

Minutes  
Regular Meeting  
Hertford County Board of Commissioners  
Multi-Purpose Room – Judicial Center  
Tuesday, September 8, 2015  
9:00 A.M.

Present: William F. Mitchell, Jr., Ronald J. Gatling, Johnnie R. Farmer, and Curtis A. Freeman, Sr.

Absent: F. Garry Lewter

Also Present with the Board: Loria D. Williams, County Manager; M. Ray Wiggins, Assistant County Manager; Charles L. Revelle, III, County Attorney; and Shelia W. Matthews, Clerk to the Board

Chairman William F. Mitchell, Jr., called the meeting to order and provided the invocation for the meeting.

**COMMISSIONERS**

On a motion by Freeman and a second by Farmer, the Board voted unanimously to amend the agenda to add an item following Closed Session to discuss the Walter Reed House.

**MINUTES**

On a motion by Gatling and a second by Freeman, the Board voted unanimously to approve the following sets of minutes as presented:

- (1) August 03, 2015 – Regular Meeting
- (2) August 17, 2015 – Regular Meeting

**TAX**

On a motion by Freeman and a second by Gatling, the Board voted unanimously to accept the following Tax Releases for August, 2015, as well as the Vehicle Tax Releases for July, 2015, and the Tax Collection Percentage Report:

TOTAL VALUE APPROVED THIS REPORT (2015 LEVY)	432,559.00
TOTAL TAX RELEASED THIS REPORT (2015 LEVY)	4,869.48
TOTAL VALUE APPROVED THIS REPORT (PRIOR LEVY)	12,000.00
TOTAL TAX RELEASED THIS REPORT (PRIOR LEVY)	110.88
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE 2015)	2,999.32
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2015)	2,999.32
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE 2014)	00.00
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2014)	00.00
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE 2013)	00.00

TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2013)	00.00
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TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE 2010)	00.00
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TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2008)	00.00
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE 2007)	00.00
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2007)	00.00
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE 2006)	00.00
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2006)	00.00

**PERSONNEL**

Leah Craddock, Human Resources/Risk Manager, introduced the following new County employees:

<u>Name</u>	<u>Department</u>
Christina Drewyor	E-911
Rachel O’Neal	EMS
Corrie Harrison	Register of Deeds
Marty Simmons	E-911
Patrick Dilday	Emergency Management
Christopher Morris	Jail

At this time, Chairman Mitchell administered the Oath of Office to Mr. Patrick Dilday, the recently hired Part-Time Fire Inspector.

**EMERGENCY SERVICES**

Mr. Jeffrey White, Chief Operations Officer with MedEx Medical Transport Service, addressed the Board regarding the expansion of MedEx to paramedic level of service. This discussion has been ongoing for approximately one year now.

Loria D. Williams, County Manager, responded that the County did not receive any different franchise application this year requesting this service. MedEx representatives explained since that option was not available on the franchise application, it was requested in the letter accompanying the franchise application.

Ms. Williams further explained that Hertford County does not have paramedic service, but that does not mean that we can’t grant it to MedEx. When paramedic level was granted to Gates County last year, MedEx did not have a Medical Director (which is a requirement), but now does.

Mr. White shared that MedEx is seeking the capability to move patients from facility to facility since they are located right in Ahoskie instead of patients having to wait for someone from Gates, Bertie, etc. He also shared that the equipment needed had already been purchased, but the specific medications needed for paramedic service could not be purchased until paramedic service had been granted.

After much discussion, the MedEx officials were advised they would be receiving a response from Hertford County, but the Medical Transportation Advisory Council has to first make a recommendation to the Board of Commissioners.

### **COOPERATIVE EXTENSION**

Stephanie Parker-Helmkamp, County Extension Director, and AnassBanna, Extension Farm Agent, were present to share "Solutions for North Carolina", a magazine published by NC A&T State University. This magazine contained an article on the Winton Farmer's Market featuring local farmer, Johnnie Powell, and other county residents.

### **E-911**

David Brown, E-911 Communications Director, presented the following four (4) contracts for approval:

On a motion by Freeman and a second by Farmer, the Board voted unanimously to approve the contract with Russ Bassett in the amount of \$98,884.66 for radio console furniture.

On a motion by Freeman and a second by Farmer, the Board voted unanimously to approve the contract with Priority Dispatch in the amount of \$48,483.00 for emergency medical dispatch.

On a motion by Freeman and a second by Gatling, the Board voted unanimously to approve the contract with MTS Services in the amount of \$4,153.00 for the consultant fee for audio visual equipment.

On a motion by Freeman and a second by Gatling, the Board voted unanimously to approve the contract with Wireless Communications in the amount of \$183,851.20 for the 911 phone system. This contract is a upgrade to an existing contract, is partly for services, and was part of an informal bid process.

### **FOREST SERVICE**

On a motion by Freeman and a second by Gatling, the Board voted unanimously to approve the FY 2015-2016 County Cooperative Agreement with the North Carolina Forest Service as presented by Loria D. Williams, County Manager.

### **E-911**

On a motion by Gatling and a second by Freeman, the Board voted unanimously to approve the Right-of-Way Agreement with Dominion Power to provide electrical service to the E-911 Communications Center.

### **BUDGET**

The County Manager presented three items to the Board for approval to be paid from Contingency as follows:

- (1) On a motion by Farmer and a second by Gatling, the Board voted unanimously to approve \$5,973.30 for security provided at the Watermelon Festival.
- (2) On a motion by Freeman and a second by Gatling, the Board voted unanimously to approve \$7,800 for shelters and equipment needed at the Firing Range.
- (3) On a motion by Gatling and a second by Freeman, the Board voted unanimously to approve \$10,000 from Fund Balance, which was inadvertently left out of this year's budget, and to approve \$1,000 for the Bryantville Community Center Paint Project.

### **BOARD APPOINTMENTS**

Shelia W. Matthews, Clerk to the Board, advised the Board that there were two upcoming board vacancies that fall outside of the normal board appointment cycle as follows: Connie Perry's term expiring on September 30 on the Choanoke Public Transportation Authority and Michael Bunch's term expiring on October 1 on the Tri-County Airport Authority. She advised the Board that these would be advertised and brought back to the next meeting for (re)appointment.

At this time, the Clerk reminded the Board that when the Articles of Association for the Workforce Investment Consortium was adopted on June 15, 2015, the Mid-East Commission would soon thereafter be requesting names of Hertford County's appointees (2) for the Workforce Development Board. Mrs. Matthews reviewed the names of Quinton Turman, Charles Reynolds, and Wendell Hall – who currently hold positions on this board. Mr. Bryant Buck, Executive Director of the Mid-East Commission, confirmed with the Clerk that both Mr. Turman and Mr. Reynolds had good attendance at meetings and were both eligible to be appointed into the two Business Representative slots. He also explained that Mr. Wendell Hall would be appointed by the Consortium of the Workforce Development Board as a Community Based Organization Representative and no longer an appointee of the County Commissioners.

On a motion by Gatling and a second by Freeman, the Board voted unanimously to appoint Quinton Turman and Charles Reynolds to the Region Q Workforce Development Board for initial terms to expire on June 30, 2016; with reappointments being for two-year terms.

### **COUNTY MANAGER'S UPDATE**

On a motion by Freeman and a second by Gatling, the Board voted unanimously to approve the following timeline for the disposition of County owned unused surplus furniture as presented by M. Ray Wiggins, Assistant County Manager:

- Declare no value/worthless and discard of any unused surplus furniture that is in such a state of poor condition it is no longer usable – September 21, 2015
- County Departments/Agencies needing furniture will be given first opportunity to select available unused surplus furniture – September 14-25, 2015
- Hertford County Public Schools, other local governments within Hertford County, non-County agencies within Hertford County, not-for-profit organizations within Hertford County will be given the opportunity to receive donations of remaining unused surplus furniture – October 5-30, 2015
- Remaining unused surplus furniture to be disposed of by local public or online public auction – November 2-13, 2015
- Declare no value/worthless and discard of any unused, surplus furniture/equipment that is not reassigned to County departments/agencies, not donated to HCPS, other local governments, non-County agencies and not-for-profits within Hertford County, and not sold through public auction – December 7, 2015

Loria D. Williams, County Manager, reviewed bids received for the demolition of the dwelling located at 102 Holloman Avenue, Ahoskie, NC. On a motion by Gatling and a second by Freeman, the Board voted unanimously to approve the bid received from CCIS in the amount of \$9,500; CCIS has followed all processes of the bidding proposals.

The County Manager reminded the Board that they still needed to make their three appointments to the Employee Advisory Council. She provided them a list of names of the next highest vote getters. On a motion by Freeman and a second by Gatling, the Board voted unanimously to appoint Scott Cofield (Public Safety), Becky Castelloe (General Government), and Daphne Lee (Human Services).

Discussion was held regarding financial assistance to the Historic Murfreesboro Commission for the publication of West of the Chowan: The Historic Architecture of Hertford County. The County Manager was instructed to gather more information on this request.

#### **COMMISSIONERS' COMMENTS**

- Vice-Chairman Gatling discussed water pressure on Benthall Bridge Road. Mike Bradley was present and responded that there was a leak and it had been fixed. Gatling had also spoken to the Sheriff regarding high speed in Cotton Gin area.

Sheriff Juan Vaughan was present and responded that he has contacted the Highway Patrol and N.C.D.O.T. to research changing the speed limit.

- Commissioner Farmer commented on how great the NCACC Annual Conference was that was recently held in Pitt County. He was able to spend some time with Ms. Emily Owens, the local 4-Her representing Hertford County at the Youth Summit.
- Vice-Chairman Gatling added that it was an excellent conference and highly commended the Cooperative Extension Service on their remarkable support.

On a motion by Freeman and a second by Farmer, the Board voted unanimously to recess Regular Session to go into a scheduled Closed Session as allowed under G. S. 143-318.11 (a) (3) to consult with the County Attorney and (6) to discuss personnel matters.

### **CLOSED SESSION**

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

### **REGULAR SESSION**

#### **WALTER REED HOUSE**

Mr. Lamar Van Brackle was present to express the Murfreesboro Historical Association's desire to take over the Walter Reed House.

At this time, the County Attorney explained the procedure involved for this to happen. The house can be conveyed to a historical preservation organization, for the sum of \$10.00, provided certain restrictive covenants are part of the conveyance. A Notice of Authorization to Convey Real Estate by Private Sale Resolution must be advertised in the newspaper for ten days. The Association must maintain the Walter Reed House under the National Register Guidelines.

On a motion by Freeman and a second by Gatling, the Board voted unanimously to convey the Walter Reed House to the Murfreesboro Historical Association for the sum of \$10.00. The County Attorney will publish the resolution in the local newspaper.

#### **PERSONNEL/SHERIFF/JAIL**

On a motion by Freeman and a second by Gatling, the Board voted unanimously to create a Jail Administrator position to become effective September 25, 2015. The Sheriff will be moving Deputy Scott Cofield into this position, with an approximate \$8,000 increase. He will need to obtain his Jailer Certification, as well as maintain his BLET.

On a motion by Gatling and a second by Freeman, the Board voted unanimously to adjourn.