

Minutes
Regular Meeting
Hertford County Board of Commissioners
Multi-Purpose Room – Judicial Center
Monday, November 16, 2015
7:00 P.M.

Present: William F. Mitchell, Jr., Ronald J. Gatling, Johnnie R. Farmer, Curtis A. Freeman, Sr., and F. Garry Lewter (entered late)

Absent: None

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.

MINUTES

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

- (1) October 05, 2015 – Regular Meeting
- (2) October 19, 2015 – Regular Meeting

TAX

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

TOTAL VALUE APPROVED THIS REPORT (2015 LEVY)	124,532.00
TOTAL TAX RELEASED THIS REPORT (2015 LEVY)	1,368.94
TOTAL VALUE APPROVED THIS REPORT (PRIOR LEVY)	00.00
TOTAL TAX RELEASED THIS REPORT (PRIOR LEVY)	00.00
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE 2015)	525.00
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2015)	525.00
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
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE 2012)	00.00
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2012)	00.00
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE 2011)	00.00
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2011)	00.00

TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE 2010)	00.00
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2010)	00.00
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE 2009)	00.00
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2009)	00.00
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE 2008)	00.00
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

POLICIES/PERSONNEL

On a motion by Gatling and a second by Freeman, the Board voted unanimously to approve the Inclement Weather Policy as presented by Leah Craddock, Human Resources/Risk Manager, with correction of one typographical error on page 3 (change safety to safely in Section iii).

On a motion by Gatling and a second by Freeman, the Board voted unanimously to approve the two (2) following resolutions as presented by Ray Wiggins, Assistant County Manager:

**RESOLUTION APPROVING
THE CONVEYANCE OF SURPLUS PROPERTY
TO THE HERTFORD COUNTY ARTS COUNCIL**

WHEREAS, under G.S. 160A-280 a county may donate to another governmental unit within the United States, a sister county, or a nonprofit organization incorporated by the United States any personal property, including supplies, materials, and equipment, that the governing board deems to be surplus, obsolete or unused; and

WHEREAS, this same statute requires the county to post a public notice at least five days prior to the adoption of a resolution approving said donation; and

WHEREAS, on Monday, November 9, 2015 a notice of intent to donate surplus/unused property was posted at the Courthouse and County Administration Office Building 1.

NOW, THEREFORE BE IT RESOLVED by the Hertford County Board of Commissioners that:

1. The furniture items listed in Attachment I which are located in the County Administration Building 1 and the old County Courthouse is; and
2. Said equipment is hereby donated to the Hertford County Arts Council in accordance with G.S. 160A-280.

Adopted this the 16th day of November 2015.

ATTACHMENT I

NOTICE OF INTENT TO DONATE SURPLUS/UNUSED PROPERTY LISTED TO HERTFORD COUNTY ARTS COUNCIL

IN ACCORDANCE WITH G.S. 160A-280

1. Executive Office Desk
2. Office Desk (2)
3. Executive Desk Chair (2)
4. Desk Chair
5. Dark Wood Chair/Arms (2)
6. Wood Chair/Arms (2)
7. Wood Ladder Back Chair (2)
8. 5 Drawer Vertical File Cabinet
9. 4 Drawer Vertical File Cabinet
10. Small Wood Book Rack (2)
11. 4 Shelf Wood Book Case (6)
12. 3 Shelf Wood Book Case
13. Small Equipment Cart (2)
14. Roman Shades (3)
15. Large Cardboard Portfolio Case (4)
16. Credenza
17. Wall Mounted Shelves (6)
18. Wood Alphabet Stamps/Stencils
19. Large Wood Conference Table
20. Large Laminate Counter Top Book Case
21. Metal Folding Chairs/Cart (21)
22. Plastic Trash Can (5)

RESOLUTION APPROVING THE CONVEYANCE OF SURPLUS PROPERTY TO THE AMANDA S. CHERRY RESOURCE CENTER

WHEREAS, under G.S. 160A-280 a county may donate to another governmental unit within the United States, a sister county, or a nonprofit organization incorporated by the United States any personal property, including supplies, materials, and equipment, that the governing board deems to be surplus, obsolete or unused; and

WHEREAS, this same statute requires the county to post a public notice at least five days prior to the adoption of a resolution approving said donation; and

WHEREAS, on Monday, November 9, 2015 a notice of intent to donate surplus/unused property was posted at the Courthouse and County Administration Office Building 1.

NOW, THEREFORE BE IT RESOLVED by the Hertford County Board of Commissioners that:

1. The furniture items listed in Attachment II which are located in the County Administration Building 1 and the old County Courthouse is; and
2. Said equipment is hereby donated to the Amanda S. Cherry Resource Center, Harrellsville, N.C. in accordance with G.S. 160A-280.

Adopted this the 16th day of November 2015.

ATTACHMENT II

NOTICE OF INTENT TO DONATE SURPLUS/UNUSED PROPERTY LISTED TO AMANDA S. CHERRY RESOURCE CENTER HARRELLSVILLE, NC

IN ACCORDANCE WITH G.S. 160A-280

1. Wood Office Desk (6)
2. Desk Chair (5)
3. Wood Chair with Back/Arm Rest (7)
4. Wood Conference Table (4)
5. Metal 42" Table (1)
6. Four Drawer File Cabinet (2)
7. Wood Book Case (1)
8. Tall Wood Book Case (3)
9. Large Plastic Trash Can (2)
10. Large Bulletin Board (1)

TAX FORECLOSURES/COUNTY PROPERTY

A bid in the amount of \$3,000 had been made on the Atlantic Coast Funding tax foreclosure property (PIN #5992-39-0191) by Howard J. Hunter, III. This is a recent foreclosure. The bid made is approximately 30% of the amount that is owed.

At this time, Loria D. Williams, County Manager, updated the Board on the two bids on foreclosure property that had been tabled at the last meeting.

- Dwight Deloatch property has been on the books since 2004 – received \$1,000 bid - \$6,430.35 owed
- Clyde & Annie Hardison property has been on the books since 2012 – received \$2,100 bid - \$21,347.97 owed

On a motion by Gatling and a second by Farmer, the Board voted unanimously to accept the bid offer of \$1,000 on the Dwight DeLoatch tax foreclosure property (PIN # 5993-71-8941) and authorize the County Attorney to advertise for upset bid.

On a motion by Gatling and a second Farmer, the Board voted unanimously to accept the bid offer of \$2,100 on the Clyde & Annie Hardison tax foreclosure property (PIN #5958-95-9100) and authorize the County Attorney to advertise for upset bid.

On a motion by Farmer and a second by Freeman, the Board voted unanimously to accept the bid offer of \$3,000 on the Atlantic Coast Funding tax foreclosure property (PIN #5992-39-0191) and authorize the County Attorney to advertise for upset bid.

Commissioner Lewter entered the meeting at this time.

BOARD APPOINTMENTS

CADA Board

On a motion by Farmer and a second by Gatling, the Board voted unanimously to reappoint Lynn Johnson to the CADA Board for a two-year term to expire on January 1, 2018.

Hertford County Economic Development Commission

On a motion by Gatling and a second by Freeman, the Board voted unanimously to reappoint Kathleen Wright, Michael Harrell, and Michael Bunch to the Hertford County Economic Development Commissioner for additional three-year terms to expire on January 1, 2019.

Hertford County Planning Board & Zoning Board of Adjustments

On a motion by Lewter and a second by Freeman, the Board voted unanimously to reappoint Ben McLean and Larry Pierce to the Hertford County Planning Board and the Hertford County Zoning Board of Adjustments for additional three-year terms to expire on January 1, 2019.

Hertford County E-911 Governance Board

On a motion by Freeman and a second by Farmer, the Board voted unanimously to reappoint Commissioner Ronald J. Gatling to the Hertford County E-911 Governance Board for an additional three-year term to expire on December 30, 2018.

PUBLIC COMMENT PERIOD

There was no one to speak during Public Comment Period.

At this time, Ms. Michelle Felton was present to accept the resolution that was adopted by the Board in August honoring her father, Rev. James A. Felton, Sr.

COUNTY MANAGER'S UPDATE

On a motion by Freeman and a second by Gatling, the Board voted unanimously to cancel the second meeting in December (December 21st at 7:00 P.M.).

On a motion by Lewter and a second by Freeman, the Board voted unanimously to approve early release on November 25 and December 22 at 3:00 P.M., with upper management keeping the offices open until 5:00 P.M.

Discussion was held regarding Employee Christmas Party. The Employee Advisory Council has presented a proposal to include full-time and part-time staff for dinner at Quinton's on December 11, 2015, at 6:00 P.M. On a motion by Lewter and a second by Farmer, the Board voted unanimously to approve the funding for the Christmas Party at \$6,770, to include bringing significant others if space allows.

Assistant County Manager M. Ray Wiggins discussed the public auction of county-owned unused surplus furniture process. On a motion by Freeman and a second by Farmer, the Board voted unanimously to change the dates of the public auction from November 2-13 to November 30-December 18, as was previously approved in the timeline for disposition of surplus furniture.

On a motion by Freeman and a second by Lewter, the Board voted unanimously to approve moving forward with a public online auction using the services of Public Group-Public Surplus charging 10% per sales transaction fee.

COMMISSIONERS' COMMENTS

- Commissioner Lewter apologized his tardiness to the meeting
- Commissioner Freeman shared he was glad to be back after recovering from surgery and left the meeting at this time
- Commissioner Farmer discussed the Tri-County Airport budget, the gas tank, and building a new terminal. He also held a discussion on road projects.
- Chairman Mitchell thanked the Board for their support and confidence for the past two years

On a motion by Farmer and a second by Gatling, 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

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