

Minutes
Regular Meeting
Hertford County Board of Commissioners
Multi-Purpose Room – Judicial Center
Monday December 4, 2017
9:00 A.M.

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

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

Attorney Charles L. Revelle called the meeting to order and Commissioner Mitchell provided the invocation.

Attorney Revelle opened the floor for nominations for Chairman of the Board for the next year. Com. Mitchell nominated Com. Curtis Freeman which was seconded by Com. Farmer. Com. Horton nominated Com. Johnnie Farmer which was seconded by Com. Gatling. Nominations were closed.

Attorney Revelle called for the vote for Com. Freeman as Chairman which was as follows:

Mitchell:	Aye
Farmer:	Aye
Freeman:	Aye
Horton:	Nay
Gatling:	Nay

Com. Freeman was declared Chairman:

Chairman Freeman then opened the floor for nominations for Vice-Chairman for the next year. Com. Farmer nominated Com. William Mitchell which was seconded by Com. Freeman.

Attorney Revelle called for the vote for Com. Mitchell as Vice-Chairman which was as follows:

Mitchell:	Aye
Farmer:	Aye
Freeman:	Aye
Horton:	Aye
Gatling:	Aye

Com. Mitchell was declared Vice-Chairman.

CONSENT AGENDA

On a motion by Com. Gatling and a second by Com. Mitchell, the Board voted unanimously to approve the Consent Agenda.

1. Tax Refunds

- a. Local Government Employees' Federal Credit Union and the State Employees' Credit Union sent checks to pay taxpayers' tax bills for 2017. Once all payments were uploaded, it was discovered that some of their clients had already paid out their accounts. A refund needs to be sent back to SECU.
Payee: Vendor #14447

Amount: \$2,504.22

(LG - \$539.54 & SECU - \$1,964.68)

- b. Lereta sent checks to pay taxpayers' tax bills for 2017. Once all payments were uploaded, it was discovered that two of their clients had already paid out their accounts. A refund needs to be sent back to Lereta.

Payee: Vendor #10680

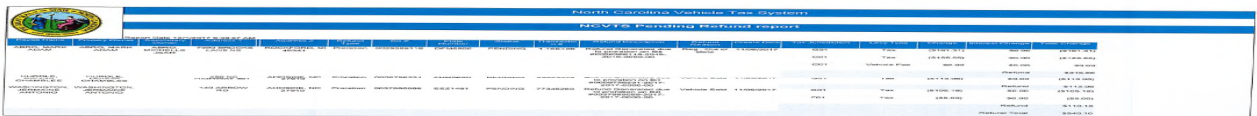
Amount: \$352.61

- c. Wells Fargo sent checks to pay taxpayers' tax bills for 2017. Once all payments were uploaded, it was discovered that two of their clients had already paid out their accounts. A refund needs to be sent back to Wells Fargo.

Payee: Vendor #7936

Amount: \$1,554.

2. Vehicle Tax Refunds



3. Monthly Meetings

- a. November 6, 2017 and Nov 20, 2017 were approved.

INTRODUCTION OF NEW HIRES

**Hertford County Personnel Report
November 2017**

<u>Employees Hired/Transfer</u>	<u>PT/FT</u>	<u>Department</u>
George Webb	FT	Detention

		Center
Curtis Majette, Jr.	PT	Detention Center
Ebony Davis	FT	DSS
Debra Peele	PT	E911
Beatrice Davis	PT	Facilities
Pamela Edwards	PT	Facilities
Linda Walden	PT	Facilities
Travis Sykes	FT	HCSO

The Commissioners, the County Attorney and the County Manager welcomed the New Hires.

HERTFORD COUNTY 4-H STUDENT – TIA THOMPSON

Ms. Tia Thompson, Hertford County's 4-H Representative joined us today and spoke on the Poultry Conference in Pitt County. She expressed the joy she received by making it to the Kentucky Finals where she placed 7th in the Nation on her experiment. She was accompanied by her mother, Mr. Bobby Jones, the Mayor of Princeville, NC, and Ms. Regina Moseley, 4-H Youth Development Agent. The Commissioners thanked her for coming and told her to keep up the good work.

Jury Commission Fees

The County Manager explained to the Commissioners that the Jury Commission meets every other year. The Stipend was always set at \$450. She referenced trying to stay consistent with changing stipends as we did with the DSS and Election Boards.

On a motion by Com. Gatling and a second by Com. Mitchell the board voted unanimously to continue with the same stipend for the Jury Commission as it always has been of \$450.00.

2018 HOLIDAY CLOSING LIST AND BOARD OF COMMISSIONERS MEETING CALENDAR

On a motion by Com. Mitchell and a second by Com. Horton the board voted unanimously voted to approve the 2018 Holiday closing List and Board of Commissioners Meeting Calendar as follows:

2018 HOLIDAY CLOSINGS FOR HERTFORD COUNTY OFFICES

New Year's Day	Monday, Jan 1 st
Martin Luther King, Jr. Day	Monday, Jan 15 th
Good Friday	Friday, Mar 30 th
Memorial Day	Monday, May 28 th
Independence Day	Wednesday, July 4 th
Labor Day	Monday, Sept 3 rd
Veterans Day	Monday, Nov 12 th
Thanksgiving	Thursday, Nov 22 nd
Thanksgiving	Friday, Nov 23 rd
Christmas	Monday, Dec 24 th
Christmas	Tuesday, Dec 25 th
Christmas	Wednesday, Dec 26 th

MEETING CALENDAR FOR 2018

HERTFORD COUNTY BOARD OF COMMISSIONERS

Tuesday, Jan 2	9:00 AM	Rescheduled Meeting due to New Year's Day
Tuesday, Jan 16	7:00 PM	Rescheduled Meeting due to ML King, Jr. Holiday
Monday, February 5	9:00 AM	Regular Meeting
Monday, February 19	7:00 PM	Regular Meeting
Monday, March 5	9:00 AM	Regular Meeting
Monday, March 19	7:00 PM	Regular Meeting
Monday, April 2	9:00 AM	Regular Meeting
Monday, April 16	7:00 PM	Regular Meeting
Monday, May 7	9:00 AM	Regular Meeting
Monday, May 21	7:00 PM	Regular Meeting
Monday, June 4	9:00 AM	Regular Meeting
Monday, June 18	7:00 PM	Regular Meeting
Monday, July 2	9:00 AM	Regular Meeting
Monday, July 16	7:00 PM	Regular Meeting
Monday, August 6	9:00 AM	Regular Meeting
Monday, August 20	7:00 PM	Regular Meeting
Tuesday, September 4	9:00 AM	Rescheduled Meeting due to Labor Day Holiday
Monday, September 17	7:00 PM	Regular Meeting
Monday, October 1	9:00 AM	Regular Meeting
Monday, October 15	7:00 PM	Regular Meeting
Monday, November 5	9:00 AM	Regular Meeting
Monday, November 19	7:00 PM	Regular Meeting
Monday, December 3	9:00 AM	Regular Meeting
Monday, December 17	7:00 PM	Regular Meeting

CANCELLATION OF THE DECEMBER 18, 2017 BOARD OF COMMISSIONERS MEETING

On a motion by Com. Gatling and a second by Com. Mitchell the board voted unanimously to cancel the December 18, 2017 Board of Commissioners Meeting.

HERTFORD COUNTY BOARD APPOINTMENTS

The Commissioners approved the following Board Appointments:

On a motion by Com. Mitchell and a second by Com. Horton, the Board voted unanimously to appoint Cynthia Askew to the **Albemarle Regional Library Board of Trustees** for a six year term to expire on 12/30/23.

On a motion by Com. Mitchell and a second by Com. Horton, the Board voted unanimously to reappoint Lynn Johnson to the **Choanoke Area Development Association** for a two year term to expire on 12/30/19.

On a motion by Com. Gatling and a second by Com. Horton, the Board voted unanimously to reappoint Lonnie Simmons to the **Hertford County ABC Board** for a three year term to expire on 12/30/20.

On a motion by Com. Mitchell and a second by Com. Horton, the Board voted unanimously to reappoint Larry Holloman to the **Hertford County ABC Board** for a three year term to expire on 12/30/20.

On a motion by Com. Mitchell and a second by Com. Gatling, the Board voted unanimously to reappoint June Warren to the **Hertford County Economic Development Board** for a three year term to expire on 12/30/20.

On a motion by Com. Horton and a second by Com. Gatling, the Board voted unanimously to appoint William Askew to the **Hertford County Economic Development Board** for a three year term to expire on 12/30/20.

On a motion by Com. Gatling and a second by Com. Horton, the Board voted unanimously to appoint John A. Hinton to the **Hertford County Economic Development Board** for a three year term to expire on 12/30/20.

On a motion by Com. Farmer and a second by Com. Mitchell, the Board voted unanimously to appoint Diana Nelson to the **Hertford County Library Board** for a six year term to expire on 12/30/23.

On a motion by Com. Gatling and a second by Com. Horton, the Board voted unanimously to reappoint Dr. Terry Hall to the **Hertford County Planning Board** for a three year term to expire on 12/30/20.

On a motion by Com. Mitchell and a second by Com. Gatling, the Board voted unanimously to reappoint F. Garry Lewter to the **Hertford County Planning Board** for a three year term to expire on 12/30/20.

On a motion by Com. Farmer and a second by Com. Gatling, the Board voted unanimously to appoint Donald Kirkland to the **Hertford County Planning Board** for a three year term to expire on 12/30/20.

On a motion by Com. Gatling and a second by Com. Mitchell, the Board voted unanimously to reappoint Dr. Terry Hall to the **Hertford County Zoning Board of Adjustments** for a three year term to expire on 12/30/20.

On a motion by Com. Gatling and a second by Com. Mitchell, the Board voted unanimously to reappoint F. Garry Lewter to the **Hertford County Zoning Board of Adjustments** for a three year term to expire on 12/30/20.

On a motion by Com. Mitchell and a second by Com. Gatling, the Board voted unanimously to appoint Donald Kirkland to the **Hertford County Zoning Board of Adjustments** for a three year term to expire on 12/30/20.

On a motion by Com. Mitchell and a second by Com. Farmer, the Board voted unanimously to appoint Anthony Marra to the **Joint Commission Advisory Committee** for a three year term to expire on 12/30/20.

On a motion by Com. Mitchell and a second by Com. Farmer, the Board voted unanimously to appoint Cynthia Deloatch to the **Medical Services Transportation Advisory Council** for a one year term to expire on 12/30/18.

On a motion by Com. Mitchell and a second by Com. Farmer, the Board voted unanimously to appoint Cynthia Deloatch to the **Parks and Recreation Advisory Commission** for a three year term to expire on 12/30/20.

On a motion by Com. Mitchell and a second by Com. Farmer, the Board voted unanimously to appoint John Hinton to the **Veterans Advisory Council**. Once the Board's membership is satisfied, terms will be given to each member.

MANAGER'S UPDATE

Ms. Williams commended Ms. Cowan for arranging the Board Appointment schedule in a legible format which made it easier for the Commissioners to understand and make decisions.

Ms. Williams reminded the commissioners of the Pre-Construction Meeting held at the Scott Edwards Building on Dec. 5, 2017 at 1:00 pm.

Ms. Williams, along with Leah Craddock, HR. Manager, provided a special recognition to Atty. Charles L. Revelle. They presented him with a plaque and a gift recognizing his achievement of 40 years with the County outlining his dedication.

Com. Farmer expressed how valuable Chuck is to the County and how he has given us good guidance throughout the years. He referred to him as the "Unsung Hero".

Com. Mitchell stated that Atty. Revelle was similar to himself in that he had a quiet personality. He commended him on his guidance for the County.

Com. Horton congratulated him on his y 40 years with the County.

Com. Freeman explained that no one knows County Government better than Chuck and he appreciates all that he does for the County.

Atty. Revelle stated that this as quite a surprise to him and very gratifying. He expressed how the Boards have changed over the last 40 years and how they take their time and think about what they are doing before they make decisions. He commended the staff and how they represent the Commissioners.

COMMISSIONERS COMMENTS

The Chairman and Vice Chairman wished everyone a Happy and Safe Holiday.

CLOSED SESSION

On a motion by Com. Gatling and a second by Com. Mitchell, the Board voted unanimously to go to 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. Gatling and a second by Com. Horton, the Board voted unanimously to return to open session.

TIPPING FEES

On a motion by Com. Mitchell and a second by Com. Horton, the Board voted unanimously to Amend Section 4 of the FY 2017-2018 Budget Ordinance, whereby the second sentence is amended to read as follow: "A Commercial Tipping Fee of \$64 per ton is hereby established for disposal of commercial waste at the solid waste facility" effective July 1, 2017.

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

ADJOURN MEETING