

Minutes
Regular Meeting
Hertford County Board of Commissioners
Multi-Purpose Room – Judicial Center (Moved to Courtroom)
Monday, October 17, 2016
7:00 P.M.

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

Absent: Johnnie R. Farmer

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

The meeting was moved to the neighboring courtroom due to the attendance of approximately 200 senior citizens.

Chairman Ronald J. Gatling called the meeting to order, and Rev. James W. Shearn, who was present in the audience, provided the invocation.

Chairman Gatling introduced Dexter Hayes to the audience as the newly appointed Sheriff.

At this time, Chairman Gatling also recognized Chris Smith, Emergency Management Director, who worked 24/7 during Hurricane Matthew. Chairman Gatling remarked about how impressed he was by the amount of information that shared during his first experience of such an event since he has been Chairman.

Chairman Gatling also shared that Commissioner Farmer was absent tonight due to illness.

CONSENT AGENDA

On a motion by Freeman and a second by Mitchell, the Board voted unanimously to approve the consent agenda as follows:

- (1) Acceptance of Reports
 - a. Tax Releases – September, 2016
 - b. Vehicle Tax Releases – September, 2016
 - c. Tax Collection Percentage Report

The approved tax releases are as follows:

| | |
|--|------------|
| TOTAL VALUE APPROVED THIS REPORT (2016 LEVY) | 97,497.00 |
| TOTAL TAX RELEASED THIS REPORT (2016 LEVY) | 1,482.34 |
| TOTAL VALUE APPROVED THIS REPORT (PRIOR LEVY) | 185,000.00 |
| TOTAL TAX RELEASED THIS REPORT (PRIOR LEVY) | 3,261.50 |
| TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE 2016) | 225.00 |
| TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2016) | 225.00 |
| TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE 2015) | 00.00 |
| TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2015) | 00.00 |
| 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 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 |

PUBLIC COMMENT PERIOD

Ms. Hazel Downing was signed up to speak during Public Comment Period regarding her concerns with the Ahoskie Nutrition Site and the need for a new facility. The Board shared with Ms. Downing and the audience that Chairman Gatling had shared the condition of this building with the Board eight months ago and that Commissioner Freeman had witnessed it again first-hand the previous month. Chairman Gatling informed everyone that the County was currently in negotiations.

Rev. Claude M. Odom, past County Commissioner, addressed the Board and expressed appreciation that this situation is being taken care of. He also thanked them for allowing Harrellsville to have a nutrition site.

All County Commissioners spoke regarding this situation, and the County Manager assured the Office on Aging staff, who were also present, that the County would not be moving forward without their input.

Ms. Kim Castle had also signed up in advance to speak during Public Comment Period but was not present.

Mr. Donald Kirkland addressed the concern of citizens regarding ditches being overgrown with brush and trees falling across ditches and questioned what could be

done. Chairman Gatling shared that the County had recently reached out to the Governor for assistance with cleaning ditches feeding into Ahoskie Creek.

PERSONNEL/FINANCE

On a motion by Mitchell and a second by Lewter, the Board voted unanimously to approve hiring Katherine Toure as Payroll Specialist at \$40,000, which is above the hiring rate of \$33,288. The County Manager described this as a golden opportunity due to the fact that the only thing Ms. Toure would need to learn would be our software system.

On a motion by Lewter and a second by Mitchell, the Board voted unanimously to approve training the new Accounting Technician III for 1.5 months alongside Phyllis Kaylor before her retirement date. This is a cost of \$5,538 which includes health insurance.

The request to approve an additional 250 hours (\$60/hr) for the Financial Consultant was put on hold to discuss in Closed Session.

COUNTY PROPERTY/MAINTENANCE SHOP

On a motion by Freeman and a second by Mitchell, the Board voted unanimously to approve the Offer to Purchase and Contract for Property located in the Industrial Park from Ray Kelly and Constance W. Adams to be used for a Maintenance Shop, as presented by Charles L. Revelle, III, County Attorney. On a motion by Freeman and a second by Mitchell, the Board voted unanimously to amend the previous motion to include taking \$5,000 from Contingency to be used for earnest money.

On a motion by Freeman and a second by Lewter, the Board voted unanimously to recess Regular Session to go into a meeting of the Governing Board of the Northern and Southern Rural Water Districts.

GOVERNING BOARD OF THE NORTHERN AND SOUTHERN RURAL WATER DISTRICTS

On a motion by Mitchell and a second by Freeman, the Board voted unanimously to approve the Capital Project Ordinance as follows:

CAPITAL PROJECT ORDINANCE NORTHERN WATER DISTRICT SYSTEM IMPROVEMENT PROJECT

Be it ordained by the Hertford County Board of Commissioners that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following Capital Project Ordinance is hereby adopted:

Section 1. The project authorized is the Northern Water District Improvement System Project.

Section 2. The officers of this unit are hereby directed to proceed with the project within the terms of the above statute and the budget contained within.

Section 3. The following revenues are anticipated to be available to complete the project:

| | |
|-------------------------------------|------------|
| USDA RD Loan | \$ 811,000 |
| USDA RD Grant | 383,000 |
| User Sign Up Fees | 12,200 |
| District Fund Balance Appropriation | 75,960 |

Total Revenues **\$1,282,160**

Section 4. The following amounts are appropriated for the project:

| | |
|------------------------|-------------|
| Construction/Equipment | \$1,003,010 |
| Engineering Fees | 206,000 |
| Legal Fees | 5,000 |
| Contingency | 50,150 |
| Interest | 18,000 |

Total Appropriations **\$1,282,160**

Section 5. The Finance Officer is hereby directed to maintain within the Capital Project Fund sufficient detailed accounting records required by federal and state regulations.

Section 6. Funds may be advanced from the General Fund for the purpose of making payments as due.

Section 7. The Finance Officer is directed to report monthly to the Board of Commissioners on the financial status of each project element in Section 4.

Section 8. Copies of the project ordinance shall be entered into the minutes of the governing board and filed with the Finance Officer.

Adopted this 17th day of October, 2016.

On a motion by Freeman and a second by Lewter, the Board voted unanimously to approve the Engineering Services Agreement as presented.

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

REGULAR SESSION

BOARD APPOINTMENTS

Citizen Award Nomination Committee

On a motion by Lewter and a second by Mitchell, the Board voted unanimously to appoint Deirdre Foote to the newly created Citizen Award Nomination Committee. Since this committee is not fully established, a term expiration date was not set.

Joint Community Advisory Committee

On a motion by Lewter and a second by Mitchell, the Board voted unanimously to appoint Deirdre Foote to the Joint Community Advisory Committee for an initial one-year term to expire on October 31, 2017.

Medical Services Transportation Advisory Council

On a motion by Freeman and a second by Lewter, the Board voted unanimously to appoint Robert Craig Castello, Jr., to the Medical Services Transportation Advisory Council for a partial one-year term to expire on June 30, 2017.

COUNTY MANAGER'S UPDATE

The County Manager reported that the Damage Assessment Team had been visiting property affected by Hurricane Matthew, but Hertford County has not been declared a disaster county yet.

On a motion by Freeman and a second by Lewter, the Board voted unanimously to waive inspection fees and tipping fees whether Hertford County is declared a disaster county or not.

The County Manager explained to the Board that the County, in August of 2009, had conveyed a surplus vehicle (1997 Ford Type II Ambulance, VIN #1FDJ534F9VHA15566) to Roanoke-Chowan Community College to be used for training. The vehicle is no longer being used for training purposes and is of no value. On a motion by Freeman and a second by Mitchell, the Board voted unanimously to authorize the Community College to dispose of the vehicle.

A lengthy discussion was held regarding the Ahoskie Health Clinic that flooded during Hurricane Matthew as to whether it is going to be covered under FEMA or through insurance. The contents would need to be moved into storage containers during reconstruction. The contractor at the DSS Renovation Project can do this job, if desired. No decisions were made. There is no tentative date of when the clinic will reopen.

COMMISSIONERS' COMMENTS

- Commissioner Freeman encouraged the senior citizens present to come back and attend meetings anytime and assured them that help is on the way regarding the Ahoskie Nutrition Site

On a motion by Freeman and a second by Mitchell, the Board voted unanimously to recess Regular Session to go into 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

PERSONNEL/FINANCE

On a motion by Freeman and a second by Lewter, the Board voted unanimously to approve additional hours for the Financial Consultant not to exceed \$15,000.

ADMINISTRATION

At this time, the County Manager directed the Board's attention to the letter from Moody's Investors Service included in her County Manager's Update which explained we had an A1 rating, meaning Hertford County has a very strong financial position and an affordable debt burden.

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