

**Minutes
Regular Meeting
Hertford County Board of Commissioners
Multi-Purpose Room – Judicial Center
Monday, June 19, 2017
9:00 A.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; Juan Vaughan, II, Assistant County Manager; and Teresa Cowan, Clerk to the Board

Chairman Ronald J. Gatling called the meeting to order and Commissioner William Mitchell provided the invocation.

CONSENT AGENDA

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

(1) Tax Releases (May 2017)

(2)		LEVY	VALUE	TAX
BILL#	NAME	YEAR	RELEASED	RELEASED
AHOSKIE TOWNSHIP				
MURFREESBORO TOWNSHIP				
Account: A30560.40 Reason: Personal property was listed in the wrong titled owner	Rankins, Steve	2014 2015 2016		G01 \$32.50 G01 \$31.53 G01 \$29.95
WINTON TOWNSHIP				
MANEY'S NECK TOWNSHIP				
ST. JOHN TOWNSHIP				
HARRELLSVILLE TOWNSHIP				
MANEYS NECK TOWNSHIP				
Account: 16A33643.30.1 Reason: Due to having 30 days to pay the bill, interest was released on account.	Howell, Larry	2016		G01 \$325.62

TOTAL VALUE APPROVED THIS REPORT (2016 LEVY) \$ 0.00

TOTAL TAX RELEASED THIS REPORT (2016 LEVY) \$ 355.57

TOTAL VALUE APPROVED THIS REPORT (PRIOR LEVY)	\$ <u>0.00</u>
TOTAL TAX RELEASED THIS REPORT (PRIOR LEVY)	\$ <u>64.03</u>
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE SITE 2016)	\$ <u>0.00</u>
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATON 2016)	\$ <u>0.00</u>
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE SITE 2015)	\$ <u>0.00</u>
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2015)	\$ <u>0.00</u>
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE SITE 2014)	\$ <u>0.00</u>
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2014)	\$ <u>0.00</u>
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE SITE 2013)	\$ <u>0.00</u>
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2013)	\$ <u>0.00</u>
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE SITE 2012)	\$ <u>0.00</u>
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2012)	\$ <u>0.00</u>
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE SITE 2011)	\$ <u>0.00</u>
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2011)	\$ <u>0.00</u>
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE SITE 2010)	\$ <u>0.00</u>
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2010)	\$ <u>0.00</u>
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE SITE 2009)	\$ <u>0.00</u>
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2009)	\$ <u>0.00</u>
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE SITE 2008)	\$ <u>0.00</u>
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2008)	\$ <u>0.00</u>
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCEL SITE 2007)	\$ <u>0.00</u>
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2007)	\$ <u>0.00</u>

Respectfully submitted,

Sheena R. Suggs, Tax Collector

BUDGET AMENDMENTS

On a motion by Com. Farmer and a second by Com. Freeman, the Board voted unanimously to approve the following FY 2011-2018 Hertford County Budget Ordinance Amendment #25 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:

Department	Account Number	Account Description	Amount Increase	Amount Decrease
Restricted Intergovernmental	100060 414103	Fines and Forfeitures	\$ 35,000	
School Reserve Fund	210128 448500	Fund Balance Appropriated	\$ 236,000	
GF - Transfer from Other Funds	100102 415903	Transfer from School Reserve Fund	\$ 236,000	
Total Changes in Revenue			\$ 507,000	\$ -

Net Change in Revenue	\$507,000
------------------------------	------------------

EXPENDITURE:

Department	Account Number	Account Description	Amount Increase	Amount Decrease
Public Schools	108050 528005	Fines and Forfeitures	\$ 35,000	
School Reserve Fund	214590 591000	Transfer to General Fund	\$ 236,000	
Public Schools	108050 528002	Current Capital Outlay	\$ 236,000	
Total Changes in Expenditures			\$ 507,000	\$ -

Net Change in Expenditures	\$507,000
-----------------------------------	------------------

Explanation:

To increase budget for pass-through Fines and Forfeiture funds for schools and to increase the Capital Outlay appropriation for Public Schools per Board approval on March 6, 2017.

Amendment # 25
 Approved: _____
 Posted: _____

 Finance Director Date

PUBLIC COMMENTS
 No Public Comments

PUBLIC HEARING

On a motion by Com. Freeman and a second by Com. Mitchell, the Board voted unanimously to recess Regular Session to go into a scheduled Public Hearing on the Proposed FY 2017-2018 Hertford County Budget per the following advertisement:

Pursuant to N. C. General Statute 159-11, notice is hereby given that the proposed 2017-2018 Hertford County Budget has been filed and is open for public inspection in the Office of the County Manager – Clerk to the Board – Hertford County Government Center – 115 Justice Drive, Suite #1, Winton, NC, from 8:30 am to 5:00 pm., Monday through Friday. A public hearing will be held by the Hertford County Commissioners on Monday June 19, 2017 at 7:15 pm in the Multi-Purpose Room – Judicial Center – Justice Drive – Winton, NC, to receive public comments on the proposed budget. By order of the Hertford County Board of Commissioners

Ronald J. Gatling, Chairman, Hertford County Board of Commissioners
Teresa Cowan, Clerk to the Board

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

CANCELLATION OF MEETING

On a motion by Com. Mitchell and a second by Com Freeman, the Board voted unanimously to cancel the July 3, 2017 BOC Meeting.

REGULAR SESSION

SECOND FIRST READING OF AMENDMENT OF ORDINANCE REGULATING THE PROVISION OF AMBULANCE SERVICES AND GRANTING OF FRANCHISES TO AMBULANCE SERVICE PROVIDORS

On a motion by Com. Freeman and a second by Com. Farmer, the Board voted unanimously to approve the second reading of the ordinance regulating the provision of ambulance services and granting of franchises to ambulance service providers.

MOTION:

BE IT RESOLVED, that

“AN ORDINANCE REGULATING THE PROVISION
OF AMBULANCE SERVICES AND GRANTING OF FRANCHISES
TO AMBULANCE SERVICE PROVIDERS”

be amended as follows:

A. That the current Section 1.23, which reads as follows,

“**1.23 PATIENT** The term “patient” means an individual who is sick, injured, wounded, or otherwise incapacitated or helpless such that the need for some medical assistance might be anticipated while being transported to or from a medical facility; provided that a person being transported in a vehicle equipped to handle a wheelchair, or being transported for routine dialysis, when there is not a reasonable expectation that medical assistance might be anticipated while being transported, shall not be considered a patient.”

be deleted and replaced in its entirety by the following new Section 1.23, to read as follows,

“**1.23 PATIENT** The term “patient” means an individual who is sick, injured, wounded, or otherwise incapacitated or helpless such that the need for some medical assistance might be anticipated while being transported to or from a medical facility; provided that a person being transported in a vehicle equipped to handle a wheelchair, or being transported for routine dialysis, when there is not a reasonable expectation that medical assistance might be anticipated while being

transported, shall not be considered a patient; provided further however, anyone being transported by stretcher, for any reason, is a patient and must be transported by a franchised provider.”

B. That the current Section 16.2(a), which reads as follows,

“(a) **This Ordinance** is amended and hereby restated as of June 26, 2014, replacing the Ordinance enacted on August 19, 2002, which was effective November 1, 2002, as previously amended on October 3, 2005, February 15, 2010, and August 19, 2013.”

be deleted and replaced in its entirety by the following new Section 16.2(a), to read as follows,

“(a) **This Ordinance** is amended and hereby restated as of July 1, 2017, replacing the Ordinance enacted on August 19, 2002, which was effective November 1, 2002, as previously amended on October 3, 2005, February 15, 2010, August 19, 2013, and June 26, 2014.”

C. That these amendments be effective upon enactment, following the passage of same at a first reading to be held at a regular meeting of the Hertford County Board of Commissioners on June 5, 2017, and a second reading at the regular meeting to be held on June 19, 2017, and that a revised ordinance be filed thereafter.

HERTFORD COUNTY EDC

A. Resolution Modifying the Hertford County Economic Development Commission

Loria Williams, County Manager, explained the resolution modifying the Hertford County Economic Development Commission as follows:

- a. Members of the EDC Board must adopt new bi-laws
- b. The Commission may meet as often as they like as long as the committee updates once every three months
- c. The stipend to the committee remains the same

Commissioner Horton suggested that #2 of the resolution reads as follows:
That the current EDC Director and staff becomes an employee of Hertford County rather than the EDC, effective July 1, 2017.

On a motion by Com. Freeman and a second by Com. Mitchell, the Board voted unanimously to approve the Resolution Modifying the Hertford County Economic Development Commission.

RESOLUTION MODIFYING THE HERTFORD COUNTY ECONOMIC DEVELOPMENT COMMISSION

WHEREAS, N.C.G.S., 158.8 Creation of municipal, county or regional commissions authorized; composition; joining or withdrawing from regional commissions prescribes that the governing body of any municipality or the board of county commissioners may by resolution create an economic development commission for said municipality or county; and

WHEREAS, the resolution creating a municipal, county or regional economic development commission may be modified, amended or repealed in the same manner as it was originally adopted.

NOW THEREFORE BE IT RESOLVED:

- (1) That the Hertford County Economic Development Commission (hereinafter “EDC”), which was originally established by resolution of the Hertford County Board of Commissioners as the

Hertford County Industrial Development Commission, shall be dissolved, pursuant to the provisions of North Carolina General Statutes 158-8, effective July 1, 2017.

- (2) That the current EDC Director and staff become employees of Hertford County rather than the EDC, effective July 1, 2017.
- (3) That all funds of EDC bank accounts and all assets of EDC shall revert to Hertford County, effective July 1, 2017, with transfer as soon as practicable thereafter;
- (4) That all funds transferred from EDC shall be used solely for economic development projects and expenses; and
- (5) That the members of the current EDC Board shall become members of an Economic Development Advisory Board (“EDAB”), which shall function in an advisory capacity to the Hertford County Board of Commissioners, with identical terms as currently held. This EDAB shall choose a Chair and Vice Chair and the County Executive Director shall act as Secretary and Technical Advisor. The EDAB shall meet once every three months, or more often if needed. The EDAB shall not have authority to employ personnel, enter contracts, or control funds.
- (6) That the Hertford County Board of Commissioners may assign additional roles, guidelines, and responsibilities to the EDAB in the future.

Adopted this the 19th day of June 2017.

HERTFORD COUNTY BOARD OF COMMISSION

Ronald J. Gatling, Chairman

ATTEST:

Teresa Cowan, Clerk to the Board

B. HCCBG Funding for Hertford County Office of Aging

Ms. Loria Williams, County Manager, explained that these funds were for home-delivered meals in Hertford County from the Nutrition sites. The County has added a 10% match and the services are being utilized by more people now.

On a motion by Com. Freeman and a second by Com. Mitchell, the Board voted unanimously to approve the HCCBB Funding for Hertford County Office of Aging.

Home and Community Care Block Grant for Older Adults												
County Funding Plan												
County Services Summary												
Services	Block Grant Funding				Required Local Match	Net Service Cost	NSIP Subsidy	Total Funding	Priority HCCBG Units	Priority Reimbursement Rate	Priority HCCBG Clients	Priority Total Units
	Access	In-Home	Other	Total								
Senior Ctr Ons			21000	////////	2333	23333		23333				0
Gen Trans	16803			////////	1862	18620		18620	1885	9.9		3402
Nutrition C-I			105000	////////	11667	116667	17217	133884	19060	6.05		24498
Nutrition C-II			46887	////////	5210	52097	8815	60912	8504	6.05		11425
Respite			24000	////////	2667	26667		26667	1887	14		2000
In-Home		35102		////////	3900	39002		39002	2353	16		2449
				////////	0	0		0				
				////////	0	0		0				
				////////	0	0		0				
DSR		20538		////////	2282	22820		22820	1772	13.25		1722
				////////	0	0		0				
				////////	0	0		0				
				////////	0	0		0				
Total	16803	55640	196887	269330	29926	299256	26032	325288	35461	////////	0	45501

Signature: Chairman Board of Commissioners Date

NAME AND ADDRESS		Home and Community Care Block Grant for Older Adults						DAAS-732 (Rev. 2/16)						
COMMUNITY SERVICE PROVIDER		County Funding Plan						County _____ Hertford						
Hertford County Office of Aging		Provider Services Summary						July 1, 2017 through June 30, 2018						
408 S. Camp Street								REVISION # _____, DATE : _____						
Winton, NC 27986														
Services	Service Delivery		Block Grant Funding				B	C	D	E	F	G	H	I
	Direct	Other	Access	In-Home	Other	Total	Required Local Match	Net* Serv Cost	NSIP Subsidy	Total Funding	Projected HCCBG Units	Projected Reimburse Rate	Projected HCCBG Clients	Projected Total Units
Senior Center Ops	x		21000			21000	2333	23333		23333				
General Transport	x	x	16803			16803	1867	18670		18670	1885	9.9		3407
Nutrition C I	x		105000			105000	11667	116667	17217	133884	19060	6.12		24498
Nutrition C II	x		46887			46887	5210	52097	8815	60912	8504	6.12		11425
Respite		x	24000			24000	2667	26667		26667	1887	16.15		2000
IHA		x	35102			35102	3900	39002		39002	2353	17		2449
						0	0	0		0				0
						0	0	0		0				0
						0	0	0		0				0
						0	0	0		0				0
						0	0	0		0				0
						0	0	0		0				0
						0	0	0		0				0
						0	0	0		0				0
Total			248792	0	0	248792	27644	276436	26032	302468	33689		0	43779
*Adult Day Care & Adult Day Health Care Net Service Cost														
ADC			ADHC											
Daily Care			Certification of required minimum local match availability.											
Transportation			Required local match will be expended simultaneously									Date		
Administrative			with Block Grant Funding.									Authorized Signature, Title		
Net Ser. Cost Total												Community Service Provider		
						Signature, County Finance Officer			Date			Signature, Chairman, Board of Commissioners Date		

County Managers Update

- a. Ms. Williams explained about the new operation hours of the Convenience Sites. She explained the reduced hours were done in lieu of increasing fees. She stated that the budget to handle this recede the revenues. Information will be distributed to the public via the newspaper.

Commissioners Comments

- a. Commissioner Farmer thanked the Board Members and Ms. Williams for their support during the Budget Retreat on June 5th, 2017, for good dialogue, providing budget issues and keeping the tax rate at 0.84 cents. He updated us on the Mt. Hertford project as it is being worked on and stated if we had concerns we could contact our Representative, Howard Hunter, III. Commissioner Farmer also asked if the new employee for the Soil Conservation Department had gotten any training on drainage (Ahoskie Creek). Ms. Williams assured him that any training that he would receive would come out of the Drainage Ditch budget and that she would check on it.
- b. Commissioner Freeman thanked the County Manager for a successful Open House at DSS. He thanked the Board members for keeping the citizens in mind by not raising the tax rate. He reiterated how inconvenient it was to citizens when they were not notified nor had a voice in the Mt. Hertford changes.
- c. Commissioner Mitchell had no comment.
- d. Commissioner Horton had some concerns about applications done to receive Hurricane Matthew money. The County Manager assured him that we had made applications and we were waiting to hear information on Emergency response, Utility Repairs or possible Buy outs.
- e. Chairman Gatling stated that Senator Smith-Ingram asked him to send her a list of projects that could be funded for \$290,000 within an hour. He gave her the Waterfront Project or the Veterans memorial. He also requested to have a member of DOT visit our next BOC's meeting in July to discuss the drainage issues in some of our ditches, mainly in the St. John and Highway 45 areas. They should be ready to discuss any type of aid/assistance or road funds to aid in the removal of debris/branches from these ditches.

On a motion by Com. Freeman and a second by Com. Horton, the Board voted unanimously to recess the meeting until 9:00 A.M. on June 27, 2017, at which time the FY 2017-2018 Hertford County Budget will formally be adopted.

Adjourn Meeting