perform a specific function, any officer listed below shall have authority to transact the authorized business with Bank; and

RESOLVED FURTHER, that the Secretary or an Assistant Secretary of the Corporation be, and hereby is authorized and directed to certify to Southern Bank and Trust Company the foregoing resolution or resolutions and that the provisions thereof are in conformity with the charter and bylaws of the Corporation and that the foregoing resolutions and authority thereby conferred shall remain in full force and in effect until this Corporation officially notifies Bank to the contrary in writing; and Bank may conclusively presume that such resolves are in effect and that the persons identified from time to time as officers of the Corporation by certificate of the Secretary or an Assistant Secretary, have been duly elected or appointed to and continue to hold such offices; and,

RESOLVED FURTHER, that all previous banking resolutions in conflict herewith relating to Southern Bank and Trust Company heretofore approved by the Board of Directors (or incorporator(s), as applicable) be, and the same hereby are superseded.

I further certify that there is no provision in the charter or bylaws of said Corporation limiting the power of the Board of Directors (or incorporator(s), as applicable) to pass the foregoing resolutions and that the same are in conformity with the provisions of said charter and bylaws. I further certify that the following are the names and official signatures of the present officers and other authorized persons of this Corporation:

	Name	Official Signature
President	ANDRE M LASSITER (BOARD CHAIR)	
Vice President	WILLIAM F MITCHELL (VICE CHAIR)	
Vice President	RONALD J GATLING	
Secretary	LEROY DOUGLAS II	
Treasurer	JOHN D HORTON	
Asst Treasurer		
Other		
Other		
Other		

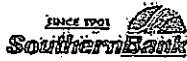
IN WITNESS WHEREOF, I have hereunto subscribed my name, this the 21st day of December, 2022.



Secretary (Assistant Secretary)



Federal Tax Identification Number



CERTIFIED COPY OF CORPORATE RESOLUTIONS
For Accounts, Borrowing, and other Transactions

Applicable Act(s)

**HERTFORD COUNTY
CENTRAL DEPOSITORY**

Name of Corporation

Tax Identification Number

I, the undersigned, hereby certify to Southern Bank and Trust Company that I am the Secretary of the above-named Corporation, which Corporation is duly organized and existing under the law of the State of NC, and engaged in business under the trade name of HERTFORD COUNTY CENTRAL DEPOSITORY; that the following is a true copy of resolutions duly adopted by the Board of Directors (or by the incorporator(s) if permitted by the applicable law) of said Corporation effective on 12/21/2022, either at a duly authorized and held meeting of the Board of Directors (or incorporator(s), as applicable), at which a quorum was present and proper notice was given, or by unanimous written consent; and that such resolutions have not been amended or rescinded;

The undersigned further certify that the following is the correct LEGAL name of said business HERTFORD COUNTY.

(or, if not completed, that the "Name of Business" shown above is the correct legal name).

DEPOSIT RELATIONSHIP

RESOLVED, that Southern Bank and Trust Company (Bank) be and it hereby is designated a depository of this Corporation with authority to create deposit accounts of all types with the Corporation and to accept at any time and from time to time for credit of the Corporation checking, savings, and all other types of deposits by whomsoever made of funds in whatever form and in whatever manner endorsed and said Bank be and it hereby is authorized and directed to pay or otherwise honor or apply without inquiry and without regard to the application of the proceeds thereof, checks, drafts, notes, bills of exchange, acceptances, undertakings, and other instruments or orders for the payment, transfer, or withdrawals of money for whatever purpose and to whomsoever payable, including those drawn to the individual order of a signer, whether tendered for cashing, in payment of individual obligations of such signer, or for deposit to his individual account or any other use or disposition, and further, said Bank is given authority to honor the endorsement of checks, drafts, notes, or all other types of instruments payable or belonging to this Corporation, whether such endorsement be made manually, by endorsement stamp or otherwise and whether for deposit, for collection or otherwise and to receive cash or part cash for same or to make "less cash" deposits, receiving cash for part or all of the amount of such checks and depositing the balance, if any, when such instruments are signed, accepted, or endorsed whether by stamp, manual, or facsimile signature(s) by any of the following indicated officers or persons from time to time holding the following indicated offices, or agents of the Corporation and the Corporation assumes full responsibility for any and all payments made by Bank in reliance upon the manual stamp or facsimile signature(s) of said officers, persons, or agents and agrees to indemnify and hold harmless Bank against any and all loss, cost, damage, or expense suffered or incurred by said Bank arising out of the misuse or unlawful or unauthorized use by any person of such stamp or facsimile signature or signature(s), the current officers, authorized persons, or agents being shown hereinafter.

Name

Title

LESLIE H EDWARDS

FINANCE DIRECTOR

DAVID BRUCE COTTON

COUNTY MANAGER

ANDRE M LASSITER

BOARD CHAIR

WILLIAM F MITCHELL

VICE CHAIR

NON-TREASURY SERVICES WIRE TRANSFER AUTHORITY

RESOLVED FURTHER, that any of the following indicated officers, persons from time to time holding the said office of this Corporation, agents or other authorized persons are authorized for the account of the Corporation (a) to execute and deliver to the Bank wire transfer agreements, if required; (b) to initiate wire transfer requests from any of Corporation's Bank accounts, whether via in-person, telephonic or written request; and (c) to verify the authenticity of instructions to Bank regarding wire transfer requests initiated by other persons from any of the Corporation's Bank accounts; provided that any authority designated in this section is separate and apart from any authority granted under the section of this document titled "Treasury Services Relationships":

Name

Title

LESLIE H EDWARDS

FINANCE DIRECTOR

DAVID BRUCE COTTON

COUNTY MANAGER

ARLEYNE CURRIER

STAFF ACCOUNTANT

TREASURY SERVICES RELATIONSHIPS

RESOLVED FURTHER, that any of the following indicated officers, persons from time to time holding the said office of this Corporation, agents or other authorized persons are authorized for the account of the Corporation (a) to execute and deliver to Bank treasury services agreements, including without limitation agreements involving, by way of example and not limitation, treasury services such as wire transfers, ACH origination transactions, positive pay, ACH block/filter, bill payment, and remote deposit capture (any such agreement, a "Treasury Service Agreement"); (b) to designate from time to time the officers, employees, and agents empowered to act on behalf of the Corporation as administrators with regard to Treasury Service Agreements and the Bank's business online banking service (i.e., those individuals with authority to appoint and delegate access and control privileges to users); (c) to designate from time to time the officers, employees, and agents empowered to act on behalf of the Corporation with regard to Bank treasury services (including but not limited to designating one or more persons authorized to initiate, amend, cancel, confirm, or verify the authenticity of instructions to Bank regarding Bank treasury services, and/or delegating such designation authority); and (d) to designate from time to time the officers, employees, and agents empowered to act on behalf of the Corporation in designating which existing Bank accounts are to be used in conjunction with Bank treasury services:

Name	Title
LESLIE H EDWARDS	FINANCE DIRECTOR
DAVID BRUCE COTTON	COUNTY MANAGER
ARLEYNE CURRIER	STAFF ACCOUNTANT

BORROWING RELATIONSHIP

RESOLVED FURTHER, that any of the following indicated officers or persons from time to time holding the said office of this Corporation, agents, or other authorized persons be, and they hereby are, authorized to arrange for the borrowing of and to borrow or otherwise obtain credit from time to time from Southern Bank and Trust Company (Bank) such sums upon such terms and conditions as to time of payment of repayment, rate of interest, and security therefore as they may determine and the said officers, persons or agents be, and they hereby are, authorized to execute and deliver in the name and on behalf of this Corporation notes, credit agreements and any and all other agreements and evidences of indebtedness with respect to all sums so borrowed or credit otherwise obtained; and such officers, persons, or agents further are authorized as follows: (a) to obtain credit from Bank by the use of a Master Card/Visa Card or other credit card issued by Bank, in such sums as may seem advisable to such officers, persons, or agents and upon such terms as may be prescribed by Bank, to designate other persons not so designated below to use a Master Card/Visa Card or other credit card in the name of and on behalf of this Corporation, to designate to Bank other persons to whom Bank may issue a Master Card/Visa Card or other credit card on behalf of this Corporation, to execute applications and agreements of any type in connection therewith on behalf of the Corporation, and to repay to Bank the indebtedness and obligations incurred by the use of said credit cards; whether or not credit was extended for a purpose authorized by this Corporation; (b) to obtain credit from Bank under one or more revolving lines of credit (including but not limited to Cash Reserve) offered or issued by Bank, in such sums as may seem advisable to such officers, persons, or agents, and upon such terms as may be prescribed by Bank, to sign or to designate such persons not so designated below to sign checks or other items drawn on the Corporation's checking account which may activate loans under such revolving lines of credit and to sign special (direct advance) checks or other instruments which will activate loans under such revolving lines of credit, to execute applications and agreements of any type in connection therewith on behalf of Corporation, to repay Bank the indebtedness and obligations incurred under such revolving lines of credit; whether or not credit was extended for a purpose authorized by this Corporation; (c) to pledge, assign, convey and/or transfer the property of the Corporation to Bank as security for such borrowing, revolving lines of credit and credit arrangements and to execute and deliver security agreements, deeds of trust, and other security instruments whether of obligation or hypothecation which they may determine necessary or appropriate in the implementation of the borrowing authority hereby or belonging to the Corporation and have full authority to endorse, assign, and guarantee the same, on behalf of the Corporation, Bank is authorized and directed to pay the proceeds of any such loans, lines of credit or other borrowings or credit arrangements as directed by the persons so authorized whether to the order of said persons in their individual capacities, for deposit to their individual credit or to be applied or deposited in any manner for their individual deposit in any manner for their individual credit:

Name	Title

MISCELLANEOUS BANKING RELATIONSHIPS

RESOLVED FURTHER, that any of the following indicated officers, persons from time to time holding the said office of this Corporation, agents or other authorized persons are authorized for the account of the Corporation (a) to apply for and receive letters of credit and from time to time to increase the amount, extend the date of expiration or amend the terms of any outstanding letters of credit; (b) to execute and deliver all necessary and proper documents in connection with any transaction with said Bank; (c) to execute and deliver indemnity agreements, acceptance agreements, guarantees for missing documents or other guarantee, acceptances, trust receipts and other forms of security agreements; (d) to order payments against receipt of shipping and other documents; (e) to purchase certificates of deposit, bonds, securities, and all other types of intangible personal property from Bank; (f) to execute and deliver to Bank night depository agreements, to designate from time to time the officers, employees, and agents empowered to act on behalf of the Corporation in connection therewith and to revoke such designations; (g) to execute and deliver to Bank safe deposit box agreements, to designate from time to time the persons empowered to have access to any safe deposit box and to revoke such designations; (h) to enter into any and all other types of transactions with Bank for which Bank is authorized to transact in its normal course of business; (i) to contract with Bank for the rendition of any services offered by Bank; and (j) to designate from time to time the officers, employees, and agents empowered to act on behalf of the Corporation as administrators with regard to the Bank's business online banking service (i.e., those individuals with authority to appoint and delegate access and control privileges to users, as well as the authority to appoint other business online banking service administrators), provided that if any individuals are listed under the section of this document titled "Treasury Services Relationships", this subsection (j) shall have no effect:

Name	Title
LESLIE H EDWARDS	FINANCE DIRECTOR
DAVID BRUCE COTTON	COUNTY MANAGER
ARLEYNE CURRIER	STAFF ACCOUNTANT

GENERAL RESOLUTIONS

RESOLVED FURTHER, that all officers, agents, or other persons authorized to conduct and/or initiate banking transactions pursuant to the resolutions herein are authorized to use any means of electronic banking or account management products or services offered by Bank with respect to the account(s) of the Corporation and that the provisions contained in Bank's Deposit Account Agreement and/or other agreements specific to a particular electronic product or service, including, without limitation, the provisions concerning the binding effect of transactions conducted or instructions given electronically with respect to the Corporation's account(s), are expressly approved and the Corporation assumes full responsibility for any and all such electronic transactions and instructions and agrees to indemnify and hold Bank harmless against any and all loss, cost, damage, or expense suffered or incurred by Bank arising out of Bank's honoring such electronic transactions or instructions.

RESOLVED FURTHER, that the Corporation recognizes and agrees that maintenance, service charges, and other fees pursuant to the rules and regulations of Bank may be charged and deducted from the Corporation's account(s), and that Bank shall have right of setoff as to any and all indebtedness and liability of Corporation to Bank however and whenever incurred or evidenced, whether direct or indirect, absolute or contingent, due or to become due and said setoff authority may be exercised without prior notice; and when charges or other deductions are made from said account(s), Bank shall not be liable for dishonoring items where the making of such a charge, setoff or other deduction results in there being insufficient funds in Corporation's account to honor such items; and,

RESOLVED FURTHER, that the Secretary or an Assistant Secretary of Corporation shall certify to Bank the names of the presently duly elected and qualified officers of this Corporation and shall from time to time hereafter as changes in the personnel of said officers are made, immediately certify such changes to Bank, and Bank shall be fully protected in relying on the certifications of any individual who purports to be the Secretary or Assistant Secretary and shall be indemnified and saved harmless from any claims, demands, expenses, loss or damage resulting from or growing out of honoring the signature of any officer so certified or refusing to honor any signature not so certified and Corporation shall be bound by Bank's honoring the signature of any corporate employee or agent or any other individual, authorized or unauthorized, as maker, endorser, drawer or in any other capacity unless Bank receives written notice of any claim, dispute or difference with regard to said signature, endorsement or other transaction within thirty (30) days, or such longer time as required by applicable law, after the first statement, notice, or items showing irregularity shall have been sent or made available to Corporation. Corporation shall not be relieved of the duty to examine and report or of the stated consequences thereof by reason of the fact that the statement, notice, or any item or items were not sent or made available unless the Corporation notifies Bank of that fact within fifteen (15) days of the date upon which the same are customarily so sent or made available and Corporation shall be bound by the contents of such statements and items forwarded to the corporate address of the Corporation; and,

RESOLVED FURTHER, that the foregoing resolutions shall remain in full force and effect until written notice of their amendment or rescission has been received and acknowledged by Bank and the receipt of such notice shall not affect any action taken by Bank prior thereto; and

RESOLVED FURTHER, any revocation, modification or replacement of a resolution must be accompanied by documentation satisfactory to the Bank, establishing the authority for the changes; and,

RESOLVED FURTHER, that the foregoing authority shall not be limited to the above identified or described officers, agents, or other representatives of the Corporation but shall extend to such additional or different individuals as are named as being so authorized in any letter, form or notice signed by any officer, agent, or other representative of the Corporation identified or described above in each category or who is allowed to make said transactions by Corporation; and,

RESOLVED FURTHER, that the Corporation agrees that in the event a question or dispute arises concerning the authority of one or more individuals to transact business on behalf of the Corporation, Bank shall have the option either (1) to rely on the most recent resolution, certification, or notice furnished to Bank by an individual purporting to have authority for the Corporation, or (2) to freeze accounts, close accounts to posting, refuse to honor items, place stop payment orders on items and otherwise refuse to allow any transaction or to do any further business with respect to the Corporation or any of its accounts until such question or dispute is resolved to the satisfaction of the Bank; and Bank shall be fully protected in taking either course of action or a combination thereof and shall be indemnified and saved harmless from any claims, demands, losses, damages, and expenses, including attorneys' fees, resulting from or growing out of the foregoing; and,






RESOLVED FURTHER, that all transactions by any of the officers, employees, or other representatives of this Corporation, in its name and for its account or within the authority herein given if said authority had been in effect prior to this meeting be and the same hereby approved and ratified; and,

RESOLVED FURTHER, that the foregoing resolutions together with any specific contract, account card or other writing shall be the agreement with Bank and Corporation agrees to be subject to Bank's rules and regulations as to each service or account; and except where initiated on the certified copy indicating one or more specific officer(s) or agent(s) to perform a specific function, any officer listed below shall have authority to transact the authorized business with Bank; and

RESOLVED FURTHER, that the Secretary or an Assistant Secretary of the Corporation be, and hereby is authorized and directed to certify to Southern Bank and Trust Company the foregoing resolution or resolutions and that the provisions thereof are in conformity with the charter and bylaws of the Corporation and that the foregoing resolutions and authority thereby conferred shall remain in full force and in effect until this Corporation officially notifies Bank to the contrary in writing; and Bank may conclusively presume that such resolves are in effect and that the persons identified from time to time as officers of the Corporation by certificate of the Secretary or an Assistant Secretary, have been duly elected or appointed to and continue to hold such offices; and,

RESOLVED FURTHER, that all previous banking resolutions in conflict herewith relating to Southern Bank and Trust Company heretofore approved by the Board of Directors (or incorporator(s), as applicable) be, and the same hereby are superseded.

I further certify that there is no provision in the charter or bylaws of said Corporation limiting the power of the Board of Directors (or incorporator(s), as applicable) to pass the foregoing resolutions and that the same are in conformity with the provisions of said charter and bylaws. I further certify that the following are the names and official signatures of the present officers and other authorized persons of this Corporation:

	Name	Official Signature
President	ANDRE M LASSITER (BOARD CHAIR)	
Vice President	WILLIAM F MITTCHELL (VICE CHAIR)	
Vice President	RONALD J GATLING	
Secretary	LEROY DOUGLAS II	
Treasurer	JOHN D HORTON	
Asst Treasurer		
Other		
Other		
Other		

IN WITNESS WHEREOF, I have hereunto subscribed my name, this the 21st day of December, 2022



Secretary (Assistant Secretary)



Federal Tax Identification Number

REQUEST CONSIDERATION TO RATIFY MOTION FOR LANDOWNER PROTECTION ACT AND LOCAL LAWS

On a motion by Com. Douglas and a second by Com. Horton, the Board modified the previous motion for Landowner Protection Act and Local Laws to read as follows:

"To run hunting dogs across the land of another, or to hunt, fish or trap on the land of another without the written permission of the landowner or the landowner's lessee. Written permission shall contain complete contact information for the landowner or the landowner's lessee."

REQUEST APPROVAL OF HERTFORD COUNTY DRUG AND ALCOHOL POLICY

After a brief discussion regarding comparative costs of drug and alcohol testing, on a motion by Com. Gatling and a second by Vice-Chair Mitchell, the Board approved for the Drug and Alcohol Policy to become effective in 90-days.

The Board requested that the Finance Director share cost comparisons during the 2023 Planning Work Session today.

Hertford County Drug and Alcohol Policy

Purpose

The purpose of this policy is to promote and maintain an alcohol/drug free environment in the workplace and to protect County employees and the public by ensuring that employees are fit to perform their assigned duties.

Definitions:

Reasonable Suspicion means a belief based on specific objective facts and rational inferences drawn from those facts that an employee has consumed or is under the influence of alcohol or illegal drugs while at work. Circumstances which constitute a basis for determining "reasonable suspicion" may include, but are not limited to: observable occurrences, such as direct observation of alcohol/drug use and/or the physical symptoms of being under the influence of alcohol or a drug; a report of alcohol/drug use by an employee while at work provided by a reliable and credible source; slurred speech, glossy eyes, flushed face, smell of alcohol, absences on Fridays and Mondays, a pattern of unexplained preventable accidents and/or information based on specific objective facts that an employee has caused, or contributed to, an accident at work while under the influence of alcohol/drugs; or evidence that an employee is involved in the unauthorized possession, sale, solicitation or transfer of drugs while working or while on the County's premises or operating or in possession of a County vehicle.

Approved Laboratory means a laboratory certified to perform drug screening or testing by the National Institute on Drug Abuse (NIDA), which also meets the requirements of N. C. General Statute Section 95-231(1).

A. Prohibited Conduct

The following conduct is prohibited under this policy:

1. The unauthorized use, consumption, possession or storage, manufacture, distribution, dispensation or sale of alcohol, controlled substances, illegal drugs or drug paraphernalia on County premises or any County work area, in County vehicles, or while on County business.
2. Reporting to work or working while under the influence of illegal drugs, non-prescribed drugs or alcohol, on County premises or any County work area, in County vehicles, or while on County business.
3. The use or possession of alcohol or illegal drugs off County premises and while not on duty where such conduct could likely have a direct and material adverse impact on the County's interests, including public image.
4. Conviction of selling illegal drugs or of possession with intent to sell illegal drugs at any time or place. Conviction of any criminal drug or alcohol statute at any time or place for some positions.
5. Failure to notify the County of any arrest or conviction under any criminal, drug or alcohol statute by the next workday following the arrest or conviction.

6. Failure to notify the employee's Supervisor, before beginning to work, that the employee is taking prescription or over-the-counter drugs which may interfere with the safe and effective performance of duties.
7. Refusal to immediately submit to an alcohol and drug test when requested by a Supervisor and/or Department Head, in accordance with this policy.
8. Failure to adhere to the requirements of any drug or alcohol treatment program in which the employee is enrolled as a condition of continued employment.
9. Tampering with or obstruction of a drug or alcohol test being administered by or for the County.

The foregoing is not intended to be an exhaustive list of conduct prohibited by this policy.

B. Drugs to be Tested

When drug screening is required under the provisions of this policy, a blood, urine, or breath test will be conducted to detect the presence of drugs, including but not limited to: amphetamines, alcohol, barbiturates, benzodiazepines, cocaine, methaqualone, opiates, phencyclidine (PCP), propoxyphene, THC (Marijuana), and any other controlled substance as defined in North Carolina General Statute Section 90-87(5), as amended.

For purposes of this drug testing policy, alcohol is considered a drug. Any employee found to have abused prescription drugs would be subject to the terms and conditions of this policy.

C. Prescription Medication Use

Employees using medications prescribed by a physician that have stated side effects with the potential to significantly affect or impair work performance shall be responsible for notifying their Supervisor of such potential. An employee need not give the Supervisor specific medical information, but the employee should inform their Supervisor of the potential impact of any medication on job performance to allow the Supervisor to evaluate and determine the appropriate course of action.

Supervisors shall be encouraged to monitor employee behavior and assess possible warning signs indicating that the employee's work performance while under the influence of prescribed medication is impaired or is causing an unsafe work environment for the employee, his or her coworkers, or the public. If there is cause for serious concern with regard to the employee's behavior or performance, the employee shall be advised to take a leave of absence using accrued sick, annual, or compensatory leave, if applicable or leave without pay if all paid leave has been exhausted pursuant to any applicable County policy for all time away from work, until such time the employee can safely return to work.

D. New Hire Drug Testing

All new hires are subject to the testing provisions of this program. All new hires will be provided with written notification of this drug testing policy, and a drug test will be conducted. New Hires will be formally notified in their offer letter that their continued employment with Hertford County will be contingent upon negative test results.

Applicants scheduled for a drug test will be asked to sign a consent form authorizing a drug test and permitting release of the test results to County officials with a need to know. An employee who refuses to consent to a drug test will be recommended for, and is subject to, immediate dismissal.

The County shall also require drug testing in cases of temporary employment or part-time employment as well as a Commercial Driver's License (CDL) to perform the duties as an employee of the County and persons performing transit related safety sensitive functions using federally funded vehicles.

E. Current Employee Testing

Department Heads who have reasonable suspicion (as defined herein) that an employee in his/her department is using or under the influence of drugs, is authorized to schedule a drug test and require the employee to cooperate fully with testing personnel.

An employee must submit to a drug test following an on-the-job accident or other occurrence that involves one (1) or more of the following events: a fatality, a serious injury to an employee or other individual, damage to vehicles or other property, or if the employee receives a citation under state or local law for a moving traffic violation arising from the accident.

An employee may also be tested after a series of minor on-the-job accidents or injuries as determined by the Department Head.

Before a drug test is administered, the Department Head shall ask the employee to sign a consent form authorizing the test and permitting release of test results to County officials with a need to know.

The consent form shall also set forth the following information:

1. The procedure for confirming an initial positive test result;
2. The consequences of a positive test result;
3. The right of an employee to explain a positive drug test result and the appeal procedures available; and
4. The consequences of refusing to undergo a drug test.

An employee who refuses to consent to a drug test, when reasonable suspicion of drug use has been identified and documented, will be recommended for, and is subject to, dismissal.

F. The Test

Normally a urine, breath, and/or blood test will be used to determine the presence of drugs. All personnel involved with the sample collection, transporting and testing, will maintain a strict chain of custody. Tests will be made in accordance with Article 20 of Chapter 95 of the North Carolina General Statutes and other applicable laws.

A certified toxicologist of the approved laboratory will determine the content level of each substance needed to determine whether an employee has consumed or is under the influence of a drug.

G. Consequence of a Positive Test Result

If a test result is positive and after informing the County Manager, the Human Resources Director or Department Head will notify the employee in writing. The letter of notification shall identify the particular substance found. Such an employee shall have the right to request a retest as provided by N. C. General Statute Section 95-232(f), as amended.

An employee, who has a positive drug test result, following the Department Head informing the County Manager, may be subject to disciplinary measures up to and including immediate termination.

H. Use of Results in Criminal Action

No test results of the County's drug testing program may be used as evidence in a criminal action against the employee or job applicant *except* by order of a court of competent jurisdiction or otherwise as required by law.

I. Notification of Conviction

Each employee shall notify his or her Supervisor of any charge or conviction for being in violation of any criminal drug statute no later than two (2) days after being charged or convicted with a drug violation.

The County Manager and the respective Department Head may place an employee who has been charged with violating a crime involving drugs on Investigation with Pay until such time as pertinent details have been researched. It is not recommended that management place an employee on long periods of Investigation with Pay pending criminal court action. Department Heads are encouraged to research the circumstances and make a decision based upon available facts.

J. Additional Standards

All applicants for and all employees in positions subject to the provisions of the North Carolina Criminal Justice Training and Standards Council will be subject to the drug testing policies and procedures of the Council under the Sheriff's Office policies.

Various federal laws require drug testing of certain safety sensitive employees who must meet CDL requirements or who operate or maintain transit vehicles purchased with federal funding. Such tests will be conducted in accordance to federal guidelines and will include the following:

1. Pre-employment testing for controlled substances.
2. Testing upon reasonable suspicion of alcohol or drug use;
3. Post-accident testing within two (2) hours of an accident that involves:
 - a. a fatality; or
 - b. the County driver receiving a citation and/or contributing to the cause of the accident and/or the accident results in any personal injury and/or a vehicle is required to be towed from the scene.

K. Inspections and Searches

When there is reasonable suspicion, the County reserves the right to search employer-owned items used by employees (e.g., desks, lockers, vehicles, equipment, etc.), and employees should not expect privacy in these containers. The employee's Supervisor or Department Head and a witness may conduct search efforts.

L. Enforcement

Department Heads are responsible for the proper application of the procedures in their departments and for holding Supervisors accountable for the daily implementation of this policy.

Department Heads and Supervisors shall be responsible for identifying abuse-related behavioral and performance problems, following the proper referral for testing, and taking appropriate disciplinary measures.

Failure to take action when the Supervisor has reasonable cause to believe an employee is impaired while at work will result in disciplinary action being taken against the Supervisor. If in doubt about what action to take, the Supervisor should consult with the Department Head or the County Manager.

Supervisors shall make every effort to protect the privacy, confidentiality, and dignity of employees by minimizing the number of employees who learn of suspicions involving a co-worker's possible substance abuse or actions taken against that employee.

Alcohol and drug free workplace issues in the Sheriff's Office will be the responsibility of the Sheriff. The Sheriff will be responsible for reporting tests results as required to the North Carolina Sheriffs Education and Training Standards Commission on employees holding certification from that Commission. (Refer to Sheriff's Office policies)

Adopted this ____ day of _____, 20____.

Andre M. Lassiter, Sr, Chairman
Hertford County Board of Commissioners

ATTEST:

Renee Tyler, Clerk to the Board



HERTFORD COUNTY
N.C. CONTROLLED SUBSTANCE EXAMINATION REGULATION ACT
INITIAL NOTICE TO EMPLOYEES/APPLICANTS

In accordance with Hertford County policy, you have been selected for a pre-employment controlled substance test. In accordance with 13 NCAC 20.0401, this Notice explains your rights and responsibilities under the N.C. Controlled Substance Examination Regulation Act ("CSERA") (Chapter 95, Article 20 of the N.C. General Statutes) and the corresponding administrative rules (Title 13, Chapter 20 of the N.C. Administrative Code).

- You may refuse this test; however, your job or employment opportunity may be in jeopardy.
- Although applicants may be screened by means of a "Quick Test," any positive results must be confirmed by an approved lab using gas chromatography with mass spectrometry (GS/MS) or equivalent scientifically accepted method before hiring decisions are made.
- Current employees cannot be screened by means of a "Quick Test."
- An approved laboratory must perform testing of samples.
- You can request a "re-test" of any positive sample. Retests must be of the same sample and must be paid for by the employee.
- You can file a complaint with the N.C. Department of Labor — Wage and Hour Bureau at (919) 807-2796 or 1-800-NC-LABOR if you believe procedural requirements of the CSERA were violated. The Department has no jurisdiction regarding an employer's requirement for controlled substance testing or its decisions regarding results of controlled substance testing.

Employee/Applicant Printed Name

Employee/Applicant's Signature

Date

Employer Representative Printed Name

Representative's Signature

Date

Testing Facility Employee Printed Name

Testing Facility Employee Signature

Date

Send confidential results to:

Hertford County Human Resources
115 Justice Drive, Suite 1
Winton, NC 27986



**HERTFORD COUNTY
N.C. CONTROLLED SUBSTANCE EXAMINATION REGULATION ACT
INITIAL NOTICE TO EMPLOYEES/APPLICANTS**

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Employee/Applicant Printed Name

Employee/Applicant's Signature

Date

Employer Representative Printed Name

Representative's Signature

Date

Testing Facility Employee Printed Name

Testing Facility Employee Signature

Date

Send confidential results to:

Hertford County Human Resources
115 Justice Drive, Suite 1
Winton, NC 27986



CONFIDENTIAL
HERTFORD COUNTY
N.C. CONTROLLED SUBSTANCE EXAMINATION REGULATION ACT
POST-TEST NOTICE TO EMPLOYEES/APPLICANTS

The sample you provided on _____, as required by our county policy and the N.C. Controlled Substance Examination Regulation Act ("CSERA"), has tested positive for _____.

We were notified of this positive result on _____. In accordance with 13 NCAC 20.0402, this Notice explains your rights and responsibilities under the CSERA (Chapter 95, Article 20 of the N.C. General Statutes) and the corresponding administrative rules (Title 13, Chapter 20 of the N.C. Administrative Code).

- You must be given written notice of any positive result of a controlled substance examination within thirty (30) days of employer notification of the positive result.
- You must be given a copy of this Notice or other written notice of your rights and responsibilities regarding re-testing.
- You may request, in writing, a re-test of the above sample at the same or other approved laboratory with ninety (90) days of the date you are notified of the result. You must pay all expenses associated with the re-test.
- Results of controlled substance examinations, medical histories and use of lawful prescription drugs must be kept confidential by the employer.
- You can file a complaint with the N.C. Department of Labor — Wage and Hour Bureau at (919) 807-2796 or 1-800-NC-LABOR if you believe procedural requirements of the CSERA were violated. The Department has no jurisdiction regarding an employer's requirement for controlled substance testing or its decisions regarding results of controlled substance testing.

Employer Representative Printed Name

Representative's Signature

Date



Occupational Health Authorization Form

In efforts to better serve you and minimize the wait time for the patient,
Please fax this form to 252-535-8137 prior to the arrival of your employee.

Patient Name: _____ SSN: _____-_____-_____
Address: _____ Date of Injury: _____
City/State/Zip: _____ (if applicable)
Phone #: _____ DOB: _____
Employer Name: _____ Tax ID (for billing): _____
Contact Person Name: _____ Phone #: _____
Secured Fax: _____
Company Billing Address: _____
Company Phone #: _____

Physical Examination

_____ Pre-employment _____ Annual _____ DOT Physical _____ DOT Recertification
_____ Audiogram _____ Respirator Fit _____ Fit for Duty/Return to Work
_____ TB Skin Test _____ Vision
Other: _____

Drug Screening Information

_____ 5 panel _____ 10 panel _____ Rapid (Instant) _____ Hair
_____ ECU Health Urgent Care Chain of Custody _____ Company's Chain of Custody
Breath Alcohol Testing? _____ Yes _____ No

This authorization form expires on (mm/dd/yyyy): _____

By signing below, you are signifying that you are an authorized person for the above named company
and that all treatment provided by ECU Health Urgent Care will be paid for by the company or the
insurance carrier. Any claim that has not been paid will be subjected to outside collections.

Printed Name: _____ Phone: _____

Signature: _____ Date: _____

CADA COMMUNITY SERVICES BLOCK GRANT (CSBG) PROPOSED 2023-2024 ANTI-POVERTY WORK PLAN REVIEW

On a motion by Com. Gatling and second by Vice-Chair Mitchell, the Board approved the proposed 2023-2024 Anti-Poverty Work Plan as presented by Mrs Pamela Taylor, CADA Manager of Community Services.

COUNTY MANAGER'S REPORT

County Manager Cotton commented as follows: he is requesting that the Board consider approving the FY 2023-2024 Budget Process Overview and Proposed Schedule at the January 17th meeting; received an incomplete update from Bradley Construction for USDA Office Space renovations and that additional quotes will be provided at the January 17th meeting; the renovations are scheduled in February 2023; and \$3.5 Million has been awarded for Economic Development Center secured by Congressman G. K. Butterfield.

BOARD CHAIR'S/CLERK'S REPORT

On behalf of Chairman Lassiter, Clerk Tyler presented the Board Chair's/Clerk's Report noting several upcoming meetings for the month of January and February, announced that the County Industry Video has been released and cited the County Mission as follows:

"To demonstrate a good return for tax dollars by delivering services that exceed the performance standards of the citizens that receive them. To this end, we will strive to create and maintain a work environment that, on balance, motivates Hertford County's workforce to consistently excel in the provision of those services."

Chairman Lassiter concluded placing additional emphasis on the forward movement of the County.

COMMISSIONERS' COMMENTS

In their closing comments, the Commissioners wished everyone in attendance a Happy New Year and a prosperous 2023.

CLOSED SESSION

There were no additional Closed Session items to be discussed.

RECESS MEETING

On a motion by Vice-Chair Mitchell and a second by Com. Horton, the Board recessed to convene the 2023 Planning Work Session at the Government Center Conference Room.

APPROVED: January 17, 2023

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

Dr. Renee Tyler, Clerk to the Board