Minutes
Regular Meeting
Hertford County Board of Commissioners
Multi-Purpose Room – Judicial Center
Monday, March 5, 2018
9:00 A.M.

Present: Curtis A. Freeman, Sr., William F. Mitchell, Jr. and Johnnie R. Farmer

Also Present with the Board: Loria D. Williams, County Manager; Attorney Chuck 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.

Com. Farmer asked the group to pray for Chairman Freeman’s mother-in-law who passed away this weekend.

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

1. Ad Valorem Tax Refund
   a. Ruby Ford made payments on parcel #17A6916054161. It was discovered after the taxes were paid in full that the Homestead Exclusion was applied, but was dropped off after the parcel number was changed. The amount of the exclusion should be refunded in the amount of $203.41.

2. Vehicle Tax Refund
   a. Debt Setoff funds were received for Bryant Davis in the amount of $175.37 for delinquent vehicle taxes. One of the Bills had already been paid; therefore Mr. Davis is due a refund in the amount of $111.20.

3. Vehicle Tax Refunds

4. Approval of Regular Monthly Minutes
   a. January 2, 2018
   b. January 16, 2018
   c. February 5, 2018
   d. February 19, 2018

NEW COUNTY EMPLOYEES
The Commissioners welcome the below new employees to Hertford County:

Hertford County Personnel Report
March 2018

<table>
<thead>
<tr>
<th>Employees Hired</th>
<th>PT/FT</th>
<th>Department</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jessica Hoggard</td>
<td>FT</td>
<td>Sheriff’s Dept/Animal Control</td>
</tr>
<tr>
<td>Jenny Jenkins</td>
<td>PT</td>
<td>E911</td>
</tr>
<tr>
<td>Judith Raynor</td>
<td>FT</td>
<td>Detention Center</td>
</tr>
<tr>
<td>Larry Cooper</td>
<td>PT</td>
<td>Solid Waste</td>
</tr>
<tr>
<td>Lorenzo Cooper</td>
<td>PT</td>
<td>Solid Waste</td>
</tr>
</tbody>
</table>

At this time, Keri Askew introduced the nominee and winner for the Employee of the 1st Quarter, Teresa Cowan (Admin Asst. and Clerk to the Board) and the winner of the Employee of the
2nd Quarter, Kathleen Toure’ (Payroll Specialist). They were both congratulated by the Commissioners.

**HERTFORD COUNTY BUDGET AMENDMENTS**

On a motion by Com. Mitchell and a second by Com. Farmer, the Board voted unanimously to approve the following Hertford County Budget Amendments 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:**

<table>
<thead>
<tr>
<th>Department</th>
<th>Account Number</th>
<th>Description</th>
<th>Amount Increase</th>
<th>Amount Decrease</th>
</tr>
</thead>
<tbody>
<tr>
<td>Restricted Intergovernmental - DSS</td>
<td>100063 418702</td>
<td>Medical Transportation</td>
<td>$ 80,000</td>
<td></td>
</tr>
<tr>
<td>Restricted Intergovernmental - DSS</td>
<td>100063 418900</td>
<td>Daycare</td>
<td>$ 693,574</td>
<td></td>
</tr>
<tr>
<td>Restricted Intergovernmental - DSS</td>
<td>100063 418300</td>
<td>Smart Start</td>
<td>$ 161,424</td>
<td></td>
</tr>
</tbody>
</table>

Total Changes in Revenue $ - $ 934,998

**EXPENDITURE:**

<table>
<thead>
<tr>
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<th>Account Number</th>
<th>Description</th>
<th>Amount Increase</th>
<th>Amount Decrease</th>
</tr>
</thead>
<tbody>
<tr>
<td>Public Assistance</td>
<td>104440 569003</td>
<td>Medical Transportation</td>
<td>$ 80,000</td>
<td></td>
</tr>
<tr>
<td>Public Assistance</td>
<td>104440 569101</td>
<td>Daycare</td>
<td>$ 693,574</td>
<td></td>
</tr>
<tr>
<td>Public Assistance</td>
<td>104440 569104</td>
<td>Smart Start</td>
<td>$ 161,424</td>
<td></td>
</tr>
</tbody>
</table>

Total Changes in Expenditures $ - $ 934,998

**Explanation:**

To reduce budget for DSS because payments previously are made by the County as a pass-through entity are now being paid directly by the state.

Amendment #22

Approved: __________________

Finance Director		Date

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</tr>
</thead>
<tbody>
<tr>
<td>Restricted Intergovernmental - DSS</td>
<td>100063 418701</td>
<td>LIHEAP</td>
<td>$ 20,000</td>
<td></td>
</tr>
</tbody>
</table>

Total Changes in Revenue $ 20,000 $ -
<table>
<thead>
<tr>
<th>Department</th>
<th>Account Number</th>
<th>Account Description</th>
<th>Amount Increase</th>
<th>Amount Decrease</th>
</tr>
</thead>
<tbody>
<tr>
<td>Public Assistance</td>
<td>104440 563001</td>
<td>LIHEAP</td>
<td>$20,000</td>
<td></td>
</tr>
</tbody>
</table>

**Total Changes in Expenditures** | $20,000 | $-

**Net Change in Expenditures** | $20,000

**Explanation:**

To increase LIHEAP budget to due increased funding.

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**DEPARTMENT OF TRANSPORTATION UPDATE**

Mr. Jerry Jennings, Division Project Engineer for the North Carolina Department of Transportation discussed updates and current projects that affect Hertford County. He introduced members of his staff.

Com. Mitchell was very interested in the HMIP (Highway Maintenance Improvement Program) as if affects the known drainage issues here in the county.

Com. Farmer thanked him for being responsible in supporting RPO and received an explanation as to how taking out the stop lights on the Rt. 11 Bypass will impact school buses.

Chairman Freeman thanked Mr. Jennings for the information provided and felt that all of the proposed improvements will help to “Sell” Hertford County and make it a place that businesses would like to settle.

**NEW AHOSKIE ELEMENTARY SCHOOL OPTIONS**

Mr. David Shields thanked the Commissioners and the Sheriff for increased security presence in the school systems.

Dr. Wright thanked the Commissioners for their help with considering building a new elementary school in Hertford County to house 4th and 5th grade students.

Mr. Tom Hughes of SFL+a Architects presented 3 concepts to the Commissioners with Floor Plans, Site Plans and Cost for each. He presented a project schedule. He explained the difference between an auditorium and gymnatorium and their functionality. Several questions were asked about the classroom sizes as opposed to the number of students. The Commissioners thanked Mr. Hughes for his presentation.

**FORECLOSURE BIDS FOR PROPERTIES**

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

1. PIN 5993-91-2045 (Adelaide Vaughan, Heirs) ($1500)
2. PIN 5993-91-1315,1289 (Adelaide Vaughan, Heirs) ($3500)

**COUNTY MANAGER’S UPDATE**

There were no County Manager Updates

**COMMISSIONER’S UPDATE**

Com. Mitchell expressed kind words about Chairman Freeman’s mother-in-law and stated that she was a very special and endearing person. We are all sorry for his loss.
CLOSED SESSION
On a motion by Com. Mitchell and a second by Com. Farmer, 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. Farmer and a second by Com. Mitchell, the Board voted unanimously to return to regular session.

ADJOURN