

**Minutes  
Regular Meeting  
Hertford County Board of Commissioners  
Multi-Purpose Room – Judicial Center  
Tuesday, January 2, 2018  
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

Chairman Curtis Freeman called the meeting to order and provided the invocation.

**CONSENT AGENDA**

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

**TAX RELEASES**

<b>BILL#</b>	<b>NAME</b>	<b>LEVY YEAR</b>	<b>VALUE RELEASED</b>	<b>TAX RELEASED</b>
<b>AHOSKIE TOWNSHIP</b>				
Acct. #11505 Parcel #13A11505.10 #14A11505.10 #15A11505.10 #16A11505.10 #17A11505.10	Melton, Wayne	2013 2014 2015 2016 2017	\$100.00 \$300.00 \$300.00 \$300.00 \$300.00	G01 - \$0.84 G01 - \$2.52 G01 - \$3.61* G01 - \$3.61* G01 - \$3.61*
Taxpayer failed to take care of personal property listing in a timely manner. Boat trailer should not have been listed by the taxpayer. Boat trailer has regular yearly plates				*Includes interest and penalties
Acct. #42047 Parcel #17A42047.10	The York Group, Inc.	2017		G01 - \$17.12 C01 - \$16.50
Taxpayer provided proof that their listing form was mailed out 3/1/17, which was the deadline in order to avoid a 10% late listing penalty.				
<b>MURFREESBORO TOWNSHIP</b>				
Acct. #17197 Parcel #17A5957387320	Thomas, Lloyd	2017		W01 - \$75.00 W02 - \$75.00
Property is not habitable or is unoccupied with no electrical service during the period of July 1, through June 30 <sup>th</sup> of the taxable year.				
<b>WINTON TOWNSHIP</b>				
Acct. #19578 Parcel #16A19578.60	Winborne, Shirley C.	2016	\$7,050	G01 - \$59.22
Taxpayer reported vehicle as personal property in error. Vehicle has current tags and taxes are paid yearly at DMV.				
<b>MANEY'S NECK TOWNSHIP</b>				
<b>ST. JOHN TOWNSHIP</b>				
<b>HARRELLSVILLE TOWNSHIP</b>				

TOTAL VALUE APPROVED THIS REPORT (2017 LEVY)	\$ 300.00
TOTAL TAX RELEASED THIS REPORT (2017 LEVY)	\$ 37.23
TOTAL VALUE APPROVED THIS REPORT (PRIOR LEVY)	\$8,050.00
TOTAL TAX RELEASED THIS REPORT (PRIOR LEVY)	\$ 69.80
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE SITE 2017)	\$ 75.00
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATON 2017)	\$ 75.00
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE SITE 2016)	\$ 0.00
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2016)	\$ 0.00
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE SITE 2015)	\$ 0.00
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2015)	\$ 0.00

Respectfully submitted, Sheena R. Suggs, Tax Collector



TEC DATA SYSTEMS Vehicle Tax Collection:											
Tax Name	Codes	Levy Balance	July	August	September	Total Collected	Oct	Nov	Dec.	Total Collected	Total Collected Second Qtr.
Hertford County	G01	\$244,744.52	(\$1,767.43)	(\$373.51)	(\$1,162.09)	(\$3,303.03)	(\$336.85)	(\$110.86)		(\$447.71)	(\$3,750.74)
Hoskie Fire District	F01	\$1,893.08	(\$5.25)	\$0.00	(\$9.57)	(\$14.82)	(\$1.32)	\$0.00		(\$1.32)	(\$16.14)
Union Fire District	F02	\$122.09	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00
Woodland Fire District	F03	\$39.26	\$0.00	\$0.00	(\$8.58)	(\$8.58)	\$0.00	\$0.00		\$0.00	(\$8.58)
Town of Ahoskie	C01	\$45,287.01	(\$166.12)	(\$77.62)	\$0.00	(\$243.74)	(\$57.25)	(\$30.27)		(\$87.52)	(\$331.26)
Ahoskie License Fees	L1	\$14,535.44	(\$70.00)	(\$19.84)	\$0.00	(\$89.84)	(\$14.17)	(\$5.02)		(\$19.19)	(\$109.03)
Town of Harrellsville	C02	\$195.08	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00
Town of Como	C03	\$173.31	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00
Town of Murfreesboro	C04	\$13,580.73	(\$0.19)	\$0.00	\$0.00	(\$0.19)	\$0.00	\$0.00		\$0.00	(\$0.19)
Murfreesboro License Fees	L4	\$4,657.42	(\$0.08)	\$0.00	\$0.00	(\$0.08)	\$0.00	\$0.00		\$0.00	(\$0.08)
Town of Winton	C06	\$4,235.78	\$0.00	(\$26.41)	\$0.00	(\$26.41)	\$0.00	\$0.00		\$0.00	(\$26.41)
Winton License Fees	L6	\$992.73	\$0.00	(\$30.00)	\$0.00	(\$30.00)	\$0.00	\$0.00		\$0.00	(\$30.00)
Town of Cofield	C07	\$2,218.87	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00
Cofield License Fees	L7	\$299.84	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00
Garnishments	GAR/RETN CK	\$303.20	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00
<b>TOTAL</b>		<b>\$333,278.36</b>	<b>\$2,009.07</b>	<b>\$527.38</b>	<b>\$1,180.24</b>	<b>(\$3,716.69)</b>	<b>(\$409.59)</b>	<b>(\$146.15)</b>	<b>\$0.00</b>	<b>(\$555.74)</b>	<b>(\$4,272.43)</b>
3% Collection Charge Collected			\$9.68	\$6.80	\$0.60	\$17.08	\$3.41	\$1.25			
<b>Tax Name</b>	<b>Tx Codes</b>		<b>Jan.</b>	<b>Feb.</b>	<b>March</b>	<b>Total Collected</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>Total Collected</b>	<b>Receivables 6/30/18</b>
Hertford County	G01					\$0.00				(\$3,750.74)	\$240,993.78
Hoskie Fire District	F01					\$0.00				(\$16.14)	\$1,876.94
Union Fire District	F02					\$0.00				\$0.00	\$122.09
Woodland Fire District	F03					\$0.00				(\$8.58)	\$30.68
Town of Ahoskie	C01					\$0.00				(\$331.26)	\$44,955.75
Ahoskie License Fees	L1					\$0.00				(\$109.03)	\$14,426.41
Town of Harrellsville	C02					\$0.00				\$0.00	\$195.08
Town of Como	C03					\$0.00				\$0.00	\$173.31
Town of Murfreesboro	C04					\$0.00				(\$0.19)	\$13,580.54
Murfreesboro License Fees	L4					\$0.00				(\$0.08)	\$4,657.34
Town of Winton	C06					\$0.00				(\$26.41)	\$4,209.37
Winton License Fees	L6					\$0.00				(\$30.00)	\$962.73
Town of Cofield	C07					\$0.00				\$0.00	\$2,218.87
Cofield License Fees	L7					\$0.00				\$0.00	\$299.84
	GAR					\$0.00				\$0.00	\$303.20
<b>TOTAL</b>			<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>		<b>(\$4,272.43)</b>	<b>\$329,005.93</b>
3% Collection Charge Collected											
Respectfully Submitted By											
Sheena Suggs											

## INTRODUCTION OF NEW HIRES

The Commissioners, the County Attorney and the County Manager welcomed Mr. Jason McAllister, a new full time employee in the Public Facilities Department to Hertford County.

## HERTFORD COUNTY BUDGET AMENDMENTS

On a motion by Com. Gatling and a second by Com. Mitchell, the Board voted unanimously to approve Budget Amendment #19 – Increase in State Allocation, as described by Sandy Pittman, Finance Director.

## SOUTHERN BANK CORPORATE RESOLUTIONS

On a motion by Com. Mitchell and a second by Com. Gatling, the Board voted unanimously to approve the signing of the Southern Bank Resolutions.

## HERTFORD COUNTY FORECLOSED PROPERTIES BIDS

Atty. Revelle asked the Commissioners to remove the following property from the list so that he could prepare a different procedure for the sale of the property:

1. Pin #6906-84-4586 (Jean Felton Property **(on market since 9/29/15)**)

On a motion by Com. Mitchell and a second by Com. Horton, the Board voted unanimously to accept for advertisement for upset bids, the Bids of the following foreclosed properties:

1. Pin #5081-19-9738 (FRB Custom Homes of NE NC LLC) **(on market since 6/21/17)(3200.00)**
2. Pin #5993-51-9499 (Carol Newsome Hollins Property) **(on market since 2/21/13) (800.00)**
3. Pin #5968-45-5728 (Frances Kay Scott Property) **(on market since 2/24/06) (500.00)**

## PARTICIPATION IN THE FEBRUARY 2018 EDITION OF THE “CROSSROADS”

On a motion by Com. Mitchell and a second by Com. Horton, the Board voted unanimously to participate in the February 2018 Edition of the Crossroads, outlined by Ms. Judy Farmer, Sales Coordinator at Roanoke Chowan News Herald.

## DEPARTMENT OF SOCIAL SERVICES UPDATE

Brenda Brown gave an update on the following:

1. HB630 – this act was passed in June 2017 and assures that DSS is doing what they are paid to do and meeting all the needs of citizens.
2. Medicaid Report Card – passed the score (85%) for processing time from May until December.
3. IMPACT Newsletter – described happenings within the department

### **HERTFORD COUNTY BOARD APPOINTMENTS**

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

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

On a motion by Com. Farmer and a second by Com. Horton, the Board voted unanimously to appoint Shelwanda White to the **Employee Advisory Council** for a two year term to expire on December 30, 2019.

On a motion by Com. Farmer and a second by Com. Horton, the Board voted unanimously to appoint Katherine Evans to the **Employee Advisory Council** for a two year term to expire on December 30, 2019.

On a motion by Com. Mitchell and a second by Com. Horton, the Board voted unanimously to reappoint Craig Castello to the Medical Services Transportation Advisory Council a one year team to expire on December 30, 2018.

On a motion by Com. Mitchell and a second by Com. Gatling, the Board voted unanimously to reappoint Johnnie G. Reid, Sr. to the Roanoke –Chowan Regional Housing Authority & Development Commission for a five year team to expire on December 30, 2022.

### **RECLASSIFICATION OF SHERIFF SERGEANT POSITION**

On a motion by Com. Mitchell and a second by Com Farmer, the Board voted unanimously to approve reclassification of the Deputy Sheriff Sergeant position from Grade 17 to Grade 16.

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

The County Manager would like to reschedule the Community Leaders Forum on January 18, 2018, and to invite the SERCAP Group to be present at the meeting to discuss the Infrastructure Study.

### **COMMISSIONER'S UPDATE**

Com. Farmer referred to the Hunting Article in the RC News Herald where it discussed shortening the Deer Season by 2 weeks and how it affects the County (Hunters, HC Business and Hunt Clubs). He spoke about the January 23, 2018 Public Hearing in Edenton, NC, at 7:00 pm, at John A. Holmes School being held by the Wildlife Commission. He reiterated that this was a State issue and not a County issue and we will be letting our citizens know that. The Assistant County Manager was asked to provide a resolution.

Atty. Revelle stated that at least one Commissioner from our group should attend the Public Hearing on 1/23/18 to express our concerns.

### **CLOSED SESSION**

On a motion by Com. Gatling and a second by Com Mitchell, the Board agreed to go to Closed Session. Minutes of Closed Session are on file in the office of the Clerk to the Board.

### **RETURN TO REGULAR SESSION**

On a motion by Com. Gatling and a second by Com Mitchell, the Board agreed to return to Open Session.

### **ADJOURN**