

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

Minutes May 6, 2024 – 9:00 AM

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

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

The following employees attended the meeting: Director Leslie Edwards, Director Felicia Gaskins, Inga Miner, PIO KaWania Parker, Director Brenda Brown, and Sheriff Dexter Hayes, Becky Costello, Admin. Asst., Komita Hendricks/HR.

Chairman Andre` M. Lassiter, Sr. called the meeting to order and Bishop Arthur Clark, Founder/Senior Pastor, Mount Sinai Church of God, Inc., Murfreesboro, NC provided 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 15, 2024 Minutes
- Approval of Resolution: Designation of Applicant's Agent for Dominion Energy Bric Grant as follows:

RESOLUTION
DESIGNATION OF APPLICANT'S AGENT
 North Carolina Division of Emergency Management

Organization Name (hereafter named Organization) Hertford County	Disaster Number:
Applicant's State Cognizant Agency for Single Audit purposes (If Cognizant Agency is not assigned, please indicate): Not Assigned	
Applicant's Fiscal Year (FY) Start 2025 Month: Oct Day: 1st	
Applicant's Federal Employer's Identification Number 56 - 6001523	
Applicant's Federal Information Processing Standards (FIPS) Number 37 - 091	

PRIMARY AGENT	SECONDARY AGENT
Agent's Name Kevin Patterson	Agent's Name Leslie Edwards
Organization Hertford County	Organization Hertford County
Official Position County Manager	Official Position Finance Director
Mailing Address 115 Justice Drive Suite 1	Mailing Address 115 Justice Drive Suite 1
City, State, Zip Winton, NC 27986	City, State, Zip Winton, NC 27986
Daytime Telephone (252) 358-7805	Daytime Telephone (252) 358-7805
Facsimile Number (252) 358-7805	Facsimile Number (252) 358-0198
Pager or Cellular Number	Pager or Cellular Number

BE IT RESOLVED BY the governing body of the Organization (a public entity duly organized under the laws of the State of North Carolina) that the above-named Primary and Secondary Agents are hereby authorized to execute and file applications for federal and/or state assistance on behalf of the Organization for the purpose of obtaining certain state and federal financial assistance under the Robert T. Stafford Disaster Relief & Emergency Assistance Act, (Public Law 93-288 as amended) or as otherwise available. BE IT FURTHER RESOLVED that the above-named agents are authorized to represent and act for the Organization in all dealings with the State of North Carolina and the Federal Emergency Management Agency for all matters pertaining to such disaster assistance required by the grant agreements and the assurances printed on the reverse side hereof. BE IT FINALLY RESOLVED THAT the above-named agents are authorized to act severally. PASSED AND APPROVED this day of , 20 .

GOVERNING BODY	CERTIFYING OFFICIAL
Name and Title Kevin Patterson, County Manager	Name Dr. Renee Tyler,
Name and Title	Official Position Clerk to the Board
Name and Title	Daytime Telephone (252) 358-7823

CERTIFICATION

I, Dr. Renee Tyler, (Name) duly appointed and Clerk to the Board (Title) of the Governing Body, do hereby certify that the above is a true and correct copy of a resolution passed and approved by the Governing Body of Hertford County (Organization) on the 20 day of November, 2023.

Date: _____ Signature: _____

Rev. 06/02

APPLICANT ASSURANCES

The applicant hereby assures and certifies that it will comply with the FEMA regulations, policies, guidelines and requirements including OMB's Circulars No. A-95 and A-102, and FMC 74-4, as they relate to the application, acceptance and use of Federal funds for this Federally assisted project. Also, the Applicant gives assurance and certifies with respect to and as a condition for the grant that:

1. It possesses legal authority to apply for the grant, and to finance and construct the proposed facilities; that a resolution, motion or similar action has been duly adopted or passed as an official act of the applicant's governing body, authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required.
2. It will comply with the provisions of Executive Order 11988, relating to Floodplain Management and Executive Order 11990, relating to Protection of Wetlands.
3. It will have sufficient funds available to meet the non-Federal share of the cost for construction projects. Sufficient funds will be available when construction is completed to assure effective operation and maintenance of the facility for the purpose constructed.
4. It will not enter into a construction contract(s) for the project or undertake other activities until the conditions of the grant program(s) have been met.
5. It will provide and maintain competent and adequate architectural engineering supervision and inspection at the construction site to insure that the completed work conforms with the approved plans and specifications; that it will furnish progress reports and such other information as the Federal grantor agency may need.
6. It will operate and maintain the facility in accordance with the minimum standards as may be required or prescribed by the applicable Federal, State and local agencies for the maintenance and operation of such facilities.
7. It will give the grantor agency and the Comptroller General, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the grant.
8. It will require the facility to be designed to comply with the "American Standard Specifications for Making Buildings and Facilities Accessible to, and Usable by the Physically Handicapped," Number A117.1-1961, as modified (41 CFR 101-17-7031). The applicant will be responsible for conducting inspections to insure compliance with these specifications by the contractor.
9. It will cause work on the project to be commenced within a reasonable time after receipt of notification from the approving Federal agency that funds have been approved and will see that work on the project will be prosecuted to completion with reasonable diligence.
10. It will not dispose of or encumber its title or other interests in the site and facilities during the period of Federal interest or while the Government holds bonds, whichever is the longer.
11. It agrees to comply with Section 311, P.L. 93-288 and with Title VI of the Civil Rights Act of 1964 (P.L. 83-352) and in accordance with Title VI of the Act, no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the applicant receives Federal financial assistance and will immediately take any measures necessary to effectuate this agreement. If any real property or structure is provided or improved with the aid of Federal financial assistance extended to the Applicant, this assurance shall obligate the Applicant, or in the case of any transfer of such property, any transferee, for the period during which the real property or structure is used for a purpose for which the Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits.
12. It will establish safeguards to prohibit employees from using their positions for a purpose that is or gives the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business, or other ties.
13. It will comply with the requirements of Title II and Title III of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (P.L. 91-646) which provides for fair and equitable treatment of persons displaced as a result of Federal and Federally assisted programs.
14. It will comply with all requirements imposed by the Federal grantor agency concerning special requirements of law, program requirements, and other administrative requirements approved in accordance with OMB Circular A-102, P.L. 93-288 as amended, and applicable Federal Regulations.
15. It will comply with the provisions of the Hatch Act which limit the political activity of employees.
16. It will comply with the minimum wage and maximum hours provisions of the Federal Fair Labor Standards Act, as they apply to hospital and educational institution employees of State and local governments.
17. (To the best of his/her knowledge and belief) the disaster relief work described on each Federal Emergency Management Agency (FEMA) Project Application for which Federal Financial assistance is requested is eligible in accordance with the criteria contained in 44 Code of Federal Regulations, Part 206, and applicable FEMA Handbooks.
18. The emergency or disaster relief work therein described for which Federal Assistance is requested hereunder does not or will not duplicate benefits received for the same loss from another source.
19. It will (1) provide without cost to the United States all lands, easements and rights-of-way necessary for accomplishments of the approved work; (2) hold and save the United States free from damages due to the approved work or Federal funding.
20. This assurance is given in consideration of and for the purpose of obtaining any and all Federal grants, loans, reimbursements, advances, contracts, property, discounts of other Federal financial assistance extended after the date hereof to the Applicant by FEMA, that such Federal Financial assistance will be extended in reliance on the representations and agreements made in this assurance and that the United States shall have the right to seek judicial enforcement of this assurance. This assurance is binding on the applicant, its successors, transferees, and assignees, and the person or persons whose signatures appear on the reverse as authorized to sign this assurance on behalf of the applicant.
21. It will comply with the flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973, Public Law 93-234, 87 Stat. 975, approved December 31, 1973. Section 102(a) requires, on and after March 2, 1975, the purchase of flood insurance in communities where such insurance is available as a condition for the receipt of any Federal financial assistance for construction or acquisition purposes for use in any area that has been identified by the Director, Federal Emergency Management Agency as an area having special flood hazards. The phrase "Federal financial assistance" includes any form of loan, grant, guaranty, insurance payment, rebate, subsidy, disaster assistance loan or grant, or any other form of direct or indirect Federal assistance.
22. It will comply with the insurance requirements of Section 314, PL 93-288, to obtain and maintain any other insurance as may be reasonable, adequate, and necessary to protect against further loss to any property which was replaced, restored, repaired, or constructed with this assistance.
23. It will defer funding of any projects involving flexible funding until FEMA makes a favorable environmental clearance, if this is required.
24. It will assist the Federal grantor agency in its compliance with Section 106 of the National Historic Preservation Act of 1966, as amended, (16 U.S.C. 470), Executive Order 11593, and the Archeological and Historic Preservation Act of 1966 (16 U.S.C. 469a-1 et seq.) by (a) consulting with the State Historic Preservation Officer on the conduct of investigations, as necessary, to identify properties listed in or eligible for inclusion in the National Register of Historic places that are subject to adverse effects (see 36 CFR Part 800.8) by the activity, and notifying the Federal grantor agency of the existence of any such properties, and by (b) complying with all requirements established by the Federal grantor agency to avoid or mitigate adverse effects upon such properties.
25. It will, for any repairs or construction financed herewith, comply with applicable standards of safety, decency and sanitation and in conformity with applicable codes, specifications and standards; and, will evaluate the natural hazards in areas in which the proceeds of the grant or loan are to be used and take appropriate action to mitigate such hazards, including safe land use and construction practices.

STATE ASSURANCES

The State agrees to take any necessary action within State capabilities to require compliance with these assurances and agreements by the applicant or to assume responsibility to the Federal government for any deficiencies not resolved to the satisfaction of the Regional Director.

Approval of Resolution Honoring the Memory of Lillian Viola Wynn Watford



BOARD OF COMMISSIONERS

Mr. André Lassiter, Chairman
Mr. John D. Horton, Vice-Chairman
Mr. Leroy Douglas

Mr. Ronald J. Gatling
Mr. William F. Mitchell, Jr.

A RESOLUTION HONORING THE MEMORY LILLIAN VIOLA WYNN WATFORD

- WHEREAS,** Ms. Lillian Viola Wynn Watford was born on December 17, 1924, and passed this life on April 27, 2024 of Hertford County; and
- WHEREAS,** Ms. Watford graduated from C.S. Brown Elementary in Winton, NC. She was employed with Alamac Knitting Company and West Pointe Pepperell Company in Ahoskie for 20 years; and
- WHEREAS,** she was very active in her church, New Holy Grove Missionary Baptist Church, where she was the oldest member. She served 76 years as Deacon and Deaconess, and various capacities to include Church Clerk, Sunday School Teacher, five years as Pastors Aid President, 10 years as Chairperson for Women's Day programs; and
- WHEREAS,** Ms. Lillian was civically engaged as a poll worker in Harrellsville, North Carolina and leader of conference calls encouraging citizens to vote. Many people will attest that she was known for being friendly, a talker and a great communicator, she loved to cook for everyone was affectionately called "Ma Lillian". She was also well known in the community as she co-labored with her husband the late, Mervin Taylor Watford, opening up their two-story home to seven families in their time of need; and
- WHEREAS,** Ms. Watford 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 RESOLVED that the Hertford County Board of Commissioners do hereby honor the memory of and express our deep sympathy to the Watford and Wynn family in the passing of Ms. Lillian Viola Wynn Watford and will retain a copy of this resolution in Board records and a copy will be given to the family of Ms. Lillian Viola Wynn Watford 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 6th day of May, 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

- Resolution In Support of Guardrail Improvements Along NC Highway 11 in Hertford County:



BOARD OF COMMISSIONERS

Mr. André Lassiter, Chairman
 Mr. John D. Horton, Vice-Chairman
 Mr. Leroy Douglas

Mr. Ronald J. Gatling
 Mr. William F. Mitchell, Jr.

**A RESOLUTION
 OF THE HERTFORD COUNTY BOARD OF COMMISSIONERS
 IN SUPPORT OF
 GUARDRAIL IMPROVEMENTS ALONG NC HIGHWAY 11 IN HERTFORD COUNTY**

The Hertford County Board of Commissioners in Regular Session duly assembled on May 6, 2024, do hereby resolve:
WHEREAS, the guardrail end units along both sides of NC Highway 11, between Murfreesboro and the Bertie County line, are in need of upgrading to meet current safety standards.

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

1. To make upgrades and replacement of guardrail end units, and guardrails where necessary, to bring all guardrails along NC Highway 11, between Murfreesboro and the Bertie County line, up to current safety standards.

Adopted this the 6th day of May, 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
 Office 252.358.7805 ■ Facsimile 252.358.0198 ■ www.HertfordCountyNC.gov

INTRODUCTION OF NEW HIRES FOR APRIL 2024

Ms. Komita Hendricks, Human Resource Specialist, presented the April 2024 New Hires as follows:

Tekeisha Lee	FT	DSS	IMC II
Dalijah Lister	FT	DSS	IMC I/ Work Against
Takeisha Langford	FT	DSS	IMC I/ Work Against
Ronald Hoyt	FT	Detention Center	Detention Officer
Margaret Watson	PT	Detention Center	Detention Officer
Shannon Nygaard	PT	EMS	EMS-Basic
Jessica Brunetti	FT	E911	Dispatcher
Dayshia Cowan	FT	E911	Dispatcher

Chairman Lassiter and the Commissioners welcomed the new employees and encouraged them on their employment journey with Local Government.

HC COMMISSIONERS' SCHOLARSHIP UPDATE

Dr. Renee Tyler, Clerk to the Board, provided an update of the Hertford County Commissioners' Scholarship reporting that at the close of the business day of the May 1, 2024 application submission deadline, representation from Ahoskie Christian School, C. S. brown – STEM, Early College High School, Gates County Senior High (Hertford County Resident), Hertford County High and Ridgcroft, received 31 applications and only one was ineligible.

RECOGNITION: JANE FUTRELL (SPECIAL OLYMPICS)

The Board recognized Mrs. Jane Futrell for the coordination of the Annual Local Government/HCPs Special Olympics, thanked her for her commitment to the County and successful outcome of the program and its activities.

Mrs. Futrell thanked the board for their time and support of her and the Annual Special Olympics Program.

2024 NC GOVERNOR'S VOLUNTEER AWARDS

Ms. Rebecca Castello presented the NC 2024 Governors Volunteer Award as follows:

- Jason Howell for 33 outstanding years of service to the Com. Volunteer Fire Department as Chief since 2004
- David Simons – for outstanding service to the Hertford Soil and Water Conservation District and Northeast Watershed Board and as the District Supervisor since April of 2004.

Chairman Lassiter and the Board thanked Mr. Howell and Mr. Simons for their long productive years of volunteer service to the County.

REQUEST APPROVAL OF AMENDMENT TO HERTFORD COUNTY BUDGET ORDINANCE FISCAL YEAR 2023-2024 BUDGET AMENDMENT #17

On a motion by Com. Gatling, seconded by Vice-Chair Horton, the Board approved the Amendment to the Hertford County Budget Ordinance FY 2023-2024 Budget Amendment # 17 in the amount of \$4,916.385 as presented by Finance Director Ms. Leslie Edwards.

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
Economic Development	100060-413415	Rural Transformation Grant	\$ 49,999	
Economic Development	100060-413415	Rural Transformation Grant	\$ 725,000	
Economic Development	100060-414813	VW Grant	\$ 4,141,386	
		Total Changes in Revenue	\$ 4,916,385	\$ -

Net Change in Revenue	\$4,916,385
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EXPENDITURE:

Department	Account Number	Account Description	Amount Increase	Amount Decrease
Economic Development	104240-527030	Rural Transformation Grant	\$ 49,999	
Economic Development	104240-527030	Rural Transformation Grant	\$ 725,000	
Economic Development	104240-527029	VW Grant	\$ 4,141,386	
		Total Changes in Expenditures	\$ 4,916,385	\$ -

Net Change in Expenditures	\$4,916,385
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Explanation:

Economic Development - Rural Transformation Grant for the Access Chowan Grant 725,000 and 49,999.
 Economic Development - VW Grant 4,141,386.00

Restie A. Edwards 5-01-24
 Finance Director Date

Amendment # 17
 Approved: _____
 Posted: _____

HERTFORD COUNTY HIGH SCHOOL JROTC REQUEST FOR APPROVAL OF COUNTY FUNDING PLAN

On a motion by Com. Douglas, seconded by Com. Gatling, the Board approved the \$500 request for County Funding for the Hertford County High School JROTC to attend JROTC Cadet Leadership Camp Summer Camp as presented by CW3® US Army Senior Instructor Randy Cherry.

PRESENTATION OF HERTFORD COUNTY JUVENILE CRIME PREVENTION COUNCIL EXECUTIVE SUMMARY AND REQUEST FOR APPROVAL OF THE FY 2024-2025 JCPC CERTIFICATION PLAN

After the Juvenile Crime Prevention (JCPS) executive summary, on a motion by Com. Douglas, seconded by Com. Mitchell, the Board approved the JCPC FY 2024-2025 JCPC Certification Plan local match of \$20,174 as present4ed by Ms. Hope Eley JCPC Chairperson and Mr. David Nunnery, Area Consultant.

TRILLIUM HEALTH RESOURCES ANNUAL UPDATE PRESENTATION

Ms. Bobbie Lowe, Regional Vice-President Trillium Health Resources, presented the Trillium Health Resources Annual Update.

On a motion by Com. Douglas, seconded by Com. Mitchell, the Board appointed Wanda Piland to the Northern Regional Advisory Board, to replace Ms. Donna Chamblee Hurdle as a result of Ms. Piland being appointed to the Regional Board.

INTERIM COUNTY MANAGER'S REPORT: PUBLIC WORKS/USDA BUILDING, CHILD FATALITY PREVENTION TEAM REPORT, AND CONGRESSMAN DAVIS COMMUNITY FUNDING PROGRAM

Interim County Manager Kevin Patterson provided update to the board as follows:

- Public Works/USDA Building – will share quotes with the Board with a potential plan and recommendation.
- Child Fatality Prevention Team Report which included deaths of anyone under the age of 18 not due to abuse or neglect.
- Congressman Davis Community Funding Program – water project funding request for \$4.3 million and \$385,728 for a Byrnes Jag Grant for the Sheriff's Office.

On a motion by Com. Mitchell, seconded by Vice-Chair Horton, the Board left Regula Session to convene as the Board of E. & R.

CONVENING AS THE BOARD OF E & R (AS ALLOWED UNDER NCGS § 105-322(E))
REQUEST APPROVAL OF MINUTES AND REQUEST APPROVAL TO CLOSE THE
BOARD OF E & R

On a motion by Com. Douglas, seconded by Com. Mithell the Board approved the April 1, 2024 Minutes as presented by Ms. Kisha Ashe, Tax Assessor.

On a motion by Com. Douglas, seconded by Com. Mitchell, the Board approved to close the Board of E & R. for FY 2023-2024.

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

Mrs. Felicia Gaskins, E911 Director and Inga Miner, Certified Training Officer E911, shared as follows regarding the center's outlook, certifications to maintain standards in the Communication Center, new employee training, RCCC training, equipment overview, staffing, operations, and call volume comparisons, evolution of 911 to Nex Gen 911.

BOARD CHAIR'S/CLERK'S REPORT

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

Chairman Lassiter acknowledged Chris Slachta, NCDOT Division Contract Engineer, and was introduced to the Board.

COMMISSIONERS' COMMENTS

Chairman Lassiter and the Commissioners collectively thanked everyone for attending the Board meeting and acknowledged and congratulated DSS Director Brenda Brown for her 20 years of service to Local Government and stressed the continued importance of Local Government growing its own leaders. .

Vice-Chair Horton commented continuing to request an update to the inadequate fire hydrants in Saint John from Manager Patterson.

CLOSED SESSION

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

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

RECESS MEETING

On a motion by Com. Mitchell, seconded by Com. Gatling, the Board recessed the meeting to convene in the Budget Work Session in the Government Center Conference Room.