

Minutes  
Regular Meeting  
Hertford County Board of Commissioners  
Multi-Purpose Room – Judicial Center  
Monday, February 20, 2017  
7:00 P.M.

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

Absent: None

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

Chairman Ronald J. Gatling called the meeting to order, and Vice-Chairman Curtis A. Freeman, Sr., provided the invocation.

**CONSENT AGENDA**

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

- (1) Approval of Minutes
  - a. December 5, 2016 – Organizational Meeting
- (2) Acceptance of Reports
  - a. Tax Collection Percentage Report

**BUDGET AMENDMENTS**

On a motion by Freeman and a second by Mitchell, the Board voted unanimously to approve the following FY 2016-2017 Hertford County Budget Ordinance Amendment #7 as presented by Sandy Pittman, Finance Director:

**AMENDMENT TO HERTFORD COUNTY BUDGET ORDINANCE FISCAL YEAR 2016-2017**

BE IT ORDAINED by the Governing Board of the County of Hertford, North Carolina, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2017:

**REVENUE:**

<b>Department</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Amount Increase</b>	<b>Amount Decrease</b>
Restricted Intergovernmental - DSS	100063 419101	Crisis Intervention Program	\$ 42,120	
Restricted Intergovernmental	100060 413407	4-H Trust	\$ 1,100	
<b>Total Changes in Revenue</b>			<b>\$ 43,220</b>	<b>\$ -</b>

<b>Net Change in Revenue</b>	<b>\$ 43,220</b>
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**EXPENDITURE:**

<b>Department</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Amount Increase</b>	<b>Amount Decrease</b>
Public Assistance	104440 569009	Crisis Intervention Program	\$ 42,120	
Cooperative Extension	104290 552501	Earmarked 4-H Trust	\$ 1,100	
<b>Total Change in Expenditures</b>			<b>\$ 43,220</b>	<b>\$ -</b>

<b>Net Change in Expenditures</b>	<b>\$ 43,220</b>
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**Explanation:**

DSS - Increased funding for Crisis Intervention Program.  
 Cooperative Extension - Increased revenues due to increase in 4-H programs.

Amendment # 7

**BOARD APPOINTMENTS**

**Firefighters Relief Fund Board**

At the last meeting, Wayne Conner with the Millennium Volunteer Fire Department was appointed to the Firefighters Relief Fund Board to replace Richard Lassiter. Chris Smith, Emergency Management Director/Fire Marshal, explained that the County Commissioner appointee must be a county resident and Mr. Conner is not a county resident. On a motion by Mitchell and a second by Horton, the Board voted unanimously to appoint Keith Lassiter to replace Richard Lassiter.

### **PUBLIC COMMENT PERIOD**

There was no one to speak during Public Comment Period.

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

- Contractor hopes to finish DSS Building on February 27<sup>th</sup>. Potential liquidated damages in the amount of \$1,000/day are being incurred by the contractor. The Board would like to have some lighting in the parking lot and a plaque ordered to be displayed on the outside of the building.

### **COMMISSIONERS' COMMENTS**

- Commissioner Mitchell discussed the waste collection container located here on this property. It is overflowing and has animals getting in it as well as the housekeeping staff having trouble putting trash in it. Outsiders may be using it as well. Need to look at putting a lock on it or fencing it in.
- Vice-Chairman Freeman questioned if any contractors had assessed the Edwards property yet, and the response was no; but, the Ahoskie Inspector, Paul Vaughan, is assessing it to see if we can go straight to a general contractor without an architect being involved.

Discussion was then held regarding an Information Technology (IT) Director position. The County Manager distributed a spreadsheet outlining several counties who have IT Directors, and the average salary is \$64,000. Additional information was distributed listing all the software that the County is currently using. The County Manager explained the need to continue the contract with The Soundside Group, but the County needs someone on staff to oversee all the IT-related contracts. She is proposing the position as Grade 26 between Human Resources (25) and Finance Director (27), as well as an administrative position.

On a motion by Mitchell and a second by Freeman, the Board voted unanimously to approve the hiring of an Information Technology (IT) Director, but not an administrative person. Staff was instructed to bring a detailed job description back for Board review.

Back to Commissioners' Comments:

- Commissioner Farmer asked fellow Board members to contact our legislators in support of securing funds for the Airport project.

- Vice-Chairman Freeman questioned the unpaved roads in the County, and the County Manager advised that D.O.T. had been contacted to get a report back to us.

On a motion by Freeman and a second by Mitchell, 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.

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