

Minutes  
Regular Meeting  
Hertford County Board of Commissioners  
County Commissioners' Meeting Room  
Tuesday, January 19, 2016  
7:00 P.M.

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

Absent: None

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

Chairman Ronald J. Gatling called the meeting to order and provided the invocation for the meeting.

**COMMISSIONERS**

On a motion by Freeman and a second by Mitchell, the Board voted unanimously to amend the agenda to include two items for discussion following Closed Session: (1) Discussion on Security Officer and (2) Governing Board of the Tunis Sewer District.

**MINUTES**

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

- (1) November 02, 2015 – Regular Meeting
- (2) November 16, 2015 – Regular Meeting

**TAX**

On a motion by Mitchell and a second by Freeman, the Board voted unanimously to approve the following Tax Releases for the month of December, 2015, as well as the Vehicle Tax Releases for December, 2015, and the Tax Collection Percentage Report:

TOTAL VALUE APPROVED THIS REPORT (2015 LEVY)	11,967.00
TOTAL TAX RELEASED THIS REPORT (2015 LEVY)	115.61
TOTAL VALUE APPROVED THIS REPORT (PRIOR LEVY)	7,490.00
TOTAL TAX RELEASED THIS REPORT (PRIOR LEVY)	69.21
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE 2015)	1,725.00
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2015)	1,725.00
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE 2014)	00.00
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2014)	00.00

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

### **SOLID WASTE**

Ms. Sheryl Harrell, concerned citizen, was present requesting an appeal to the Solid Waste User Fees for her two rental houses for 2015. She provided evidence by means of utility and water bills to prove the dwellings were unoccupied.

Mike Bradley, Public Works Director, shared with the Board that the application for exemption from the Solid Waste User Fees clearly states that in order to be exempt, there can be no electrical service.

On a motion by Freeman and a second by Mitchell, the Board voted unanimously to uphold the County's policies and procedures and to deny the request to Sheryl Harrell to appeal the Solid Waste User Fees because the properties did not meet criteria.

### **R-CCC**

Dr. Michael Elam, R-CCC President, presented an update on activities at the community college. R-CCC is stepping up their marketing and shared a new pamphlet that has been created full of success stories from graduates of the college.

He also introduced the new Chief Financial Officer – Dean of Finance and Facilities, Mr. David Forester. At this time, Mr. Forester discussed the college's Energy Performance Contract and the 2016 Bond Referendum.

### **PUBLIC COMMENT PERIOD**

There was no one wishing to speak during Public Comment Period.

### **TAX**

On a motion by Freeman and a second by Mitchell, the Board voted unanimously to approve the following property tax refunds as presented by Gay Sumner, Tax Collector:

- \$4,595.62 to Corelogic Real Estate Tax Service – due to overpayment from mortgage company. Taxpayers paid on tax bill prior to mortgage company sending payment.
- \$5,041.70 to Weyerhaeuser Company – for over paid taxes. Properties sold and taxes paid prior to receiving payment from taxed owner.
- \$807.53 to James Kenneth Brown – for payment made to incorrect parcel. Taxed owner and buyer’s property closing agreement to be paid by the taxed owner, both requested correction and refund.

On a motion by Lewter and a second by Freeman, the Board voted unanimously to approve a vehicle tax refund in the amount of \$163.96 to:

Michael P. Cotter  
 Chapter 13 Standing Trustee  
 870 Greenbrier Circle, Suite 402  
 Chesapeake, VA 23320

This refund is due to the fact that the Chapter 13 Standing Trustee sent payment on bill already paid (Case #12-71218-SCS).

On a motion by Mitchell and a second by Farmer, the Board voted unanimously to approve the Tax Collector’s foreclosure list and forward it to Irvine Law Firm to begin foreclosure proceedings with the exception of #3 (Andrew Jackson Brown). He came in and paid this past Friday.

**BOARD APPOINTMENTS**

**Firefighter’s Relief Fund Board**

On a motion by Freeman and a second by Lewter, the Board voted unanimously to approve the following members to the Firefighter’s Relief Fund Board for two-year terms to expire on January 31, 2018, as presented by Chris Smith, Emergency Management Director/Fire Marshal:

Johnathan Earl Bradley (Ahoskie)	Sarah Wallace (Murfreesboro)
Charlie B. Sumner (Como)	Scott Blowe (St. John)
William A. Jones (Harrellsville)	Jamie King (Union)
Phil Terry (Millennium)	Wesley Liverman (Winton)

**RECREATION**

On a motion by Freeman and a second by Mitchell, the Board voted unanimously to appropriate \$800 from the Recreation Budget to host an Easter Egg Hunt on March 26 in Murfreesboro.

**COMMISSIONERS**

The Clerk was asked to read the criteria for the newly established Hertford County Citizen Award. The award will be in the form of a plaque. On a motion by Freeman and a second by Mitchell, the Board voted unanimously to approve the criteria and the nomination form. The criteria approved include a Nomination Committee. The Clerk will advertise this committee on the website with the other board vacancies.

## **FINANCE**

During the FY 2015-2016 Budget process, the Sheriff's Department received approval to purchase two Chevrolet Tahoes. It has since been learned that the Tahoes are not available and are being replaced by two Ford F150 Trucks. On a motion by Freeman and a second by Lewter, the Board voted unanimously to approve the purchase of these two trucks at an approximate total of \$62-63,000, to be taken from Fund Balance Appropriated.

Mike Bradley, Public Works Director, has requested approval of purchasing a van for his department that was not approved during the budget process. His purpose for the request is due to the fact that two additional employees have been added to his staff since budget time. On a motion by Mitchell and a second by Farmer, the Board voted unanimously to approve the purchase of a Transit 250 MR Van for the Public Works Department.

## **ABC PERMIT**

On a motion by Freeman and a second by Mitchell, the Board voted unanimously to approve a request for an Alcoholic Beverage Permit submitted by Kenneth Leroy Proper for the U-Turn Food Mart located on Highway 258 in Como.

## **COUNTY MANAGER'S UPDATE**

Loria D. Williams, County Manager, shared with the Board two letters of praise she had received from citizens commending the outstanding performance of some County employees.

Commissioner Farmer asked the Chairman to write a letter to these employees recognizing their hard work. Everyone thought this was a great idea and set this as the standard going forth for any employees who receive such compliments.

## **COMMISSIONERS' COMMENTS**

- Commissioner Farmer thanked everyone for all the thoughts and prayers and calls while he was recently in the hospital
- Vice-Chairman Lewter welcomed Commissioner Farmer back and welcomed Mr. Forester to the County
- Commissioner Freeman also shared the same thoughts as Lewter and also voiced his appreciation to the Sheriff's employees for their quick response to catching a burglar recently
- (The Chairman will also send a recognition letter to the entire Sheriff's Department)
- Chairman Gatling welcomed Commissioner Farmer back as well

- He also held a discussion questioning the hours of the Inspections Department and the office being closed for extended periods of time and asked the County Manager to check into this matter
- He also discussed a Nutrition Site in Harrellsville and cost estimates for the R. L. Vann Nutrition Site

On a motion by Freeman and a second by Lewter, 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 Freeman and a second by Mitchell, the Board voted unanimously to recess Regular Session to go into a meeting of the Governing Board of the Tunis Sewer District.

### **TUNIS SEWER DISTRICT GOVERNING BOARD**

On a motion by Mitchell and a second by Freeman, the Board voted unanimously to approve the following: The Tunis Sewer District ("District"), by and through the Hertford County Board of Commissioners acting as the governing body of the District, agrees to pay \$129,938.00 to Sunland Builders, Inc. ("Sunland") as a final payment to settle all remaining issues regarding construction of the Tunis Sanitary Sewer System Improvements under a contract dated March 26, 2013, provided:

- (1) Sunland provides all necessary documentation, approved by the District's engineer, to close out the project;
- (2) That a Settlement Agreement, in form satisfactory to the Hertford County Attorney and Sunland's Attorney, be executed at the time of payment;
- (3) That the Settlement and Payment be effectuated by February 10, 2016.

On a motion by Freeman and a second by Mitchell, the Board voted unanimously to return to Regular Session.

### **REGULAR SESSION**

#### **PERSONNEL/SHERIFF'S DEPARTMENT**

Sheriff Juan Vaughan was present requesting consideration of hiring Jerry Dixon as the Full-Time Security Officer at a salary of \$30,000. The salary range for a Security Officer is \$26,083 - \$40,428. Due to the experience and vast knowledge of Mr. Dixon, the Sheriff would like to hire him above the hiring range.

Chairman Gatling expressed that the County needs policies and pay ranges in place for officers and all positions. That would eliminate these “knee-jerk reactions” when filling vacancies in positions where the salaries are off-balance.

A discussion was held comparing salaries of various positions.

On a motion by Freeman and a second by Farmer, the Board voted unanimously to approve a hiring salary of \$30,000 for the Security Officer position.

Sheriff Vaughan also held a discussion involving retired deputies buying their weapons. Chief Deputy Raymond Eure will be retiring January 25, 2016. The Sheriff would like to allow Mr. Eure, as well as Ronnie Stallings, who retired a few years ago, to be able to purchase their weapons for \$1.00. The Sheriff was asked to research the process regarding the details involved in this type of disposition of property.

At this time, Commissioner Freeman commented that the Sheriff is losing a lot of deputies due to Hertford County falling behind in the pay scale. Commissioner Farmer shared that during the upcoming Strategic Planning Work Session (scheduled for February 15), they need to look at giving only the law enforcement officers a raise in July.

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