

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

Monday, April 3, 2023 - 9:00 AM

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 Tyler, Clerk to the Board, Attorney Charles L. Revelle, III, County Attorney
Attorney Maria Jones, Revelle & Lee

The following employees attended the meeting: Dept. of Social Services Director Brenda Brown, HR Director Kimberly Turner, Finance Director Leslie Edwards, Economic Development Director Kelly Bowers, Public Information Officer Ka`Wania Parker, Office of Aging Director Diedre Evans, E-911 Director Mrs. Felicia Gaston, Demarcus Thompson, and Komita Hendricks, HR Specialist.

Chairman Andre` M. Lassiter, Sr. called the meeting to order and Bishop Taunya Marie Queen Melendez, Pastor of Well of Life Kingdom Ministries, Ahoskie provided the Invocation.


CONSENT AGENDA

On a motion by Com. Ronald J. Gatling and a second by Com. Leroy Douglas, the Board approved the Consent Agenda as follows:

- Approval of February 20, 2023, and March 20, 2023, Minutes
- Approval of February 2023 Taxpayer's Refund to Faye L. Liverman

\$380.00- Faye L. Liverman Vendor #900257 - Refund for over charge on solid waste fees (charged twice in error).

- Approval of NCVTS Hunter Thomas Bracy, Joseph Nicholas Moore, and Timothy Vernon Wadsworth

 <div> North Carolina Vehicle Tax System NCVTS Pending Refund Report Report Date: 3/18/2023 </div>															
Payee Name	Primary Owner	Address 1	Address 2	Refund Type	Bill #	Status	Transaction #	Refund Description	Refund Reason	Create Date	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
BRACY, HUNTER THOMAS	BRACY, HUNTER THOMAS	432-B U 158 W	AHOSKE, NC 27910	Promotion	0066515350	PENDING	8995586	Refund Generated due to promotion on Bill #0066515350-2021-2021-0000-01	Tag Surrender	03/02/2023	G01	Tax	(\$182.70)	\$0.00	(\$182.70)
														Refund	\$182.70
MOORE, JOSEPH NICHOLAS	MOORE, JOSEPH NICHOLAS	403 E HIGH ST	MURFREESBORO, NC 27855	Promotion	0067020797	PENDING	270691358	Refund Generated due to promotion on Bill #0067020797-2021-2021-0000-00	Vehicle Sold	02/09/2023	G01	Tax	(\$86.79)	\$0.00	(\$86.79)
											C04	Tax	(\$68.20)	\$0.00	(\$68.20)
											C04	Vehicle Fee	\$0.00	\$0.00	\$0.00
														Refund	\$154.99
WADSWORTH, TIMOTHY VERNON	WADSWORTH, TIMOTHY VERNON	201 HOLLOW ELL RD	AULANDER, NC 27805	Promotion	0064060510	PENDING	8995581	Refund Generated due to promotion on Bill #0064060510-2021-2021-0000-00	Vehicle Sold	02/02/2023	G01	Tax	(\$1181)	\$0.00	(\$1181)
														Refund	\$1181
														Refund Total	\$868.12

Human Resources/Risk Management: New Hire Report, Vacancy Report, Exit Interview Report, Drug/Alcohol Testing Contracts

Ms. Kimberly Turner presented the following to the Board:

Hertford County Personnel Report

April 2023

Employees Hired	PT/FT	Department
Jalayah Brockington	FT	E911
Omoni Harris	PT	E911
Alonge Graham	FT	Tax Assessor
Letitia Cunningham	FT	Detention Center
Tamecia Eason	PT	Detention Center

The Board welcomed the new employees to Local Government.

HERTFORD COUNTY VACANCIES REPORT

March 2023

Department	Position	Date Vacancy Occurred	PT/FT	Total Vacancies
EMS	EMT-P	3/11/2023	FT	9
E-911	Dispatcher	3/2/2023	FT	3
E-911	Dispatcher	3/13/2023	FT	4
Sheriff	Chief Deputy	3/31/2023	FT	2
Detention Center	Detention Officer	3/20/2023	FT	7
Tax Assessor	Clerk	3/22/2023	FT	2

the RCCC students stating that there were some things the Board could not do but there are stakeholders who can.

**REQUEST CONSIDERATION OF PROCLAMATION PROCLAIMING APRIL 22, 2023,
MT. SINAI CHURCH OF GOD COMMUNITY DAY**

On a motion by Com. Douglas and a second by Com. Gatling, the Board adopted the Proclamation Proclaiming April 22, 2023 as the Mt. Sinai Church of God Community Day as presented by County Manager David B. Cotton.



**A PROCLAMATION
PROCLAIMING APRIL 22nd, 2023 AS
THE MT. SINAI CHURCH OF GOD ANNUAL COMMUNITY DAY EVENT**

WHEREAS, In April 2019, Bishop Arthur Clark, Senior Pastor/Founder of Mt. Sinai Church of God and Ms. Brenda Clark, Community Day Event Coordinator and the Mt. Sinai Church of God family in keeping with its tradition of providing service to others held its first Community Day Event in Murfreesboro, North Carolina;

WHEREAS, community events connect community organizations, schools, youth, young adults, families, and people from all walks of life, we believe that it takes collective effort to protect a community, this Community Day event will be a day full of fun activities for families of all walks of life; and

WHEREAS, doing their part in leading the change, various stakeholders will partner together with the Mt. Sinai Church of God in conversations focusing on minimizing gun violence and crime prevention, along with university and military recruiters, financial advisors, and others sharing information to improve and benefit the lives of all ages; and

WHEREAS, the Hertford County Board of Commissioners join with Bishop Clark and Mt. Sinai Church of God, making a visible statement that we strongly believe it is our responsibility to serve, connect and celebrate our community; and

NOW, THEREFORE, BE IT RESOLVED that April 22nd, 2023 is hereby proclaimed as *the Mt. Sinai Church of God's Community Day Event in Hertford County*, and urge the citizens of Hertford County to participate to promote the importance of community, not only on this day, but throughout the year, and

BE IT FURTHER RESOLVED that the Hertford County Board of Commissioners will retain a copy of this Proclamation in Board records and a copy will be given to Mt. Sinai Church of God for their keeping.

IN WITNESS WHEREOF, we make known to all persons in Hertford County that we do hereby set our hand and cause the Seal of Hertford County to be affixed this the 3rd day of April, two thousand twenty-three.

Hertford County Board of Commissioners

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

William F. Mitchell, Jr., Vice-Chairman

Leroy Douglas, II

Ronald J. Gatling

John D. Horton

ATTEST

Dr. Renee Tyler, NCCC/Clerk to the Board

Total Departmental Vacancies

<u>Department</u>	<u>FT Vacancies</u>
Administration	1
Soil Conservation	1

Ms. Turner also presented the County Exit Interview document and Drug/Alcohol Testing contracts for consideration from ECU Health Medical Group D/B/A ECU Health Urgent Care Roanoke Rapids and Aulander Medical Practice, PA,

On a motion by Com. Gatling and a second by Com. Douglas, the Board approved the contracts for ECU Health Medical Group D/B/A ECU Health Urgent Care Roanoke Rapids and Aulander Medical Practice, PA as presented by Ms. Turner.

RECOGNITION OF HERTFORD COUNTY HIGH SCHOOL, CS BROWN STEM HIGH SCHOOL, AND ROANOKE CHOWAN COMMUNITY COLLEGE CIVIC/SOCIAL STUDENTS

Chairman Lassiter and the Board recognized the following students and faculty for attending the meeting as follows:

CS Brown High School STEM: students and the following faculty: Ms. Dana Kinlaw, Teacher and Mrs. Linda Walden, Teacher Assistant.

Hertford County High School: students and the following faculty: Ms. Ronica Watford, Principal, Ms. Sylvia Anthony, and Mr. Randy Beale.

Roanoke Chowan Community College: students Benjamin Stokley, President Murray Williams, Dr. LaToya Wiley, Vice President, Administrative & Fiscal Services, Mr. Dwayne Ponton, Instructor and Mr. Michael Jefferson, Instructor. Benjamin presented suggestions on behalf of their peers on how the Board can help improve the police and community relations within Hertford County. Suggestions included: police could improve policy and community relations by making the community safe, host public forums, at local schools and the community college and communicate with students to ensure the students' concerns are being heard and make the community feel comfortable talking to them. Stokley also suggested that the Board could encourage the law enforcement to build positive relationships in the community.

Early College High School: students, Mrs. Lyndsey Britt, Principal, and Mr. Michael Kinkead teacher.

Chairman Lassiter and the Commissioners encouraged and thanked the 60+ students and faculty for attending the Board meeting, encouraged the students to apply for the 2023 Hertford County Commissioners' Scholarship which will be awarded to 10 Hertford County high school graduating seniors and noted that the Commissioners take to heart the presentation provided by

**REQUEST APPROVAL OF AMENDMENT TO HERTFORD COUNTY BUDGET
ORDINANCE FISCAL YEAR -2023 BUDGET AMENDMENT # 18**

After a brief discussion between Mrs. Leslie Edwards and members of the Board, on a motion by Vice-Chairman Mitchell and a second by Com. John D. Horton, the Board approved the Amendment to the Hertford County Budget Ordinance FY 2023 Budget Amendment #18 in the amount of \$7,500.00 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
Sheriff	100060-414877	Earmarked Sheriff (Restricted)	\$ 7,500	
Total Changes in Revenue			\$ 7,500	\$ -

Net Change in Revenue	\$7,500
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EXPENDITURE:

Department	Account Number	Account Description	Amount Increase	Amount Decrease
Sheriff	104180-551002	Capital Outlay Equipment	\$ 7,500	
Total Changes in Expenditures			\$ 7,500	\$ -

Net Change in Expenditures	\$7,500
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Explanation:

Grant funds received from AKC Adopt a K-9 to purchase a new K-9 Officer.

Willie A. Edwards 3-27-23
Finance Director Date

Amendment # 18
Approved: _____
Posted: _____

**REQUEST CONSIDERATION OF PROCLAMATION FOR NATIONAL
TELECOMMUNICATOR'S WEEK APRIL 9 – 15, 2023**

On a motion by Vice-Chairman Mitchell and a second by Com. Douglas the Board approved the Proclamation for National Telecommunicator's Week April 9 – 15, 2023 as presented by Mrs. Felicia Gaskins, E-911 Director, as follows:



**PROCLAMATION
National Telecommunicator's Week
April 9th – 15th, 2023**

WHEREAS, emergencies can occur at any time that require an emergency response by law enforcement, fire, and or emergency medical services; and

WHEREAS, when an emergency occurs the prompt response of emergency personnel is critical to the protection of life and the preservation of property; and,

WHEREAS, the safety of these responders is dependent upon the quality and accuracy of information obtained from callers who call the Hertford County E-911 Communication Center; and,

WHEREAS, 911 Telecommunicators are the unseen hero's who are never seen in the face of tragedy but always heard. They are the first and perhaps the most critical point of contact our citizens have with emergency services, and;

WHEREAS, Public Safety Communication Dispatchers with Hertford County E-911 have dedicated a substantial amount of time away from their families during holidays, birthdays and special events to ensure the safety of all throughout our county. The work that these individuals do goes often times unnoticed but a lot of times contribute to the apprehension of criminals, treatment of patients and suppression of fires, and,

WHEREAS, public safety telecommunicators answer each line uncertain what situation awaits on the other end.

WHEREAS, enduring the unfortunate burdens of long hours worked that produce potential stress and burnout each public safety telecommunicator remains capable of exhibiting compassion, understanding, and professionalism during the performance of his or her duties; and,

NOW, THEREFORE, the Hertford County Board of Commissioners does hereby proclaim the week of April 9-15,2023 to be National Telecommunicators Week in Hertford County to recognize and support the dedicated employees at Hertford County E-911 who exemplify the county's essential core values daily in keeping our county and citizens safe.

Dated this 3rd day of April 2023

André Lassiter, Chairman

ATTEST:

Tyler

Hertford County
Board of Commissioners

Dr. Renee
Clerk of the Board

COUNTY MANAGER'S REPORT

Manager Cotton report included the following presentations:

Mr. Dylan Lilley, County Extension Director & Agriculture Agent, introduced Ms. Vicki Wiggins, 4-H Agent, who presented a detailed account of the last six months in the County 4-H Program. He followed up highlighting the educational instruction, programing efforts, On-Farm Research Trials, overall AG Economic Impact as well as introducing the new Family & Consumer Science Agent, Ms. Qu'Asia Wilson.

Chairman Lassiter encouraged Ms. Wiggins to connect with the 60 students to connect them with the 4-H Program.

Com. Gatling encouraged Ms. Wiggins to connect with every school in the County regarding the programs offered by Shaw University and NC A & T University, NC Central University,

Ms. Kimberly Turner, HR Department Director provided a PowerPoint presentation detailing training opportunities completed, interviews, meetings, report of County retirements, policies, unemployment, leave processing status, risk management processes, personnel statistics, departmental budget update as well as special projects implemented in the department.

Manager Cotton also commented that plans for the Annual Easter Event on April 8th 2:00 PM – 4:00 PM and that Ka'Wania Parker and Mrs. Gaskins are doing a great job leading this event scheduled on the Justice Drive grounds, the audio visual and hardware installation should commence in late April early May and the live by mid-May; USDA has an eight week renovation window (finishing by mid-May); Peachtree Lane Infrastructure late April with a two to three week construction window to be finished by mid-May; and shared the contractor should have an evaluation of the old AES building in May 2023.

Chairman Lassiter reminded Manager Cotton to obtain the economic impact study.

BOARD CHAIR'S/CLERK'S REPORT

Clerk Tyler provided calendar updates for April and announced additional reminders and the County Mission Statement.

On a motion by Com. Gatling and a second by Com. Horton, the Board unanimously approved to convene as the Board of Equalization and Review.

CONVENING AS THE BOARD OF EQUALIZATION & REVIEW

After Ms. Crystal Askew, Clerk to the Board of Equalization and Review, announced that there were no appeals at this time, on a motion by Com. Gatling and a second by Com. Douglas, the Board of Equalization and Review recessed until May 1, 2023, at 10:00 AM.

On a motion by Com. Gatling and second by Com. Douglas, the Board unanimously agreed to recess the Board of Equalization and Review until Monday, May 1, 2023, at 10:00 AM.

On a motion by Com. Gatling and second by Vice-Chairman Mitchell, the Board returned to the Regular meeting.

COMMISSIONERS' COMMENTS

Chairman Lassiter and the Commissioners commented thanking everyone for attending the meeting, complementing the students for how they carried themselves during the meeting representing the school and their parents well, thanked the faculty and staff for their dedication to educating students and equally to their assignments, encouraged the students to get involved in the County recreational efforts (i.e., flag football and other offerings), and for them to not allow negativity to cloud their positive outlook on life.

CLOSED SESSION

On a motion by Vice-Chair Mitchell and a second by Com. Douglas, the Board unanimously approved to move to Closed Session as allowed under NCGS § 143-318.11(a)(3) to consult with the County Attorney.

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

On a motion by Com. Gatling and second by Com. Horton the Board unanimously approved to return to Regular Session.

RECESS MEETING

On a motion by Com. Gatling and second by Com. Horton, the Board unanimously approved to recess the Regular Meeting to move to the Called Business and Industry Roundtable in the Hertford County Department of social Services Conference Room, 704 N. King Street, Winton, NC.