

**MINUTES
REGULAR MEETING
HERTFORD COUNTY BOARD OF COMMISSIONERS
MULTI-PURPOSE ROOM – JUDICIAL CENTER
MONDAY AUGUST 6, 2018
9 A.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. Gatling provided the invocation.

CONSENT AGENDA:

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

1. Tax Refunds:

Jones & Carter submitted a prepayment in the amount of \$431.48 to be posted to account #45842 for parcel #5992-56-8901 on 2/22/18. Since then the abstract has been deleted and the account changed to reflect Rhema Word Church of Deliverance. There is not abstract with Rhema for this parcel. Refund should go back to Jones & Carter, PA.

REFUND: Vendor #1424 - Jones & Carter, P.A.
PO Box 986
304 W. Sunset St.
Ahoskie, NC 27910
Amount: \$431.48

2. The following meeting minutes were approved:

June 18, 2018 – Regular Minutes
July 16, 2018 – Regular Minutes
July 27, 2018 – Reconvened Minutes

INTRODUCTION OF NEW EMPLOYEES:

Keri Askew, Human Resources Manager, introduced Wayne Brooks, PT Bailiff in the Sheriff's Department to the Commissioners. The Commissioners welcomed him to Hertford County.

NOMINEE AND WINNER OF HERTFORD COUNTY EMPLOYEE OF THE 4TH QUARTER:

Keri Askew, Human Resources Manager, provided the nominations for the Employee of the 4th Quarter. They all received a certificate.

Kathy Richmond of DSS was recommended by Debbie Cobb of DSS
Nekia Gilliam of DSS was recommended by Supervisor Jackie White of DSS
Lisa Pope of DSS was recommended by Director Brenda Brown of DSS
Kim Smith of EMS was recommended by Pam Carr of EM

The Winner for the Employee of the 4th Quarter was Kim Smith of Emergency Management Services. She received a Certificate and a check for \$250.

The Commissioners congratulated each of them for going beyond the call of duty.

HERTFORD COUNTY JOB DESCRIPTIONS

Com. Gatling asked for an explanation or connection of how the Director of Planning position related to Economic Development. The County Manager explained that this position prepares the county for development, builds a foundation for Economic Development and searching for grants for the County.

On a motion by Com. Mitchell and a second by Com. Farmer, the Board voted unanimously to approve the Director of Planning Job Description.

An addition to the Deputy Director of Emergency Management/Fire Marshall position added certifications as Special Requirements which helps the County on insurance rates.

On a motion by Com. Mitchell and a second by Com. Gatling, the Board voted unanimously to approve the Deputy Director-Emergency Management/Fire Marshall Job Description.

On a motion by Com. Gatling and a second by Com. Mitchell, the Board voted unanimously to recess Regular Session to go into a Public Hearing.

PUBLIC HEARING

Josephine Green read the Notice of Public Hearing requesting t to rezone property owned by Tommy V. and Melissa A. Castelow from Residential Agricultural (RA-30) to Light Industrial (IL). The Notice read as follows:

NOTICE OF PUBLIC HEARING

THE PUBLIC SHOULD TAKE NOTICE the Hertford County Board of Commissioners will hold a Public Hearing on MONDAY, AUGUST 6, 2018 at 9:15 A.M. in the MULTI-PURPOSE ROOM – JUDICIAL CENTER LOCATED AT 119 JUSTICE DRIVE, WINTON, N.C. for the purpose of hearing and considering public comments on a request by Kenny Habul to rezone property owned by Tommy V. Castelow and Melissa A. Castelow from Residential Agricultural (RA-30) to Light Industrial (IL). The property proposed for rezoning is approximately 18 acres and identified in Hertford County Land Records as PIN# 5972-74-8190, 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.

A copy of the full proposal is available for public inspection in the Planning Department located at Hertford County Government Center, 115 Justice Drive, Winton, NC between the hours of 8:30 A.M. to 5:00 P. M. For further information, call the Planning & Zoning Department at 252-358-7801.

Interested citizens will be heard on this issue. Following the Public Hearing, the Hertford County Board of Commissioners may adopt, revise, or reject the requested rezoning.

This the 26th day of July, 2018

Curtis A. Freeman, Sr., Chairman

Hertford County Board of Commissioners

- Comments from Linda Nwadike of SunEnergy1 stated that 18 acres of the property would be used for a Warehouse.
- Atty. Revelle stated that all uses permitted in the IL District must be considered, regardless of a statement on intent to use a warehouse or a Solar Farm. He also stated if they had 3 of the 4 conditions (Natural Gas, Water, Waste Water and Rail/Barge) it could not be used for that a solar farm.
- Com. Farmer asked if the warehouse is a permanent location, could it generate tax.

On a motion by Com. Gatling and a second by Com. Mitchell, the Board voted unanimously to return to Regular Session.

On a motion by Com. Farmer and a second by Com. Mitchell, the Board voted unanimously to approve the rezoning of property owned by Tommy V. and Melissa A. Castelow from RA-30 to IL.

HERTFORD COUNTY BUDGET AMENDMENTS

On a motion by Com. Gatling and a second by Com. Mitchell, the Board voted unanimously to approve Budget Amendment #5 (Budget for prior year 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	
Total Changes in Revenue			\$ 700	\$ -
			Net Change in Revenue \$700	
EXPENDITURE:				
Department	Account Number	Account Description	Amount Increase	Amount Decrease
Surry Funds	104200-527002	Surry Funds	\$ 700	
Total Changes in Expenditures			\$ 700	\$ -
			Net Change in Expenditures \$700	
Explanation:				
Budget for prior year Surry grant funding.				
			Amendment #	5
			Approved:	
			Posted:	
Finance Director	Date			

On a motion by Com. Gatling and a second by Com. Mitchell, the Board voted unanimously to approve Budget Amendment #6 (Budget transfer 4-H and Ag Ext Trust funds to new Agency Fund per Resolution approved by Board on June 27, 2018).

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	\$ 20,481	
		(Earmarked Funds - 4-H and Ag Ext Trust)		
Total Changes in Revenue			\$ 20,481	\$ -
			Net Change in Revenue	\$20,481
EXPENDITURE:				
Department	Account Number	Account Description	Amount Increase	Amount Decrease
Transfers	109500-591300	Transfer to Fund 13	\$ 20,481	
Total Changes in Expenditures			\$ 20,481	\$ -
			Net Change in Expenditures	\$20,481
Explanation:				
			Amendment #	6
			Approved:	
			Posted:	
Finance Director	Date			

ORDER TO COLLECT TAXES

On a motion by Com. Gatling and a second by Com. Horton, the Board voted unanimously to approve the Order to collect real, personal and public service company taxes for the 2018-2019 levy years.

DEPARTMENT OF SOCIAL SERVICES JOB DESCRIPTIONS

Ms. Brenda Brown presented 3 Department of Social Services Job Descriptions with added duties.

On a motion by Com. Gatling and a second by Com. Mitchell, the Board voted unanimously to approve the Social Worker III Supervisor (Child & Adult Protective Services) job description.

On a motion by Com. Mitchell and a second by Com. Gatling, the Board voted unanimously to approve the Social Worker!! (Intake/Home Studies/Courtesy Adult/Children Services Unit) job description.

On a motion by Com. Mitchell and a second by Com. Gatling, the Board voted unanimously to approve the Social Work II Supervisor (Child Day Care (CDC) Medical Transportation (MT) Work first (WF) job description.

Commissioner Horton asked to be provided with an Organizational Chart for DSS.

2018 NCACC DISTRICT CAUCUS

On a motion by Com. Mitchell and a second by Com. Gatling, the Board voted unanimously to select Com. Johnnie Farmer to represent the districts on the Association's Board of Directors at the NCACC Annual Conference held on August 24, 2018.

COUNTY MANAGER'S COMMENTS

The County Manager updated the Commissioners on the following items:

- Ms. Williams discussed the response received from DOT concerning the addition of the secondary road system at the end of Askew Lane in St. Johns. DOT stated the road did not meet the minimum requirements for the addition because the subdivision road was not established until after Sept. 30, 1975.
- Ms. Williams asked James Broglin to tell the Commissioners of the EMS Customer Survey comments (KUDOS) received about his employees (Rachel O'Neal, Brandi Deans and James Broglin). The Commissioners commended the staff on their fantastic job.
- Ms. Williams reminded the Commissioners of Congressman Butterfield's visit on Thursday, August 30, 2018 at 2:00 pm in the Courthouse Multi-Purpose Room.

COMMISSIONER'S COMMENTS

- Com. Gatling asked if there may be a way that we could find some State or Federal funds to fix non-standard roads in the areas near Askew Lane/Carolina Road in St. Johns to bring them to DOT's standard, as well as other non-standard roads in the county.
- Com. Horton felt that we should invite our Senators, Governor and DOT to the Congressman Butterfield visit on Aug. 30.
- Com. Mitchell commented that we have very good employees and he was very glad to see so many accolades, kudos and nominees for employee of the quarter.
- Com. Farmer commented on Solar Farms not generating any money for the County.

On a motion by Com. Mitchell and a second by Com. Horton, the Board voted unanimously to go to Closed Session

CLOSED SESSION

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

On a motion by Com. Farmer and a second by Com. Mitchell, the Board voted unanimously to return to Regular Session and Adjourn.