

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

**Minutes April 15, 2024 – 9:00 AM**

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

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

The following employees attended the meeting: Director Leslie Edwards, Director Kim Turner, Director Felicia Gaskins, PIO KaWania Parker, Director Brenda Brown & DSS Income Maintenance Case Worker employees.

Chairman Andre` M. Lassiter, Sr. called the meeting to order and Pastor Derik Davis, Senior Pastor Winton Baptist Church, Winton provided the Invocation.

**CONSENT AGENDA**

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

- Approval of April 1, 2024 Minutes
- Approval of Proclamation Honoring The Memory of Nettie Celestine Combo Brickers



**A PROCLAMATION  
HONORING THE MEMORY NETTIE CELESTINE COMBO BRICKERS**

**WHEREAS,** Ms. Nettie Celestine Combo Brickers, or "Tine" as she is lovingly known, was born on January 22, 1935 and passed this life on April 10<sup>th</sup> of Hertford County, and

**WHEREAS,** Nettie graduated from C.S. Brown Elementary in Winton, NC. She attended Elizabeth City State University where she studied nursing. She retired from Victory-Faith Home Healthcare in Cofield, NC.

**WHEREAS,** Nettie was the co-owner of the former R. B. Brickers & Co. in Norfolk, VA. She was very active in her church, civically engaged and active in her community. Many people will attest that she was known for speaking her mind. She served at Philippi Missionary Baptist Church as a Deaconess, she served on the kitchen and cemetery committees and participated in the Women's Ministry.

**WHEREAS,** serving on the council for the Town of Cofield. Councilwoman Brickers was instrumental in implementing the water tower in Cofield, the building of the Cofield Community Center and playground; and

**WHEREAS,** she loved her entire family with an unequalled devotion and her legacy of love and family unity will continue to inspire her loved ones and the Hertford County community; and

**NOW, THEREFORE BE IT PROCLAIMED** that the Hertford County Board of Commissioners do hereby honor the memory of and express our deep sympathy to the Combo and Brickers family in the passing of Ms. Nettie Celestine Combo Brickers, and

**NOW, THEREFORE BE IT FURTHER PROCLAIMED,** that the Hertford County Board of Commissioners will retain a copy of this proclamation in Board records and a copy will be given to the family of Ms. Nettie Celestine Combo Brickers for their keeping; and

**IN WITNESS WHEREOF,** I make known to all persons in Hertford County that I do hereby set my hand and cause the Seal of Hertford County to be affixed this 15<sup>th</sup> day of April, two thousand twenty-four.

HERTFORD COUNTY BOARD OF COMMISSIONERS

\_\_\_\_\_  
The Honorable Andre M. Lassiter, Sr., Chairman

ATTEST:

\_\_\_\_\_  
Dr. Renee Tyler, NCCCC- Clerk to the Board

SEAL

- Request Approval of Taxpayer Refund: Patrick Perry

**\$132.91- Patrick K. Perry: Vendor#9492 Refund for payment on tax bill already paid.**

- Request Approval of Resolution: Income Maintenance Caseworkers Week April 22, 2024 - April 26, 2024



**A RESOLUTION  
HONORING INCOME MAINTENANCE CASEWORKERS  
WEEK APRIL 22, 2024 - APRIL 26, 2024**

**WHEREAS,** Income Maintenance Caseworkers play a vital role in ensuring the well-being and financial stability of individuals and families in our communities, tirelessly working to administer programs that provide crucial assistance to those in need; and

**WHEREAS,** Income Maintenance Caseworkers demonstrate exceptional dedication, compassion, and professionalism in their daily duties, often navigating complex regulations and procedures to ensure that eligible individuals receive the assistance they require; and

**WHEREAS,** Income Maintenance Caseworkers consistently go above and beyond to support vulnerable populations, offering guidance, advocacy, and support to help individuals and families access essential resources and services and contribute significantly to the social safety net, promoting economic stability, reducing poverty, and fostering resilience within our communities; and

**WHEREAS,** the commitment and contributions of income maintenance caseworkers deserve recognition and appreciation from policymakers, stakeholders, and the public; and

**NOW, THEREFORE, BE IT RESOLVED** that Hertford County Board of Commissioners hereby declares April 22-26, 2024 as Income Maintenance Caseworkers Week, to honor the dedication, professionalism, and invaluable contributions of income maintenance caseworkers serving individuals and families in need and encourages all members of the community to express gratitude and appreciation for income maintenance caseworkers, recognizing their essential role in promoting economic security and social justice, and

**BE IT FURTHER RESOLVED** that Hertford County Board of Commissioners pledges to continue supporting income maintenance caseworkers by providing necessary resources, training, and recognition to enhance their ability to serve individuals and families with dignity, compassion, and efficiency.

Adopted this the 15<sup>th</sup> day of April, 2024.

ATTEST:

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

\_\_\_\_\_  
Dr. Renee Tyler, NCCCC- Clerk to the Board

(SEAL)

*Build Your Future on Our Foundation*  
115 Justice Drive □ Suite 1 ■ Winton, North Carolina 27986

- Approval of Resolution: Administrative Professionals Day – April 24, 2024



**A RESOLUTION RECOGNIZING ADMINISTRATIVE PROFESSIONALS DAY ON  
APRIL 24, 2024**

**WHEREAS,** Administrative Professionals play a crucial role in the efficient functioning of our organization, offering invaluable support, expertise, and dedication to ensure the seamless execution of our daily operations; and

**WHEREAS,** Administrative Professionals Day, observed on April 24, 2024, provides a special occasion to honor, and appreciate the hard work, professionalism, and contributions of administrative professionals to our workplace; and

**WHEREAS,** Hertford County Board of Commissioners expresses sincere gratitude and appreciation to all Administrative Professionals for their unwavering commitment to excellence and their indispensable role in our organization's success; and

**THEREFORE, BE IT RESOLVED:**

1. Hertford County officially recognizes and celebrates Administrative Professionals Day on April 24, 2024.
2. Hertford County extends heartfelt appreciation and gratitude to all administrative professionals for their dedication, hard work, and exemplary service.
3. Hertford County encourages all members of our organization to take this opportunity to express their appreciation and recognition to administrative professionals for their invaluable contributions.

**BE IT FURTHER RESOLVED**, this resolution shall take effect immediately upon adoption and shall be communicated to all members of the organization.

Adopted this the 15<sup>th</sup> day of April, 2024.

**HERTFORD COUNTY BOARD OF COMMISSIONERS**

ATTEST:

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

\_\_\_\_\_  
Dr. Renee Tyler, NCCCC- Clerk to the Board

(SEAL)

*Build Your Future on Our Foundation*  
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- Approval of Resolution In Support Of Road Improvements Along Intersection Of US13/SR1419 DT Road



**A RESOLUTION  
OF THE HERTFORD COUNTY BOARD OF COMMISSIONERS  
IN SUPPORT OF**

**ROAD IMPROVEMENTS ALONG INTERSECTION OF US13/SR1419 DT ROAD**

The Hertford County Board of Commissioners in Regular Session duly assembled on April 15, 2024, do hereby resolve:

- WHEREAS**, the DT Road area has experienced a growth in construction and population; and,
- WHEREAS**, DT Road, also known as proposed improvements to the intersection of US13/ SR1419 DT Road, in Hertford County, serves numerous households in Hertford County; and,
- WHEREAS**, the condition of the roadway and shoulders creates safety hazards for school busses and emergency vehicles due to width and stability, as well as impedes regular two-way traffic; and

**NOW, THEREFORE**, the Board resolves to request North Carolina Department of Transportation (NCDOT) as follows

1. make necessary improvements to the roadway to make it safer and more passable for regular, school and emergency traffic; and
2. study alternatives for the upgrading of the road in its current classification, and also to undertake a

study of the upgrading of the road's classification with specific attention to any necessary easements and rights of way.

Adopted this the 15<sup>th</sup> day of April, 2024.

HERTFORD COUNTY BOARD OF COMMISSIONERS

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

ATTEST:

\_\_\_\_\_  
Dr. Renee Tyler, NCCCC- Clerk to the Board

(SEAL)

***Build Your Future on Our Foundation***

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

**REQUEST APPROVAL OF AMENDMENT TO HERTFORD COUNTY BUDGET  
ORDINANCE FISCAL YEAR 2023- 2024 BUDGET AMENDMENT #16**

On a motion by Com. Gatling seconded by Com. Leroy Douglas, the Board approved the Amendment to Hertford County Budget Ordinance Fiscal Year 2023- 2024 Budget Amendment #16 in the amount of \$1,070,865 presented by Finance Director Leslie Edwards as attached:

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

BE IT ORDAINED by the Governing Board of the County of Hertford, North Carolina, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2024:

**REVENUE:**

Department	Account Number	Account Description	Amount Increase	Amount Decrease
E-911	110101-415600	911 Board Grant	\$ 74,790	
General Fund	100112-448500	Fund Balance Appropriation	\$ 10,865	
Restricted Revenue	100060-414814	OSBM E911 Equipment Grant	\$ 79,399	
Restricted Revenue	100060-414815	OSBM EMS Equipment Grant	\$ 110,963	
Restricted Revenue	100060-414816	OSBM Sheriff/Detention Grant	\$ 244,848	
Restricted Revenue	100060-414817	OSBM Union Fire Grant	\$ 550,000	
<b>Total Changes in Revenue</b>			<b>\$ 1,070,865</b>	<b>\$ -</b>

<b>Net Change in Revenue</b>	<b>\$1,070,865</b>
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**EXPENDITURE:**

Department	Account Number	Account Description	Amount Increase	Amount Decrease
E-911	114201-532110	Computer Equipment	\$ 74,790	
Special Appropriations	109000-500031	Special Olympics	\$ 2,500	
IT	104370-551005	Capital Outlay-Other Improvements	\$ 8,365	
E-911	104206-554004	OSBM E911 Equipment Grant	\$ 79,399	
EMS	104205-554005	OSBM EMS Equipment Grant	\$ 110,963	
SHERIFF	104180-554006	OSBM Sheriff/Detention Grant	\$ 244,848	
Special Appropriations	109000-554007	OSBM Union Fire Grant	\$ 550,000	
<b>Total Changes in Expenditures</b>			<b>\$ 1,070,865</b>	<b>\$ -</b>

<b>Net Change in Expenditures</b>	<b>\$1,070,865</b>
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**Explanation:**

E-911 - Grant for Cybersecurity Remediation Initiative - 74,790.00  
 Special Appropriation - Additional contribution for Special Olympics \$2,500.00. Approved by BOCC on 04/01/2024.  
 WAVE Courthouse Project - \$8,365.00 Approved by BOCC on 04/01/2024.  
 OSBM Grants - 79,399.00 E-911; 110,963.00 EMS purchase and update equipment; 244,848 Sheriff's office and Detention Center; 550,000 Union Fire Department.

Reidie A. Edwards                      4-10-24  
 Finance Director                              Date

Amendment #                      16  
 Approved:                              \_\_\_\_\_  
 Posted:                                      \_\_\_\_\_

## **PUBLIC COMMENT**

Mr. Kirk Thorne shared with the Board his concern regarding abandoned properties in Winton requesting a response from the Board regarding the County's position with abandoned properties, are there funds available to address the issue, has GIS tax records been updated to include FY 2023-2024. Mr. Thorne said his concern was that the County be able to move forward in a positive manner.

## **RECOGNITION: INCOME MAINTENANCE CASE WORKERS WEEK**

The Board recognized DSS Director Brenda Brown and the Income Maintenance Case Workers and presented the approved Resolution recognizing Income Maintenance Caseworkers Week April 22 – April 26, 2024.

## **INTERIM COUNTY MANAGER'S REPORT: OLD ELECTIONS BUILDING, ENTERPRISE, OLD AHOSKIE ELEMENTARY SCHOOL (AES) PROJECT, ACCESS CHOWAN, ROANOKE ELECTRIC MEMBERSHIP CORPORATION APPLICATION TO DEPT. OF ENERGY LETTER**

Interim County Manager Kevin Patterson reported the following: updated scope of work for the Old Elections building, shared the discussion with the Enterprise representative regarding the County Program, routine maintenance, plan advantages and financing and Enterprise's resell program; Ahoskie Elementary School updates, plan changes, Access Chowan meeting with the

Timmons Group to discuss the Master Plan on April 25<sup>th</sup>, and Roanoke Electric Membership US Dept. of Energy Grant Application to replace existing copper lines with aluminum lines at no cost to the County with meeting with the architect.

Chairman Lassiter and the Commissioners stated they were in favor of the letter of support.

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

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

## **COMMISSIONERS' COMMENTS**

Chairman Lassiter and the Commissioners collectively thanked everyone for attending the Board meeting and thanked Pastor Davis for praying for the Board.

Com. Gatling commented that the Board will recognize Mrs. Jane Futrell at the upcoming Regular Board Meeting for Special Olympics and commented that it was a huge success.

Vice-Chair Horton commented regarding the inadequate fire hydrants in Saint John requested that Manager Patterson provide a report to the Board on the status.

**CLOSED SESSION**

On a motion by Com. Mitchell, seconded by Com. Gatling, the Board approved to go into Closed Session.

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

**ADJOURN MEETING**

On a motion by Vice-Chair Horton, seconded by Com. Mitchell, the Board adjourned the meeting.

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Approved: May 6, 2024

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

Dr. Renee Tyler, Clerk to Board