

**Minutes
Regular Meeting
Hertford County Board of Commissioners
Multi-Purpose Room – Judicial Center
Monday, Aug 21, 2017
7:00 P.M.**

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

Also Present with the Board: Loria D. Williams, County Manager; Attorney Charles Revelle; Juan Vaughan, II, Assistant County Manager; and Teresa Cowan, Clerk to the Board

Chairman Ronald J. Gatling called the meeting to order and Commissioner Curtis A. Freeman provided the invocation.

CONSENT AGENDA

On a motion by Com. Farmer and a second by Com. Mitchell, the Board voted unanimously to approve the Consent Agenda as follows:

(1) Approval of Minutes

- a. August 7, 2017 - Regular Minutes

BUDGET AMENDMENTS

On a motion by Com. Mitchell and a second by Com. Freeman, the Board voted unanimously to approve the following FY 2017-2018 Hertford County Budget Ordinance Amendment # 6 as presented by Sandy Pittman, Finance Director.

AMENDMENT TO HERTFORD COUNTY BUDGET ORDINANCE FISCAL YEAR 2017-2018

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, 2018:

REVENUE:

| Department | Account Number | Account Description | Amount Increase | Amount Decrease |
|------------|----------------|--|------------------|-----------------|
| Revenues | 100112 448500 | Fund Balance Appropriated (EDC Funds) | \$ 22,000 | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | Total Changes in Revenue | \$ 22,000 | \$ - |

- | | |
|---|-------------------------|
| 1. All sums deposited by the Tax Collector to the credit of the taxing unit or received by the property official: | \$ 17,000,512.01 |
| 2. Releases allowed by the governing body (including Refunds and reductions in valuation): | \$ 46,628.55 |
| 3. The principal amount of taxes determined to be Insolvent and to be allowed as credits by the governing body: | \$ 0.00 |
| TOTAL: | \$ 17,047,140.56 |

Respectfully submitted,

Sheena Suggs, Tax Collector

SWORN TO AND SUBSCRIBED BEFORE ME, this _____ day of August, 2017.

Notary Public

My Commission expires:

ORDER TO COLLECT 2017 TAXES

On a motion by Com. Freeman and a second by Com. Mitchell, the Board voted unanimously to approve the Order to Collect 2017 Taxes as presented by Sheena Suggs, Tax Collector.

Com. Horton had questions about the Settlement Report figures (17 million) vs. the Order to Collect for Hertford County only figures (15 million).

STATE OF NORTH CAROLINA

COUNTY OF HERTFORD

To the Tax Collector of the County of **Hertford**:

You are hereby authorized, empowered, and commanded to collect the taxes set forth in the tax records filed in the office of the County Assessor and in the tax receipts herewith delivered to you on July 25, 2017, in the amounts of \$15,703,706 and from the taxpayers likewise therein set forth. Such taxes are hereby declared to be the first lien upon all real property of the respective taxpayers in the County of **Hertford**, and this order shall be a full and sufficient authority to direct, require, and enable you to levy on and sell any real or personal property of such taxpayers, for and on account thereof, in accordance with law.

Witness my hand and official seal, this _____ day of August, 2017.

(Seal)

Chairperson, Board of Commissioners of

Hertford County

Attest: _____

Clerk of Board of Commissioners of

Hertford County

LEGAL RETAINER FOR FY JULY 1, 2017-JUNE 30, 2018

On a motion by Com. Freeman and a second by Com. Mitchell, the Board voted unanimously to approve the Legal Retainer for FY 7/1/17 – 6/30/18.

BOARD APPOINTMENTS

On a motion by Com. Farmer and a second by Com. Horton, the Board voted unanimously to table the Board Appointments for the Parks and Recreation Advisory Commission until corrections could be made on the roster.

RESOLUTION APPROVING THE CONVEYANCE OF SURPLUS PROPERTY

On a motion by Com. Farmer and a second by Com. Horton, the Board voted unanimously to approve the Resolution of Conveyance of Surplus Property of Various Non-Profit Organizations presented by Juan Vaughan, Assistant County Manager.

**RESOLUTION APPROVING
THE CONVEYANCE OF SURPLUS PROPERTY
TO VARIOUS NON-PROFIT ORGANIZATIONS**

WHEREAS, under G.S. 160A-280 a county may donate to another governmental unit within the United States, a sister county, or a nonprofit organization incorporated by the United States any personal property, including supplies, materials, and equipment, that the governing board deems to be surplus, obsolete or unused; and

WHEREAS, this same statute requires the county to post a public notice at least five days prior to the adoption of a resolution approving said donation; and

WHEREAS, on Tuesday, August 15, 2017 a notice of intent to donate surplus/unused property was posted at the Courthouse.

NOW, THEREFORE BE IT RESOLVED by the Hertford County Board of Commissioners that:

1. The furniture items listed in Attachment II which are located in the former Department of Social Services Building; and
2. Said property is donated to Hertford County Public Schools, C.S. Brown Cultural Arts Center, Albemarle Regional Library, R.L. Vann Community Resource Center, and Hertford-Northampton Smart Start in accordance with G.S. 160A-280.

Adopted the 21st day of August 2017.

HERTFORD COUNTY BOARD OF COMMISSIONERS

Ronald Gatling, Chairman

ATTEST: Teresa Cowan, Clerk to the Board

**NOTICE OF INTENT TO DONATE SURPLUS/UNUSED PROPERTY LISTED TO
VARIOUS NON-PROFIT ORGANIZATIONS**

HERTFORD COUNTY, NC
IN ACCORDANCE WITH G.S. 160A-280

Hertford County Public Schools

1. Five-Drawer File Cabinet (7)
2. Two-Drawer File Cabinet (3)
3. Chair (10)
4. Wooden Office Desk (5)
5. Tall Wooden Bookshelf (1)
6. Small Desk/Mobile Station (1)
7. Tall Wooden Paper Organizer (1)
8. Projector Screen (1)
9. Rolling Storage Bin (1)
10. Long Wooden Table (1)

Hertford-Northampton Smart Start

1. Chair (7)
2. Tall Wooden Bookshelf (3)
3. Plastic Brochure/Paper Holder (1)
4. Thirty-Day Wall Organizer (1)

R. L. Vann Community Resource Center

1. Chair (17)
2. Short Wooden Bookshelf (1)
3. Large Wooden Office Desk (1)
4. Small Wooden Desk (4)
5. Tall Wooden Bookshelf (3)
6. Five-Drawer File Cabinet (3)
7. Wooden Conference Table (1)
8. Large Plastic Trash Can (1)

Albemarle Regional Library

1. Large Wooden Desk (1)
2. Five-Drawer File Cabinet (2)
3. Four-Drawer File Cabinet (1)

C. S. Brown Cultural Arts Center

1. Large Wooden Bookshelf (1)
2. Television & Converter Box (1)
3. Wooden Letter Holder (1)
4. Five-Drawer File Cabinet (1)
5. Wooden Mail Organizer (1)
6. Pin Board (1)
7. Small Metal Rack & Duster (1)

RESOLUTION AUTHORIZING REMOVAL OF DEED BOOK FOR REPAIR, RESTORATION AND REBINDING

On a motion by Com. Freeman and a second by Com. Mitchell, the Board voted unanimously to approve the Resolution to remove the Deed book for repair, restoration and rebinding presented by Melanie Storey, Register of Deeds Manager.

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

Resolution No.: _____

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 E

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 ____ of _____, 2017.

Chairman, Board of Commissioners

ATTEST

Clerk to the Board

PUBLIC COMMENTS

None

COUNTY MANAGER'S COMMENTS

None

COMMISSIONER'S COMMENTS

Com. Farmer gave updates on what was presented at NCACC Conference:

- Solar Poles are galvanized and may leave zinc in the ground which could affect crops
- Other counties have no procedure for removal of solar farms
- Introduced Project Maps
- Proposal from Division 1 in Edenton to increase Speed Limit to 60 mph on Rt. 158
- He would like to invite the two HC Representatives from the NCACC Youth Program back again to tell us what they have learned from the meeting and to show their progress.

Com. Horton thanked Com. Farmer for showing him around at the NCACC meeting and introducing him to Leadership.

On a motion by Com. Freeman and a second by Com. Horton, the Board voteunanimously to go to Closed Session.

CLOSED SESSION

Minutes of Closed Session are on file in the office of the Clerk to the Board

REGULAR SESSION

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

ADJOURN MEETING