

**MINUTES
REGULAR MEETING
HERTFORD COUNTY BOARD OF COMMISSIONERS
MULTI-PURPOSE ROOM – JUDICIAL CENTER
MONDAY, OCTOBER 1, 2018
9:00 AM**

PRESENT:

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

Absent:

Johnnie R. Farmer

ALSO PRESENT WITH THE BOARD:

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

Chairman Curtis Freeman called the Meeting to order and Commissioner Ronald 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. Approval of Regular Meeting Minutes for September 4, 2018
2. Approval of Collection Report Vehicle Tax
3. Approval of Collection Percentage Report Real-Personal Tax
4. Approval of Collection Report Real Personal Property Tax
5. Approval of Tax Releases Ending August 31, 2018
6. Approval of North Carolina Vehicle Tax System Pending Refunds

INTRODUCTION OF NEW HERTFORD COUNTY EMPLOYEES

Keri Askew introduced new County employees. The Commissioners welcomed them.

Hertford County Personnel Report October 1, 2018 Board Meeting

<u>Employees Hired</u>	<u>PT/FT</u>	<u>Department</u>	<u>Type</u>
George Williams	FT	Sheriff Dept	Deputy Sheriff
Courtney Pierce	FT	Public Works	Senior Administrative Assistant
Zyriphia Edmond	FT	E911	Dispatcher
Tory Hawkins	FT	Detention Center	Detention Officer
Michael Bass	FT	Detention Center	Detention Officer
Cassandra Buffaloe	FT	Detention Center	Detention Officer
Kecia Bowser	PT	Detention Center	Detention Officer
Felicia Vaughan	PT	Detention Center	Detention Officer
Kristen Clark	PT	EMS	EMT - Advanced

HERTFORD COUNTY BUDGET AMENDMENTS

On a motion by Com. Mitchell and a second by Com. Gatling, the Board voted unanimously to approve Budget Amendment #9 as presented by Sandy Pittman, Finance Manager.

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
Total Changes in Revenue			\$ -	\$ -

Net Change in Revenue	\$0
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EXPENDITURE:

Department	Account Number	Account Description	Amount Increase	Amount Decrease
Special Appropriations	109000-500020	NCACC Annual Appropriation	\$ 3,048	
Administration	104120-593000	Fund Reserve		\$ 3,048
Total Changes in Expenditures			\$ 3,048	\$ 3,048

Net Change in Expenditures	\$0
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Explanation:

To reallocate funds for NCACC annual appropriation.

Amendment # 9
 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 #10 as presented by Sandy Pittman, Finance Manager.

**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
School Capital Reserve Fund	210128-414100	Lottery Proceeds	\$ 2,400,000	
School Capital Reserve Fund	210128-448500	Fund Balance Appropriated	\$ 1,100,000	
		Total Changes in Revenue	\$ 3,500,000	\$ -

Net Change in Revenue	\$3,500,000
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EXPENDITURE:

Department	Account Number	Account Description	Amount Increase	Amount Decrease
School Capital Reserve Fund	214590-564800	Transfer to Ahoskie Elementary	\$ 3,500,000	
		Total Changes in Expenditures	\$ 3,500,000	\$ -

Net Change in Expenditures	\$3,500,000
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Explanation:

Budget revisions for Ahoskie Elementary School Capital Project Ordinance.

Amendment # 10
 Approved: _____
 Posted: _____

 Finance Director Date

Capital Project Ordinance – Ahoskie Elementary School

On a motion by Com. Mitchell and a second by Com. Gatling, the Board voted unanimously to approve the following Capital Project Ordinance for Ahoskie Elementary School.

**HERTFORD COUNTY
CAPITAL PROJECT ORDINANCE
AHOSKIE ELEMENTARY SCHOOL**

Be it ordained by the Hertford County Board of Commissioners that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following Capital Project Ordinance is hereby adopted:

Section 1. The project authorized is the replacement of Ahoskie Elementary School.

Section 2. The officers of this unit are hereby directed to proceed with the project within the terms of the above statute and the budget contained within.

Section 3. The following revenues are anticipated to be available to complete the project:

Debt Proceeds	11,300,000
Transfer from School Capital Outlay Reserve Fund	3,500,000
Total Revenues	\$14,800,000

Section 4. The following amounts are appropriated for the project:

Site Development	800,000
Construction Cost	12,155,000
Architectural Fees	910,000
Administrative Cost	100,000
Fixtures, Furniture, and Equipment	500,000
Testing and Geographical Surveying	75,000
Contingency	260,000
Total Appropriations	\$14,800,000

Section 5. The Finance Officer is hereby directed to maintain within the Capital Project Fund sufficient detailed accounting records required by federal and state regulations.

Section 6. The Finance Officer is directed to report quarterly to the Board of Commissioners on the financial status of each project element in Section 4.

Section 7. Copies of the project ordinance shall be entered into the minutes of the governing board and filed with the Finance Officer, Budget Officer, and Clerk to the Board.

Adopted this 1st day of October, 2018.

Hertford County Board of Commissioners

Curtis A. Freeman, Sr., Chairman

ATTEST:

Juan E. Vaughan, II, Acting Clerk to the Board

BID FOR BELCROSS BUILDING

On a motion by Com. Mitchell and a second by Com. Gatling, the Board voted unanimously to approve advertising for upset bid an offer for the Belcross building located at 803 N. Catherine St., Ahoskie, NC in the amount of \$25,000.00.

BIDS FOR FORECLOSURES

On a motion by Com. Gatling and a second by Com. Mitchell, the Board voted unanimously to reject a bid for Parcel Number 5081-29-1741 in the amount of \$800.00 and a bid for Parcel Number 5081-19-9738 in the amount of \$400.00.

PUBLIC HEARING – 9:15 AM

On a motion by Com. Mitchell and a second by Com. Gatling, the Board voted unanimously to recess Regular Session to go into a scheduled Public Hearing on the Schedule of Values, Standards, and Rules To Be Used In Appraising Real Property per the following advertisement:

Pursuant to N.C.G.S. 105-317 (c) the Hertford County Board of Commissioners hereby gives notice that the proposed schedules, standards, and rules to be used in appraising real property in the county have been submitted to the Board of County Commissioners and are available in the Tax Assessor's Office located in the County Government Center, 115 Justice Drive, Winton, NC. The proposed schedules, standards, and rules will be utilized in conducting the 2019 general revaluation of real property in Hertford County at its true value or present use value either separately or simultaneously.

A public hearing on the proposed schedules, standards, and rules for the 2019 revaluation has been rescheduled for Monday, October 1, 2018 at 9:15 AM in the Hertford County Board of Commissioners Multi-Purpose Room, 119 Justice Drive, Winton, NC.

*Curtis A. Freeman, Sr., Chairman, Hertford County Board of County Commissioners
Juan E. Vaughan, II, Acting Clerk to the Board*

Sandy Brock, Assistant Tax Assessor, stated Robert Pearson was present to entertain any questions regarding the Schedule of Values for 2018. Chairman Curtis Freeman asked the public if anyone had any comments or questions. There were no public comments.

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

SCHEDULE OF VALUES, STANDARDS, AND RULES TO BE USED IN APPRAISING REAL PROPERTY

On a motion by Com. Mitchell and a second by Com. Gatling, the Board voted unanimously to adopt the 2018 Schedule of Values, Standards, and Rules to be Used in Appraising Real Property, as presented at the Public Hearing.

SHELTER MANAGEMENT UPDATE

Carolyn Self, Community Volunteer Leader for American Red Cross, made comments about the importance of having volunteers from Hertford County to manage shelters during community emergencies.

RESOLUTION IN SUPPORT OF RAILROAD STOP AND STATION IN WELDON, NC

On a motion by Com. Mitchell and a second by Com. Gatling, the Board voted unanimously to approve the Resolution in Support of Railroad Stop and Station in Weldon, NC.

COUNTY MANAGER'S COMMENTS

The County Manager shared a letter from the Graham County Manager and a resolution approved by the Graham County Board of Commissioners that opposes House Bill 320 "An Act to Expand the Types of Land that Can Qualify for Present Use Value".

COMMISSIONER'S COMMENTS

Com. Gatling stated the Fall Festival will be held on October 27, 2018 at Riverview Elementary School. He also stated that he supports the name transfer of the former nutrition site at R. L. Vann to the new nutrition site in Ahoskie.

Com. Freeman thanked Emergency Management, Sheriff's Office, Fire departments, and all departments and agencies that assisted with the County's State of Emergency due to Hurricane Florence.

CLOSED SESSION

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

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

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

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