

**HERTFORD COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING
Hertford County Department of Social Services Training Room #115**

Monday, November 21, 2022 – 7:00 PM

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

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

The following employees attended the meeting: Ms. Komita Hendricks, Human Resource Specialist, KaWania Parker, Mrs. Leslie Edwards, Finance Director, and Ms. Deidra Evans, Office of Aging Director.

Chairman Ronald J. Gatling called the meeting to order and Dr. Roosevelt Askew, Senior Pastor, Mt. Pleasant Baptist Church, Harrellsville, NC provided the Invocation.

CONSENT AGENDA

On a motion by Com. Andre` Lassiter and a second by Com. William F. Mitchell, Jr., the Board approved the Consent Agenda as follows:

* Request Approval of Taxpayer Refund Wells Fargo:

\$4,035.80- Wells Fargo-Vendor #14855 Refund to Wells Fargo for over payment on mortgage accounts. Taxpayers paid before mortgage company paid the bills.

* Request Approval of NCVTS Refunds: Kent Mitchell, Teneka Newsome, and Terry Stockman:



Report Date 11/9/2022 9:08:41 AM

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 3	Refund Type	Bill #	Status	Transaction #	Refund Description	Refund Reason	Create Date	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
MITCHELL, KENT LEE	MITCHELL, KENT LEE		413 HAYES ST W	AHOSKIE, NC 27910	Proration	0080462167	PENDING	260448918	Refund Generated due to proration on Bill #0060462167-2021-2021-0000-00	Vehicle Sold	10/06/2022	G01	Tax	(\$299.53)	\$0.00	(\$299.53)
												C01	Tax	(\$288.83)	\$0.00	(\$288.83)
												C01	Vehicle Fee	\$0.00	\$0.00	\$0.00
															Refund	\$588.36
NEWSOME, TENEKA OYSHA	NEWSOME, TENEKA OYSHA		1737 HWY 45 SOUTH	COFELD, NC 27922	Proration	0065486048	PENDING	87417416	Refund Generated due to proration on Bill #0065486048-2021-2021-0000-01	Tag Surrender	10/27/2022	G01	Tax	(\$96.25)	(\$4.81)	(\$101.06)
STOCKMAN, TERRY JOE	STOCKMAN, TERRY JOE	STOCKMAN, GRETA LEIGH	PO BOX 2215	BREVARD, NC 28712	Proration	0053029683	PENDING	262680141	Refund Generated due to proration on Bill #0053029683-2021-2021-0000-00	Vehicle Sold	10/31/2022	G01	Tax	(\$129.22)	\$0.00	(\$129.22)
												C04	Tax	(\$101.53)	\$0.00	(\$101.53)
												C04	Vehicle Fee	\$0.00	\$0.00	\$0.00
															Refund	\$230.75

REQUEST APPROVAL OF RESOLUTION AUTHORIZING REMOVAL OF CERTAIN PUBLIC RECORD BOOKS KEPT BY THE REGISTER OF DEEDS FOR THE PURPOSE OF REPAIR, RESTORATION AND REBINDING

On a motion by Com. Leroy Douglas and a second by Com. Mitchell, the Board approved the Resolution Authorizing Removal of Certain Public Record Books Kept by the Register of Deeds for the Purpose of Repair, Restoration and Rebinding as presented by Mrs. Melanie Storey, Register of Deeds.

RESOLUTION AUTHORIZING REMOVAL OF CERTAIN PUBLIC RECORD BOOKS KEPT
BY THE REGISTER OF DEEDS FOR THE PURPOSE OF REPAIR, RESTORATION AND
REBINDING

WHEREAS, N.C. Gen. Stat. 132-7 provides that books of public records should be copied or repaired, renovated or rebound if worn, mutilated, damaged or difficult to read; and

WHEREAS, there is identified certain books of public records maintained by the Register of Deeds in need of repair, restoration and rebinding; and

WHEREAS, Kofile Inc. RecordSave is under contract to provide repair, restoration and rebinding of those certain books of public records.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS FOR HERTFORD COUNTY, NORTH CAROLINA, that:

Section 1. The Register of Deeds is authorized to remove or cause to be removed to the care and custody of Kofile Inc. RecordSave, Document Preservation Specialists for repair, restoration and rebinding the following book of public records:

Deaths 1917-1918

Death 1919

Deaths 1920

Deaths 1921

Deaths 1922

Section 2. The book of public records listed in Section 1. of this resolution may remain in the care and custody of Kofile Inc. RecordSave, Document Preservation Specialists for the length of time required to repair, restore or rebind it.

Section 3. This resolution is effective upon its adoption.

Adopted the _____ of November, 2022.

Chair, Board of Commissioners

ATTEST

Clerk to the Board

REQUEST APPROVAL OF THE NC DAAS-732 ARPA PROVIDER SERVICES SUMMARY

On a motion by Com. Mitchell and a second by Com. Douglas, the Board approved the NC DAAS-732 ARPA Provider Services Summary as presented by Ms. Deidre Evans, Office of Aging Director.

PUBLIC COMMENT

No public comment was given.

REQUEST APPROVAL OF AMENDMENT TO HERTFORD COUNTY BUDGET ORDINANCE FISCAL YEAR 2022-2023 AMENDMENT #'S 7 AND 8

On a motion by Com. Lassiter and a second by Com. Douglas, the Board approved the Amendment to Hertford County Budget Ordinance Fiscal Year 2022-2023 Amendment #7 totaling (\$12,000.00) as presented by Mrs. Leslie Edwards, Finance Director, 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:

EXPENDITURE:

Department	Account Number	Account Description	Amount Increase	Amount Decrease
Aging	104380-536004	Senior Comm. Group Direct Support	\$ 12,000	
		Total Changes in Revenue	\$ 12,000	\$ -

Net Change in Revenue	\$12,000
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EXPENDITURE:

Department	Account Number	Account Description	Amount Increase	Amount Decrease
Aging	109900-599101	Contingency		\$ 12,000
		Total Changes in Expenditures	\$ -	\$ 12,000

Net Change in Expenditures	(\$12,000)
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Explanation:

County support for Senior Community Groups, allocation \$1,000.00 per group. 12,000 increase in aging budget.

Hestie A. Edwards 11.14.23
 Finance Director Date

Amendment # 7
 Approved: _____
 Posted: _____

On a motion by Com. Mitchell and a second by Com. Douglas, the Board approved the Amendment to Hertford County Budget Ordinance Fiscal Year 2022-2023 Amendment #8 totaling \$216,054.00 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
EMS	100112-448500	Fund Balance Appropriation	\$ 123,712	
EMS	100100-415500	Insurance Claims and Refunds	\$ 91,842	
Aging	100080-527012	Earmarked Funds	\$ 500	
		Total Changes in Revenue	\$ 216,054	\$ -

Net Change in Revenue	\$216,054
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EXPENDITURE:

Department	Account Number	Account Description	Amount Increase	Amount Decrease
EMS	104205-551003	Capital Outlay - Vehicles	\$ 215,554	
Aging	104380-527000	Earmarked Expense - HDM Ahoskie	\$ 500	
		Total Changes in Expenditures	\$ 216,054	\$ -

Net Change in Expenditures	\$216,054
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Explanation:

EMS - Ambulance totaled in FY 21-22 Insurance originally deemed replacement cost at \$184,000. Funds were moved for purchase in FY 21-22. As of 11/08 insurance is covering full replacement cost of \$214,319. We received an additional check for 91,842. The remaining funds of 123,712 need to be moved from prior year fund balance appropriation.

Aging - Donation received from Walls Family Charitable Fund 500.00 for home delivered meals.

Leslie A. Edwards 11.14.22
 Finance Director Date

Amendment # 8
 Approved: _____
 Posted: _____

REQUEST CONSIDERATION OF FORECLOSED BID PROPOSAL AND ADVERTISING FOR PIN # 5993-70-4927 (102 HOLLOWAN AVENUE, AHOSKIE)

On a motion by Com. Douglas and a second by Com. Mitchell, the Board declined the Foreclosed Bid Proposal in the amount of \$560.00 and Advertising for PIN #5993-70-4927 (102 Holloman Avenue, Ahoskie) as presented by Attorney Charles Revelle, County Attorney.

REQUEST APPROVAL OF LOBBYIST SERVICE AGREEMENT BETWEEN HERTFORD COUNTY AND WOLFESTEIN, LLC

On a motion by Com. Mitchell and a second by Com. Douglas, the Board approved the Lobbyist Service Agreement Between Hertford County and WolfeStein, LLC to commence February 1, 2023 and terminate on December 31, 2024 as presented by Manager Cotton.

PRESENTATION OF A PECAN PICKLING SHORT FILM FESTIVAL 2023

Mrs. Patricia Ferguson presented the First Annual Pecan Pickling Short Film Festival 2023 to the Board. She shared the following: the festival is scheduled for September 8 - 10, 2023; the festival will host some of the most creative films by promising Local, State, and National filmmakers; the three-day event will showcase films of all lengths and genres from both established and emerging artist from rural and urban centers as well; the festival creates an environment that is welcoming for new emerging film makers and creatives to produce compelling short films (five minutes under 45 minutes) to include documentaries, animation and hybrids, that explore the role of prayer in untold stories and that Heritage Talent is a bi-coastal local film, tv and billboard company co-founded by her and inspired by her sons; and she is asking the Board to establish a commission in Hertford County together with the neighboring communities.

After a brief discussion, the Board recommended that Mrs. Ferguson provide a template of an existing commission for the Board to review for their consideration. Mrs. Ferguson acknowledged she would provide samples for the Board.

REQUEST APPROVAL OF SHERIFF BOND CONTINUATION CERTIFICATE

On a motion by Com. Douglas and a second by Com. Mitchell, the Board approved the Sheriff Bond Continuation Certificate in the amount of \$25,000.00 with Western Surety Company as presented by Sheriff Dexter Hayes.

COUNTY MANAGER'S COMMENTS

Manager Cotton wished everyone present a Happy Thanksgiving and to travel safely during the holiday.

COMMISSIONERS' COMMENTS

The Commissioners' commented as follows:

Chairman Gatling commented wishing everyone a happy Thanksgiving and encouraged everyone to enjoy the time with their families.

Com. Douglas and Com. Mitchell commented that it was good to see everyone at the meeting, to enjoy their families during the holiday and to stay safe.

Com. Lassiter commented thanking the Department Directors for attending the meeting and wished everyone a happy Thanksgiving.

The Board welcomed Ms. Kawania Parker to Local Government. Ms. Parker provided a brief update of the County Twitter account, ongoing updates being provided on Facebook, as well as the County Newsletter.

CLOSED SESSION

On a motion by Com. Mitchell and second by Com. Douglas, the Board unanimously approved to move to Closed Session to consult with the County Attorney.

Minutes of Closed Session are on file in the Office of the Clerk to the Board.

On a motion by Com. Lassiter and second by Com. Douglas, the Board approved to return to Regular Session.

On a motion by Com. Douglas and a second by Vice-Chair Horton, the Board approved to gift full-time employees with a bonus of \$1,000.00 and part-time employees a bonus of \$500.00.

ADJOURN MEETING

On a motion by Com. Lassiter and a second by Com. Mitchell, the Board voted unanimously to adjourn the meeting.

Approved: January 3, 2023

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

Dr. Renee Tyler, Clerk to Board