

**MINUTES
REGULAR MEETING
HERTFORD COUNTY BOARD OF COMMISSIONERS
MULTI-PURPOSE ROOM – JUDICIAL CENTER
MONDAY, MAY 6, 2019
9:00 A.M.**

PRESENT:

Mr. Ronald J. Gatling, Chairman
Mr. John D. Horton, Vice-Chair
Mr. Leroy Douglas
Mr. Andre` Lassiter
Mr. William F. Mitchell, Jr.

ALSO PRESENT WITH THE BOARD:

Ms. Loria Williams, County Manager
Mr. Juan Vaughan, Asst. County Manager
Dr. Renee Fleetwood, Clerk to the Board
Mr. Charles L Revelle, III, County Attorney

Ms. Maria R. Jones, Attorney ~ Revelle & Lee, LLP

Chairman, Ronald J. Gatling called the meeting to order at 9:02 a.m. and Pastor Derik Davis, Winton Baptist Church in Winton provided the Invocation.

Chairman Gatling thanked Pastor Davis for the Invocation.

Chairman Gatling called for a motion to add Memo #9135a Approval of Hertford County Budget Amendments # 26 through 29 to the Agenda.

On a motion by Com. Mitchell and a second by Vice-Chair Horton, the Board voted unanimously to add Memo #9135a Approval of Hertford County Budget Amendments #26 through 29 to the Agenda.

CONSENT AGENDA

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

1. Approval of April 15, 2019 Regular Meeting Minutes
2. Approval of Refund for Benjamin E. Hoggard
3. Approval of Refund for Antwyan E. Taylor
4. Approval of NCVTS Refund James Wilson Mason

APPROVAL OF REFUNDS:

Benjamin E. Hoggard account was paid in full and Debt Setoff took \$216.00 from his state of North Carolina Taxes. A refund in the amount of \$216.00 needs to be refunded back to Benjamin E. Hoggard. Payee: Vendor #15029 Amount: \$216.00

A REFUND IN THE AMOUNT OF \$164.36 NEEDS TO BE REFUNDED TO **ANTWYAN E. TAYLOR**. Mr. Taylor provided documentation from B&B mobile home park showing that the mobile home was destroyed December 2016. Payee: Vendor # Amount: \$164.36

Approval of NC Vehicle Tax System Refund

North Carolina Vehicle Tax System																		
NCVTS Pending Refund report																		
Report Date 5/1/2019 9:08:41 AM																		
Payee Name	Primary Owner	Secondary Owner	Address 1	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description	Refund Reason	Create Date	Authorization Date	Tax Jurisdiction	Lvy Type	Change	Interest Change	Total Change
MASON, JAMES WILSON	MASON, JAMES WILSON		341 SWAINS MILL RD	HARRELSEVILLE, NC 27942	Proration	0028606698	YE3368	PENDING	5256029	Refund Generated due to proration on Bill # 0028606698-2018-2018-0000-00	Tag Surrender	04/12/2019		G01	Tax	(\$19.84)	\$0.00	(\$19.84)
Refund \$19.84																		

INTRODUCTION OF NEW HERTFORD COUNTY EMPLOYEES

Human Resource Risk Management Director, Mrs. Keri Askew, presented the following new employees:

<u>Employees Hired</u>	<u>PT/FT</u>	<u>Department</u>	<u>Type</u>
<u>Tanner Pennington</u>	FT	Sheriff Dept.	Sheriff Deputy
<u>Brian Pearce</u>	FT	Sheriff Dept.	Sheriff Deputy - Captain
<u>Jamison Eley</u>	FT	Detention Center	Detention Officer
<u>Aubrey Jones</u>	FT	E911	Dispatcher
<u>Tracy Jones</u>	PT	Public Buildings	Housekeeper
<u>Kristel Privott</u>	PT	Office of Aging	Nutrition Site Supervisor

Commissioners welcomed the new employees to County Government service.

RECOGNITION OF EMPLOYEES NOMINATED FOR THE 2ND QUARTER & WINNER

Human Resource Risk Management Director, Mrs. Keri Askew, presented the following nominees for the second quarter: Maquitta Holloman – DSS, Rachel Hoggard - EMS, Latia Lewter - Register of Deeds, Michael Bradley- Facilities and Public Works, and Rochelle Askew - DSS. Mrs. Askew announced Rochelle Askew as the second quarter winner.

Chairman Gatling, on behalf of the Board, congratulated and saluted each employee.

REQUEST FOR APPROVAL OF FY 2019 AUDIT CONTRACT

On a motion by Com. Lassiter and a second by Com. Mitchell, the Board voted unanimously to approve the Engagement Letter and FY 2019 Audit Contract by Thompson, Price, Scott, Adams & Co., P.A. as presented by Finance Director, Mrs. Sandy Pittman.

APPROVAL OF HERTFORD COUNTY BUDGET AMENDMENTS

On a motion by Com. Mitchell and a second by Com. Douglas, the Board voted unanimously to approve Budget Amendment # 26 SHIIP Grant as presented by Mrs. Pittman.

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
Restricted Intergovernmental - Aging	100061-417602	SHIIP	\$ 2,126	
Total Changes in Revenue			\$ 2,126	\$ -
			Net Change in Revenue \$2,126	
EXPENDITURE:				
Department	Account Number	Account Description	Amount Increase	Amount Decrease
Aging - Public Assistance	104390-569028	SHIIP	\$ 2,126	
Total Changes in Expenditures			\$ 2,126	\$ -
			Net Change in Expenditures \$2,126	
Explanation:				
Increase budget for additional grant funding.				
			Amendment #	26
			Approved:	
			Posted:	
Finance Director	Date			

On a motion by Com. Mitchell and a second by Vice-Chair Horton, the Board voted unanimously to approve Budget Amendment # 27 E911 Funds as presented by Mrs. Pittman.

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
E911 Fund	110101-449000	Fund Balance Appropriated	\$ 25,000	
Total Changes in Revenue			\$ 25,000	\$ -
			Net Change in Revenue	\$25,000
EXPENDITURE:				
Department	Account Number	Account Description	Amount Increase	Amount Decrease
E911	114201-526002	Furniture/Equipment	\$ 25,000	
Total Changes in Expenditures			\$ 25,000	\$ -
			Net Change in Expenditures	\$25,000
Explanation:				
Increase budget for purchase of furniture and equipment using E911 Funds.				
			Amendment #	27
			Approved:	
			Posted:	
Finance Director	Date			

On a motion by Com. Mitchell and a second by Com. Douglas, the Board voted unanimously to approve Budget Amendment # 28 ROAP Program funding as presented by Mrs. Pittman.

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
General Fund Revenues	100112-448500	Fund Balance Appropriated	\$ 10,000	
Total Changes in Revenue			\$ 10,000	\$ -
Net Change in Revenue			\$10,000	
EXPENDITURE:				
Department	Account Number	Account Description	Amount Increase	Amount Decrease
ROAP	104342-568900	EDTAP DSS	\$ 7,500	
ROAP	104342-568901	EMPL DSS	\$ 2,500	
Total Changes in Expenditures			\$ 10,000	\$ -
Net Change in Expenditures			\$10,000	
Explanation:				
Increase budget for ROAP programs using county funding due to increased need for services.				
			Amendment #	28
			Approved:	
			Posted:	
Finance Director	Date			

On a motion by Com. Lassiter and a second by Com. Mitchell, the Board voted unanimously to approve Budget Amendment # 29 Homeland Security Grant funding as presented by Mrs. Pittman.

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
Restricted Intergovernmental	100063-413411	2018 HSGP Portable Shelter	\$ 4,164	
Total Changes in Revenue			\$ 4,164	\$ -
			Net Change in Revenue \$4,164	
EXPENDITURE:				
Department	Account Number	Account Description	Amount Increase	Amount Decrease
Emergency Management	104200-527011	2018 HSGP Portable Shelter	\$ 4,164	
Total Changes in Expenditures			\$ 4,164	\$ -
			Net Change in Expenditures \$4,164	
Explanation:				
To increase budget for Homeland Security Grant for Emergency Management Department per grant agreement.				
			Amendment #	29
			Approved:	
			Posted:	
Finance Director	Date			

REQUEST FOR APPROVAL TO ADVERTISE CURRENT & UPCOMING BOARD VACANCIES

On a motion by Com. Lassiter and a second by Com. Mitchell, the Board voted unanimously to approve to Advertise Current & Upcoming Board Vacancies as presented by Clerk Fleetwood.

FY 2019-2020 ANNUAL BUDGET PRESENTATION

County Manager Williams presented the 2019-2020 Hertford County Annual Budget. She expressed that this budget was a challenging task, she believes in conservative spending, and

is confident in the budget as presented. She closed by saying the Board has hard decisions to make for the 2019-2020 budgeting.

Vice-Chair Horton emphasized the work of each department is not yet completed as the Board continues its review of the 2019-2020 Budget.

Com. Douglas wanted to make certain that the budget reflected the requests from the county departments. County Manager responded that each department's requests are included in the budget as presented.

After brief discussion between the Board and County Manager Williams, Chairman Gatling stated that the Board Budget Work Sessions will be announced at a later date.

BID OFFERS ON TAX FORECLOSURES

On a motion by Com. Lassiter and a second by Com. Mitchell, the Board voted unanimously to advertise the bid offers presented for Parcel # 5992-58-3910 in the amount of \$12,800.00; Parcel # 6902-33-9773 in the amount of \$8,000.00; Parcel # 5993-91-2045 in the amount of \$1,500.00; Parcel # 5993-91-1315 and Parcel # 5993-91-1289 in the amount of \$2,800.00 as presented by Mr. Juan Vaughan, Asst. County Manager.

REQUEST FOR APPOINTMENT OF MEMBERS TO THE HERTFORD COUNTY CHILD FATALITY PREVENTION TEAM (CFPT) AS PER ARTICLE 14, 7B-1407

On a motion by Com. Mitchell and a second by Com. Lassiter, the Board voted unanimously to appoint Major Brian Pearce, Law Enforcement Officer; James Broglin, EMS Director; Mrs. Wendy Vann, RCCC Associate Dean; Cynthia Liverman-Vinson, Case Mgr.-Vidant R-C Hospital; Mrs. Cynthia Liverman-Vinson, Case Mgr.-Vidant R-C Hospital; Dr. Jamande' Jones, R-C Community Health Center, to the Hertford County Child Fatality Prevention Team (CFPT).

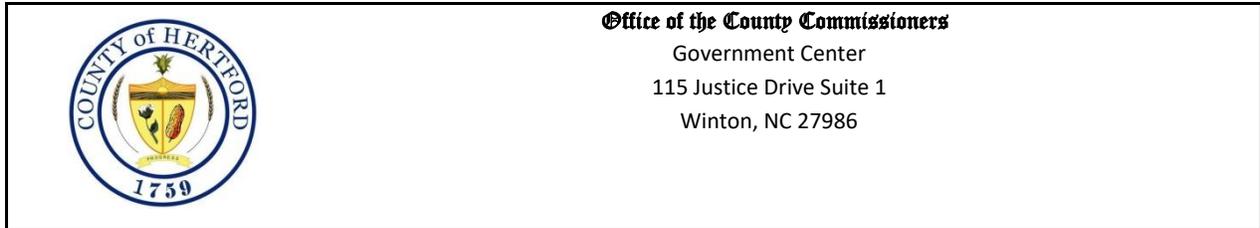
VEHICLE SURPLUS PROPERTY CONVEYANCE REQUEST HERTFORD COUNTY PUBLIC SCHOOLS

On a motion by Com. Mitchell and a second by Com. Douglas, the Board voted unanimously as per G.S. 160A-280 to post a Public Notice for five days prior to the adoption of the Resolution Approving the Vehicle Surplus Property Conveyance Request from Hertford County Public Schools for a 2012 Dodge Charger, VIN # 2C3CDXAT8CH147917 as presented by Asst. County Manager Vaughan.

HUMANITARIAN RESOLUTION

On a motion by Com. Mitchell and a second by Com. Douglas, the Board voted unanimously to adopt the Resolution of Bravery & Heroism to be presented to Ms. Wanda Ashe-Moore.

Clerk Fleetwood read the Resolution as the Board and County Manager Williams stood with Ms. Ashe-Moore.



RESOLUTION OF BRAVERY & HEROISM

WHEREAS the Hertford County Board of Commissioners would like to express gratitude and appreciation to Hertford County Citizen, **Ms. Wanda Ashe-Moore**, for her acts of heroism and bravery; and

WHEREAS, Ms. Wanda Ashe-Moore was licensed as a Registered Nurse in 1994; and

WHEREAS, RN Wanda Ashe-Moore is a 25-year employee of Vidant Roanoke Chowan Hospital, Ahoskie, NC as the RN Nursing Supervisor; and

WHEREAS, on Sunday February 24, 2019, at Union Baptist Church, Ahoskie, NC, RN Wanda Ashe-Moore responded quickly and executed lifesaving techniques on Mr. John P. Rankins, citizen of Hertford County, in an emergency situation; and

WHEREAS, her actions are indicative of her character and work ethic as an RN Nursing Supervisor of the Vidant Roanoke Chowan Hospital staff; and

WHEREAS; the Hertford County Board of Commissioners recognizes the untiring outstanding and meritorious efforts of RN Wanda Ashe-Moore; and

NOW, THEREFORE, be it Resolved that the Hertford County Board of County Commissioners thanks RN Wanda Ashe-Moore for her responsibility in saving the life of Mr. John P. Rankins and being in attendance at the “100 Men In Black Program” on February 24, 2019.

IN WITNESS WHEREOF: I do hereby set my hand, and cause the Seal of Hertford County to be affixed this 6th day of May, 2019.

Mr. Ronald J. Gatling, Chairman
Hertford County Board of Commissioners

Mr. John Rankins thanked Ms. Ashe-Moore, EMS Dept., everyone who assisted him and to God.

REQUEST FOR USE OF COUNTY PROPERTY MAY 9, 2020

County Manager Williams presented the request from Libby Jones from the Winton Town Forum for the use of property at Tyron Street and King Street in Winton for a one-day festival celebrating “Winton on the Chowan” on Saturday, May 9, 2020. Town Zoning will determine the approval or non-approval of the use of the property.

REQUEST FOR APPROVAL OF NCDOT PETITION FOR ROAD ADDITION FOR HONN ROAD

On a motion by Com. Lassiter and a second by Com. Mitchell, the Board voted unanimously to submit the signed Petition for Road Addition for Honn Road to NCDOT Resident Engineer, Mr. Michael Hill, as presented by County Manager Williams.

On a motion by Com. Mitchell and a second by Com. Lassiter, the Board voted unanimously to go into the Meeting of the Board of Equalization and Review.

MEETING OF BOARD OF EQUALIZATION & REVIEW

Mrs. Anderson requested to recess the Board of E & R until June 3, 2019.

On a motion by Com. Mitchell and a second by Com. Douglas, the Board voted unanimously to recess the Board of E & R until June 3, 2019.

COUNTY MANAGER’S COMMENTS

No comments were given by County Manager Williams.

COMMISSIONERS’ COMMENTS

The Board thanked everyone for attending the meeting.

CLOSED SESSION

On a motion by Com. Mitchell and a second by Com. Lassiter, the Board voted unanimously to go into Closed Session to consult with the County Attorney.

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

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

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