

Minutes
Regular Meeting
Hertford County Board of Commissioners
Multi-Purpose Room – Judicial Center
Monday, April 4, 2016
9:00 A.M.

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

Absent: William F. Mitchell, Jr.

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 Commissioner Johnnie R. Farmer provided the invocation.

COMMISSIONERS

On a motion by Lewter and a second by Farmer, the Board voted unanimously to amend the agenda to include Memo #8470-A to discuss financing documents.

PERSONNEL

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

<u>Name</u>	<u>Department</u>
Melissa Hand	E-911
Derrick Lee	Detention Center

RESOLUTIONS/REGISTER OF DEEDS

On a motion by Freeman and a second by Farmer, the Board voted unanimously to approve the following resolution as presented by Melanie Storey, Register of Deeds:

**RESOLUTION AUTHORIZING REMOVAL OF CERTAIN PUBLIC RECORD BOOKS
KEPT BY THE REGISTER OF DEEDS FOR THE PURPOSE OF
REPAIR, RESTORATION AND REBINDING**

WHEREAS, N.C. Gen. Stat. 132-7 provides that books of public records should be copied or repaired, renovated or rebound if worn, mutilated, damaged or difficult to read; and

WHEREAS, there is identified certain books of public records maintained by the Register of Deeds in need of repair, restoration and rebinding; and

WHEREAS, Kofile Inc. RecordSave is under contract to provide repair, restoration and rebinding of those certain books of public records.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS FOR HERTFORD COUNTY, NORTH CAROLINA, that:

Section 1. The Register of Deeds is authorized to remove or cause to be removed to the care and custody of Kofile Inc. RecordSave, Document Preservation Specialists for repair, restoration and rebinding the following books of public records:

Real Estate Deed Book 2

Section 2.The books of public records listed in Section 1. of this resolution may remain in the care and custody of Kofile Inc. RecordSave, Document Preservation Specialists for the length of time required to repair, restore or rebind it.

Section 3.This resolution is effective upon its adoption.

Adopted the 4th day of April, 2016.

TAX

On a motion by Freeman and a second by Lewter, the Board voted unanimously to approve a \$138.34 tax refund for an overpayment from Debt Setoff on vehicle tax bill 0701-295715. The taxpayer paid the bill prior to Debt Setoff sending payment. This refund should be paid to: Ebony Boone, 132 East Fairview Drive, Murfreesboro, NC, 27855.

COUNTY MANAGER'S UPDATE

Loria D. Williams, County Manager, explained that April would be a busy month due to the budget process. Tax values showed little increase this year. This upcoming budget year would be the first full year of operations for the Courthouse, Government Center, and E-911 Center. Ms. Williams will try to present the budget the first meeting in May. If not, she will present it the second meeting in May.

M. Ray Wiggins, Assistant County Manager, shared that almost all of the property listed as "no value" was gone from the old Courthouse and County Office Building. The deadline for auction items had been extended until April 14th because a significant amount of items had not received any bids. The items left after this auction may need to be declared "no value".

Mr. Wiggins is developing inventory of surplus vehicles and asked the Board how they would like to have them disposed – local auction or online auction. On a motion by

Farmer and a second by Freeman, the Board voted unanimously to sell surplus vehicles by online auction.

COMMISSIONERS' COMMENTS

- Commissioner Farmer asked when was the next revaluation – That will be in 2019 with field work starting in April, 2017. He asked the number of employees needed in E-911, and the County Manager responded that 12 employees would make a full staff.
- Chairman Gatling thanked everyone who participated in the Easter Egg Hunt, including Vice-Chairman Gatling and Register of Deeds Melanie Storey. He commended the Clerk to the Board on an awesome job. Reminder of Community Leaders Meeting being held at 12 Noon on April 7. Chairman Gatling will hold another recreation meeting on April 6.
- Commissioner Freeman commended the Sheriff's Department on a job well done during a recent shooting in Murfreesboro

COUNTY PROPERTY

Memo #8470-A was moved up for discussion prior to Memo #8470 (Closed Session).

Charles L. Revelle, III, Hertford County Attorney, explained that the actual financing documents for the DSS Building Renovation Project were approved at the last meeting by resolution. They will be signed in early May after Local Government Commission approval.

It was explained that since this a Social Services Building, the project is eligible for Federal reimbursement of up to 61% (not expecting that much though). There will be \$300,000 debt service payments annually for twelve (12) years.

Since it was not 10:00 A.M. to enter into the Board of Equalization and Review, the Board voted unanimously to enter 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, on a motion by Freeman and a second by Farmer.

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 Lewter, the Board voted unanimously to enter into the Board of Equalization and Review.

BOARD OF EQUALIZATION AND REVIEW

Minutes

Hertford County Board of Equalization and Review Meeting

April 4, 2016

The Hertford County Board of Equalization and Review met on April 4, 2016 at 10:00 A.M., in the Multipurpose Room of the Courthouse (2nd floor); 119 Justice Drive, Winton, North Carolina.

Members present were: Ronald J. Gatling, Chairman
 F. Garry Lewter, Vice-Chairman
 Curtis A. Freeman
 Johnnie R. Farmer
 Sylvia F. Anderson, Clerk

Charles L. Revelle, III Attorney for Hertford County was also present.

Members absent were: William F. Mitchell, Jr.

On a motion to open the Board of Equalization and Review by Ronald J. Gatling and seconded by Johnnie R. Farmer, the meeting was called to order by Ronald J. Gatling, Chairman.

Sylvia F. Anderson, Clerk to the Board shared with the Board that 784 new construction appraisals have been completed and 56 informal appeals have been handled in the Assessor's office. At that time, Mrs. Anderson announced "There are not appeals at this time". On a motion by Curtis A. Freeman and seconded by Johnnie R. Farmer, the Board of Equalization and Review is now in recess until Monday, May 2, 2016 at 10:00 A. M.

Sylvia F. Anderson
Clerk to Board of Equalization and Review

REGULAR SESSION

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