

**MINUTES2  
REGULAR MEETING  
HERTFORD COUNTY BOARD OF COMMISSIONERS  
MULTI-PURPOSE ROOM – JUDICIAL CENTER  
MONDAY JULY 16, 2018  
7 P.M.**

**PRESENT:**

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

**ALSO PRESENT WITH THE BOARD:**

Loria Williams, County Manager  
Juan Vaughan, Asst. County Manager  
Attorney Chuck Revelle  
Teresa Bond, Clerk to the Board

Chairman Curtis A. Freeman called the Meeting to order and Com. Farmer provided the invocation.

**CONSENT AGENDA:**

Chairman Freeman removed the regular meeting minutes from 6/18/18 and the reconvened minutes from 6/27/18 from the Consent Agenda to make necessary corrections.

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

**1. NCVTS Pending Vehicle Refunds**

North Carolina Vehicle Tax System																
NCVTS Pending Refund report																
Report Date																
Payee Name	Primary Owner	Address 1	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description	Refund Reason	Create Date	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
COPELAN D, BRENDA BRINKLEY	COPELAND, BRENDA BRINKLEY	142 BRINKLEYVILLE RD	AHOSKIE, NC 27910	Proration	0010169234	BED4525	PENDING	88174430	Refund Generated due to proration on Bill #0010169234-2017-2017-0000-00	Vehicle Sold	06/06/2018	G01	Tax	(\$116.25)	\$0.00	(\$116.25)
												F01	Tax	(\$5.53)	\$0.00	(\$5.53)
												Refund				\$121.78
EDWARD S, MICHAEL SCOTT	EDWARDS, MICHAEL SCOTT	PO BOX 218	MURFREESBORO, NC 27855	Proration	0020228798	WTV2000	PENDING	1.33E+08	Refund Generated due to proration on Bill #0020228798-2017-2017-0000-00	Vehicle Sold	06/21/2018	G01	Tax	(\$64.68)	\$0.00	(\$64.68)
												C04	Tax	(\$50.82)	\$0.00	(\$50.82)
												C04	Vehicle Fee	\$0.00	\$0.00	\$0.00
Refund				\$115.50												
POWELL, WILLIAM MILTON	POWELL, WILLIAM MILTON	1049 NC 45 SOUTH	COFIELD, NC 27922	Proration	0035292785	EJF1564	PENDING	44255359	Refund Generated due to proration on Bill #0035292785-2017-2017-0000-00	Tag Surrender	06/13/2018	G01	Tax	(\$127.20)	\$0.00	(\$127.20)
												Refund				\$127.20





## 4. Collection Percentage Report for Real Personal Property

											Percentage	Percentage	Percentage
											Collected	Collected	Collected
											2017-2018	2016-2017	2015-2016
Name	TX CDE	July	Aug.	Sept.	Total 1st Qtr.	Oct.	Nov.	Dec.	Total 2nd Qtr.	Mid-Year			
Hertford County	G01	0.65	8.61	9.88	19.14	4.4	18.82	23.82	47.04	66.18	68.52	67.70	
Public Utility	G02	0	0	0	0	0.22	13.42	76.21	89.85	89.85	89.40	85.15	
Hoskie Fire District	F01	0.53	6.22	6.98	13.73	3.9	23.79	31.01	58.7	72.43	59.92	70.19	
Union Fire District	F02	0.03	7.37	4.38	11.78	6.97	18.64	15.53	41.14	52.92	70.96	77.21	
Woodland Fire District	F03	0	12.08	4.09	16.17	11.45	10.93	25.75	48.13	64.3	61.35	55.32	
Dog	D01	0.6	10.47	11.67	22.74	4.95	20.44	19.33	44.72	67.46	65.68	73.71	
Town of Ahoskie	C01	0.45	8.31	3.87	12.63	2.72	16.5	30.26	49.48	62.11	59.51	61.88	
Town of Harrellsville	C02	0.01	11.14	9.96	21.11	1.65	25.62	30.38	57.65	78.76	75.33	84.29	
Town of Como	C03	0.01	4.01	3.68	7.7	15.91	22.08	33.98	71.97	79.67	75.20	76.82	
Town of Murfreesboro	C04	0.58	9.07	8.17	17.82	2.63	29.57	24.16	56.36	74.18	78.29	77.20	
Town of Winton	C06	2.17	5.42	6.26	13.85	2.71	12.62	27.95	43.28	57.13	54.14	56.29	
Town of Cofield	C07	0.03	11.8	9.43	21.26	1.72	14.35	42.51	58.58	79.84	83.80	80.60	
Collection Recycle	W01	0.61	7.01	6.75	14.37	5.05	24.73	15.71	45.49	59.86	60.18	60.60	
Landfill Operaton	W02	0.61	7.01	6.75	14.37	5.05	24.73	15.71	45.49	59.86	60.18	60.33	
Ahoskie Creek	AC	0.35	7.01	4.2	11.56	4.63	13.53	35	53.16	64.72	64.30	73.15	
Horse Flat	HF	0.72	6.92	7.42	15.06	8.77	11.22	24.03	44.02	59.08	55.84	51.64	
Name	TX CDE	JAN.	FEB.	MARCH	Total 3rd Qtr.	April	May	June	Total 4th Qtr.	FY 2017-2018	FY 2016-2017	FY 2015-2016	
						% Collected	% COLLECTED	% COLLECTED					
Hertford County	G01	22.64	2.46	2.47	27.57	0.91	0.46	0.33	1.70	95.45	95.82	95.89	
Public Utility	G02	10.15	0	0	10.15	0.00	0	0	0.00	100.00	100.00	100	
Hoskie Fire District	F01	16.89	3.52	1.1	21.51	1.47	0.26	0.25	1.98	95.92	95.87	95.6	
Union Fire District	F02	13.44	0.53	1.24	15.21	9.08	0.51	0.29	9.88	78.01	96.74	97.49	
Woodland Fire District	F03	21.84	5.74	1.3	28.88	0.33	1.61	0.04	1.98	95.16	92.67	92.93	
Dog	D01	17.02	4.58	3.05	24.65	1.47	1.47	0.29	3.23	95.34	95.97	95.84	
Town of Ahoskie	C01	30.94	2.07	0.95	33.96	0.32	0.41	0.12	0.85	96.92	96.48	96.94	
Town of Harrellsville	C02	13.75	2.01	0.38	16.14	0.4	0	1.92	2.32	97.22	96.45	97.07	
Town of Como	C03	9.82	4.72	2.78	17.32	0.13	0.13	0	0.26	97.25	97.15	98.46	
Town of Murfreesboro	C04	19.14	1.63	1.67	22.44	0.5	0.43	0.14	1.07	97.69	97.76	98.01	
Town of Winton	C06	11.34	3.69	1.82	16.85	1.63	0.19	4.24	6.06	80.04	85.02	81.63	
Town of Cofield	C07	9.18	2.46	1.01	12.65	0.96	2.43	0.28	3.67	96.16	97.23	96.07	
Collection Recycle	W01	14.81	5.16	3.99	23.96	1.68	1.15	0.7	3.53	87.35	87.45	87.46	
Landfill Operaton	W02	14.81	5.16	3.99	23.96	1.68	1.15	0.7	3.53	87.35	87.45	87.19	
Ahoskie Creek	AC	25.33	3.88	2.76	31.97	0.32	0.25	0.12	0.69	97.38	97.39	97.71	
Horse Flat	HF	29.01	4.64	1.08	34.73	0.42	0.35	0.31	1.08	94.89	92.25	94.34	
Respectfully Submitted By													
Sheena Suggs													

## 5. Settlement for Current Taxes for FY 2017-18

### SETTLEMENT FOR CURRENT TAXES FOR FISCAL YEAR 2017-2018

TO: Hertford County Board of Commissioners  
 FROM: Sheena Suggs, Tax Collector  
 DATE: July 5, 2018

**CHARGES TO THE COLLECTOR:**

- Total amount of all taxes placed in the Tax Collector's hands for collection for the year:

\$ 19,212,129.34

2. All late listing penalties and costs collected by the Tax Collector:	\$ 62,194.57
3. All interest on taxes collected by the Tax Collector:	\$ 129,406.72
<b>TOTAL:</b>	<b>\$ 19,403,730.63</b>

CREDITS TO THE TAX COLLECTOR:

1. All sums deposited by the Tax Collector to the credit of the taxing unit or received by the property official:	\$ 16,961,775.89
2. Releases allowed by the governing body (including Refunds and reductions in valuation):	\$ 85,626.30
3. The principal amount of taxes determined to be Insolvent and to be allowed as credits by the governing body:	\$ 2,764.24
<b>TOTAL:</b>	<b>\$ 17,050,166.43</b>

Respectfully submitted,

\_\_\_\_\_  
Sheena Suggs, Tax Collector

SWORN TO AND SUBSCRIBED BEFORE ME, this \_\_\_\_\_ day of July, 2018.

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Notary Public

My Commission expires:  
\_\_\_\_\_

**6. Tax Releases Ending June 30, 2018**

**RELEASES FOR MONTH ENDING  
June 30, 2018**

BILL#	NAME	LEVY YEAR	VALUE RELEASED	TAX RELEASED
<b>AHOSKIE TOWNSHIP</b>				
<b>MURFREESBORO TOWNSHIP</b>				
<b>WINTON TOWNSHIP</b>				
<b>MANEY'S NECK TOWNSHIP</b>				
Acct. #37492 Parcel #11A37492.30  Boat was not located in Hertford Co. NC in 2011. Taxpayer sold his house and moved to VA in 2010. Situs was not Hertford County.	Scribner, Joshua L.	2011	10,914	G01 -\$91.68
<b>ST. JOHN TOWNSHIP</b>				

<b>HARRELLSVILLE TOWNSHIP</b>				

TOTAL VALUE APPROVED THIS REPORT (2017 LEVY)	\$ <u>0.00</u>
TOTAL TAX RELEASED THIS REPORT (2017 LEVY)	\$ <u>0.00</u>
TOTAL VALUE APPROVED THIS REPORT (PRIOR LEVY)	\$ <u>10,914.00</u>
TOTAL TAX RELEASED THIS REPORT (PRIOR LEVY)	\$ <u>91.68</u>

Respectfully submitted, Sheena R. Suggs, Tax Collector

**ORDER TO COLLECT TAXES:**

On a motion by Com. Mitchell and a second by Com. Farmer the Board voted unanimously to table the Order to Collect Real/Personal/Public Service Company taxes for the 2018-2019 Fiscal Year until more information could be obtained.

**HERTFORD COUNTY BUDGET AMENDMENTS:**

On a motion by Com. Mitchell and a second by Com. Farmer the Board voted unanimously to approve Budget Amendment #1 to carry forward unspent Earmarked Funds for the Sheriff Dept.

**AMENDMENT TO HERTFORD COUNTY BUDGET ORDINANCE FISCAL YEAR 2018-2019**

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, 2019:

**REVENUE:**

Department	Account Number	Account Description	Amount Increase	Amount Decrease
Revenue	100112-448500	Fund Balance Appropriated	\$ 3,569	
<b>Total Changes in Revenue</b>			<b>\$ 3,569</b>	<b>\$ -</b>

<b>Net Change in Revenue</b>	<b>\$3,569</b>
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**EXPENDITURE:**

Department	Account Number	Account Description	Amount Increase	Amount Decrease
Sheriff	104180-527000	Earmarked Funds	\$ 3,569	





**Explanation:**

To carry forward unspent grant funds.

Amendment # 3  
 Approved: \_\_\_\_\_  
 Posted: \_\_\_\_\_

\_\_\_\_\_  
 Finance Director Date

On a motion by Com. Mitchell and a second by Com. Horton the Board voted unanimously to approve Budget Amendment #3 for the Surry Grant funding.

**AMENDMENT TO HERTFORD COUNTY BUDGET ORDINANCE FISCAL YEAR 2018-2019**

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, 2019:

**REVENUE:**

Department	Account Number	Account Description	Amount Increase	Amount Decrease
Revenue	100080-527002	Surry Funds	\$ 700	
<b>Total Changes in Revenue</b>			<b>\$ 700</b>	<b>\$ -</b>

<b>Net Change in Revenue</b>	<b>\$700</b>
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**EXPENDITURE:**

Department	Account Number	Account Description	Amount Increase	Amount Decrease
Surry Funds	104200-527002	Surry Funds	\$ 700	
<b>Total Changes in Expenditures</b>			<b>\$ 700</b>	<b>\$ -</b>

<b>Net Change in Expenditures</b>	<b>\$700</b>
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**Explanation:**

Budget for Surry grant funding.

Amendment 4



## **SCHEDULING A PUBLIC HEARING**

HC Planning Board & Zoning Board of Adjustment has requested a Public Hearing. The Hertford County Commissioners scheduled the hearing for Monday, August 6, 2018 at 9:15 am for the following request:

Request the Hertford County Board of Commissioners to Schedule a PUBLIC HEARING for the purpose of hearing and considering public comments on a request by Kenny Habul to rezone property owned by Tommy V. Castelov and Melissa A. Castelov from Residential Agricultural (RA-30) to Light Industrial (IL) approximately 18 acres of property identified in Hertford County Land Records as PIN# 5972-74-8190 and addressed as 509 NC 42 West. The property is located on the Southside of NC Hwy 42 approximately 1,157' west of its intersection with SR 1108, known as Bonner Bridge Road. At the regular monthly meeting of the Hertford County Planning Board on July 10, 2018 following a Public Hearing, the Board voted unanimously to recommend the request be granted.

## **HERTFORD COUNTY BOARD APPOINTMENTS**

On a motion by Com. Gatling and a second by Com. Mitchell the Board voted unanimously to re-appoint Wendell Hall to the Region Q Workforce Development Board for a two year term ending 6/30/20.

On a motion by Com. Mitchell and a second by Com. Gatling the Board voted unanimously to appoint Amy Braswell to the Region Q Workforce Development Board for a two year term ending 6/30/20.

## **ASSISTANT COUNTY MANAGER'S COMMENTS**

Mr. Juan Vaughan, Assistant County Manager, explained that the NC Dept. of Health and Human Services accepted the responses from Hertford County from the 2016 Audit and it is now closed.

## **COMMISSIONERS COMMENTS**

Com. Farmer asked that the Commissioners follow Board Policy when reviewing applications. Com. Horton agreed. Com. Farmer also stated that there should be a policy book for all new Commissioners and Supervisors.

Com. Gatling discussed the opening of the Nutrition Site in Ahoskie (Aug). He also wanted to know what decision was made on the Old Courthouse and what was decided about the records and files.

## **CLOSED SESSION**

Minutes of closed session are on file in the office of the Clerk to the Board.

