

**MINUTES  
REGULAR MEETING  
HERTFORD COUNTY BOARD OF COMMISSIONERS  
MULTI-PURPOSE ROOM – JUDICIAL CENTER  
MONDAY, JUNE 17, 2019  
7:00 PM**

**PRESENT:**

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

**ALSO PRESENT WITH THE BOARD:**

Ms. Loria Williams, 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 and Clerk Fleetwood provided the Invocation.

Chairman Gatling thanked Clerk Fleetwood for the Invocation.

**CONSENT AGENDA**

On a motion by Com. Mitchell and second by Vice-Chair Horton, the Board unanimously approved the Consent Agenda as follows:

- 1) May 20<sup>th</sup> & June 3<sup>rd</sup> Regular Meeting Minutes
- 2) Tax Refund:

Angela F. Jordan had a garnishment that was paid in full. Home Life Care sent another payment when tax bill was paid out, so a refund in the amount of \$118.80 needs to go back to Home Life Care Inc. Payee: Vendor #14343 Amount: \$118.80

### 3) Approval of NCVTS Refunds

North Carolina Vehicle Tax System																		
NCVTS Pending Refund report																		
Report Date 6/3/2019 4:19:23 PM																		
Payee Name	Primary Owner	Secondary Owner	Address 1	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description	Refund Reason	Create Date	Autho rization	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
COBB, JOHN WESTLEY	COBB, JOHN WESTLEY		317 W HIGH ST	MURFREESBORO, NC 27855	Proration	0043066221	FFV5225	PENDIN G	159751602	Refund Generated due to proration on Bill #0043066221-2018-2018-0000-00	Vehicle Sold	05/23/2019		G01	Tax	(\$91.56)	\$0.00	(\$91.56)
														C04	Tax	(\$71.94)	\$0.00	(\$71.94)
														C04	Vehicle Fee	(\$10.00)	\$0.00	(\$10.00)
														Refund			\$173.50	
CRUMP, JULIAN WILLIAM DEE	CRUMP, JULIAN WILLIAM DEE		1317 CATHERINE ST N	AHOSKIE, NC 27910	Proration	0046335929	FME6911	PENDIN G	159302895	Refund Generated due to proration on Bill #0046335929-2018-2018-0000-00	Insuranc e Lapse	05/17/2019		G01	Tax	(\$46.87)	\$0.00	(\$46.87)
														C01	Tax	(\$45.20)	\$0.00	(\$45.20)
														C01	Vehicle Fee	(\$10.00)	\$0.00	(\$10.00)
														Refund			\$102.07	
HOGGARD, JOYCE VAUGHAN	HOGGARD, JOYCE VAUGHAN	HOGGAR D, GOMZIE	1201 CREEK BRANCH DR	KNIGHTDAL E, NC 27545	Proration	0045885892	DMB7682	PENDIN G	158432691	Refund Generated due to proration on Bill #0045885892-2018-2018-0000-00	Vehicle Sold	05/06/2019		G01	Tax	(\$71.63)	\$0.00	(\$71.63)
														C01	Tax	(\$69.07)	\$0.00	(\$69.07)
														C01	Vehicle Fee	\$0.00	\$0.00	\$0.00
														Refund			\$140.70	

### APPROVAL OF MAY 2019 TAX RELEASES

On a motion by Com. Mitchell and second by Com. Douglas, the Board unanimously to approve the May 2019 Tax Releases.

#### RELEASES FOR MONTH ENDING

May 2019

	LEVY	VALUE	TAX
AHOSKIE TOWNSHIP	YEAR	RELEASED	RELEASED
Acct# 2191 Bill# 19A2191.10.1 Taxpayer didn't receive 30 days to pay audit bill before interest was applied	2019		G01-\$74.57 F01- \$3.55
<b>MURFREESBORO TOWNSHIP</b>			
Acct# 50989 Bill# 19A50989-40.1 Taxpayer brought in proof that the vehicle was licensed in another state.	2019	18,813	G03- \$158.03 C04- \$124.17
<b>WINTON TOWNSHIP</b>			
<b>MANEY'S NECK TOWNSHIP</b>			
<b>ST. JOHN TOWNSHIP</b>			
<b>HARRELLSVILLE TOWNSHIP</b>			

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TOTAL VALUE APPROVED THIS REPORT (2019 LEVY)	<u>\$18,813</u>
TOTAL TAX RELEASED THIS REPORT (2019 LEVY)	<u>\$360.32</u>
TOTAL VALUE APPROVED THIS REPORT (PRIOR LEVY)	<u>\$ 0.00</u>
TOTAL TAX RELEASED THIS REPORT (PRIOR LEVY)	<u>\$ 0.00</u>
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE SITE 2018)	\$
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATON 2018)	\$
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE SITE 2017)	<u>\$ 0.00</u>
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2017)	<u>\$ 0.00</u>

Respectfully submitted,  
Tammy H. Eason, Tax Collector

**APPROVAL OF HERTFORD COUNTY BUDGET AMENDMENTS FY 2018-2019**

On a motion by Com. Mitchell and a second by Com. Douglas, the Board voted unanimously to approve the Amendment to Hertford County Budget Ordinance Fiscal Year 2018-2019 Amendment # 30 – Early Debt Payoff as presented by Finance Director, Mrs. Sandy 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:

<b>REVENUE:</b>				
<b>Department</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Amount Increase</b>	<b>Amount Decrease</b>
Revenues	100112-448500	Fund Balance Appropriated	\$ 254,695	
<b>Total Changes in Revenue</b>			<b>\$ 254,695</b>	<b>\$ -</b>
			<b>Net Change in Revenue \$254,695</b>	
<b>EXPENDITURE:</b>				
<b>Department</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Amount Increase</b>	<b>Amount Decrease</b>
EMS Project Renovation Debt	104630-571500	Principal	\$ 185,000	
EMS Project Renovation Debt	104630-571501	Interest	\$ 6,000	
EMS Project Renovation Debt	104630-571502	Prepayment Fee	\$ 7,600	
Office Building 2 (Aging/Elections) Debt	104650-571500	Principal	\$ 55,920	
Office Building 2 (Aging/Elections) Debt	104650-571501	Interest	\$ 175	
<b>Total Changes in Expenditures</b>			<b>\$ 254,695</b>	<b>\$ -</b>
			<b>Net Change in Expenditures \$254,695</b>	
<b>Explanation:</b>				
Early debt payoff.				
			Amendment #	30
			Approved:	
			Posted:	
Finance Director	Date			

On a motion by Com. Lassiter and a second by Vice-Chair Horton, the Board voted unanimously to approve the Amendment to Hertford County Budget Ordinance Fiscal Year 2018-2019 Amendment # 31 – Budget Increase Woodland Fire District, Amendment # 32 – Ahoskie Rural Fire District and Amendment # 33 – Budget Increase Union Rural Fire District 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:				
<b>REVENUE:</b>				
Department	Account Number	Account Description	Amount Increase	Amount Decrease
Woodland Fire District	260126-412000	1 Cent Sales Tax	\$ 300	
Woodland Fire District	260126-412001	1/2 Cent Sales Tax	\$ 300	
<b>Total Changes in Revenue</b>			<b>\$ 600</b>	<b>\$ -</b>
			<b>Net Change in Revenue \$600</b>	
<b>EXPENDITURE:</b>				
Department	Account Number	Account Description	Amount Increase	Amount Decrease
Woodland Fire District	264640-569000	Contracted Services	\$ 600	
<b>Total Changes in Expenditures</b>			<b>\$ 600</b>	<b>\$ -</b>
			<b>Net Change in Expenditures \$600</b>	
<b>Explanation:</b>				
Increase budget for fire district per year-to-date figures.				
			Amendment #	31
			Approved:	
			Posted:	
Finance Director	Date			

**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:

<b>REVENUE:</b>				
<b>Department</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Amount Increase</b>	<b>Amount Decrease</b>
Ahoskie Rural Fire District	280110-411000	CY Ad Valorem Tax	\$ 10,000	
Ahoskie Rural Fire District	280110-411001	PY Ad Valorem Tax	\$ 1,000	
Ahoskie Rural Fire District	280110-411100	Ad Valorem Tax Penalties/Interest	\$ 300	
Ahoskie Rural Fire District	280110-411501	Vehicle Tax	\$ 1,200	
Ahoskie Rural Fire District	280110-412000	1 Cent Sales Tax	\$ 5,000	
Ahoskie Rural Fire District	280110-412001	1/2 Cent Sales Tax	\$ 2,400	
<b>Total Changes in Revenue</b>			<b>\$ 19,900</b>	<b>\$ -</b>

<b>Net Change in Revenue</b>			<b>\$19,900</b>
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<b>EXPENDITURE:</b>				
<b>Department</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Amount Increase</b>	<b>Amount Decrease</b>
Ahoskie Rural Fire District	284610-569000	Contracted Services	\$ 19,900	
<b>Total Changes in Expenditures</b>			<b>\$ 19,900</b>	<b>\$ -</b>

<b>Net Change in Expenditures</b>			<b>\$19,900</b>
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**Explanation:**

Increase budget for fire district per year-to-date figures.

			Amendment #	32
			Approved:	
			Posted:	
Finance Director	Date			

**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:

<b>REVENUE:</b>				
<b>Department</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Amount Increase</b>	<b>Amount Decrease</b>
Union Rural Fire District	290111-411001	PY Ad Valorem Tax	\$ 1,800	
Union Rural Fire District	290111-411502	Vehicle Tax	\$ 150	
Union Rural Fire District	290111-412000	1 Cent Sales Tax	\$ 300	
Union Rural Fire District	290111-412001	1/2 Cent Sales Tax	\$ 350	
<b>Total Changes in Revenue</b>			<b>\$ 2,600</b>	<b>\$ -</b>
			<b>Net Change in Revenue \$2,600</b>	
<b>EXPENDITURE:</b>				
<b>Department</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Amount Increase</b>	<b>Amount Decrease</b>
Union Rural Fire District	294615-569000	Contracted Services	\$ 2,600	
<b>Total Changes in Expenditures</b>			<b>\$ 2,600</b>	<b>\$ -</b>
			<b>Net Change in Expenditures \$2,600</b>	
<b>Explanation:</b>				
Increase budget for fire district per year-to-date figures.				
			Amendment #	33
			Approved:	
			Posted:	
Finance Director	Date			

## **REQUEST APPROVAL OF BOARD APPOINTMENTS**

The Board approved the following Board Appointments:

On a motion by Com. Douglas and a second by Com. Mitchell, the Board voted unanimously to appoint Thomas G. Pearce, Sr. (Harrellsville, NC), Charlie B. Sumner (Como), And Samuel B. Howell (Como) to the **Firefighters Relief Fund Board** for a two-year term to expire June 30, 2021.

On a motion by Com. Mitchell and a second by Com. Lassiter, the Board voted to table the applications for George W. Holley and JaQueta Cha-Daan Pugh Stevenson for the **Hertford County Social Services Board**.

On a motion by Com. Lassiter and a second by Com. Douglas, the Board voted unanimously to appoint Gloria Waters Baker and reappoint Anthony Marra to the **Joint Community Advisory Committee** for a two-year term to expire June 30, 2022.

On a motion by Com. Mitchell and a second by Com. Lassiter, the Board vote unanimously to appoint Com. Douglas to the **Juvenile Crime Prevention Council** for an Indefinite term.

On a motion by Com. Lassiter and a second by Com. Mitchell, the Board voted unanimously to appoint Brittany N. Tann to the **Parks and Recreation Advisory Board** for a three-year term to expire on June 30, 2022.

On a motion by Com. Lassiter and a second by Com. Douglas, the Board voted unanimously to reappoint Wendy Ruffin-Barnes to the **RCCC- Board of Trustees** for a four-year term to expire June 30, 2023.

On a motion by Vice-Chair Horton and second by Com Mitchell and a second by Com. Douglas, the Board voted unanimously to reappoint Michael W. Bunch to the **Tri County Airport Authority** for a three-year term to expire June 30, 2022.

On a motion by Com. Lassiter and a second by Com. Mitchell, the Board voted unanimously to appoint Com. Douglas to the **Tri County Airport Authority** to expire on December 30, 2019 for an indefinite number of terms.

On a motion by Com. Mitchell and a second by Com. Lassiter, the Board voted unanimously to reappoint Tim Newsome and appoint Bradley Gillam, Greg Joyner, Johnny Powell and Howard Godwin to the **Voluntary Agricultural District Advisory Board** for three-year terms to expire on June 30, 2022.

On a motion by Com. Horton and a second by Com. Douglas, the Board voted unanimously to appoint Josef Askew to the **Veterans Advisory Council** for a three-year term to expire on June 30, 2022 and Sharda Demetria Britt to an unexpired term to expire on April 19, 2020.



On a motion by Com. Lassiter and a second by Com. Mitchell, the Board vote unanimously to appoint Com. Douglas to the **Hertford County ABC Board** to expire on June 30, 2022 for an Indefinite term.

The Board tabled the application from Dustin Rountree for the **Economic Development Board**.

No applications were received for the **Employee Advisory Council, Hertford County Planning Board, Hertford County Zoning Board of Adjustment, Industrial Facilities & Pollution Control Financing Authority, Juvenile Crime Prevention Council, Medical Services Transportation Advisory Council, and Mid-East Board**.

### **PUBLIC COMMENT**

Mr. Herbert Eley shared with the Board his interest in applying for the Golden Leaf Foundation Open Grants Program. His objective is to recycle agriculture products and make them useful for the environment. Mr. Eley asked for a letter of support from the Board for his grant application.

Chairman Gatling advised Mr. Eley to meet with County Manager to discuss his application and the Board would consider thereafter.

Mr. Donald Kirkland stated his concern with regard to the VAD Board vacancies and appointment of Com. Mitchell to replace Mr. Johnnie Farmer who is now retired. Mr. Kirkland also advised the Board that he is tendering his activities with the VAD Board to take care of his health.

Commissioner Gatling advised Mr. Kirkland that the Board could make the necessary appointments and thanked Mr. Kirkland for notifying the Board of his concerns and that the Board hope everything goes well with his health.

### **ADULT CARE AND NURSING HOME COMMUNITY ADVISORY COMMITTEE ANNUAL REPORT**

Ms. Laura Jett, Regional Long-Term Care Ombudsman, presented the Adult Care and Nursing Home Community Advisory Committee Annual Report for 2018 for Board information as follows: all skilled nursing, adult care, and family care homes in the county were served; committee members remain updated regarding current Long-Term Care issues, members engage with the community through local church groups, clubs, and other boards and committees in the county; problems encountered; grievance resolutions; facility strengths and weaknesses; and reported there are 14 Family Care Homes, three Adult Care Homes and one Nursing Home located in Hertford County.

The Board thanked Ms. Jett for her presentation.

## **PUBLIC HEARING ON PROPOSED 2019-2020 FY HERTFORD COUNTY BUDGET**

On a motion by Com. Mitchell and a second by Com. Lassiter, the Board voted unanimously to recess the Regular Session and go into the scheduled Public Hearing on the Proposed 2019-2020 FY Hertford County Budget per the following advertisement:

### **LEGAL NOTICE**

#### **HERTFORD COUNTY BUDGET HEARING**

Pursuant to N. C. General Statute 159-12, notice is hereby given that the proposed Fiscal Year 2019-2020 Hertford County Budget has been filed and is open for public inspection in the Office of the Clerk to the Board, Hertford County Government Center, 115 Justice Drive, Suite #1, Winton, NC, from 8:30 AM to 5:00 PM, Monday through Friday. A Public Hearing will be held by the Hertford County Commissioners on Monday, June 17, 2019, at 7:20 PM, in the Multi-Purpose Room, Judicial Center, Justice Drive, Winton, NC, to receive public comments on the proposed budget by order of the Hertford County Board of Commissioners.

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

Renee Fleetwood, Clerk to the Board

*June 6, 2019*

County Manager shared with the Board and citizens present that we are in a reevaluation year and remain stable at .84¢ tax rate.

Comments were made by Mr. Donald Kirkland on funds for Veteran Affairs. County Manager assured the Board and Mr. Kirkland that monies would be earmarked and only spent according to how they are donated.

On a motion by Com. Lassiter and a second by Vice-Chair Horton, the Board voted unanimously to adjourn the Public Hearing and return to Regular Session.

## **HERTFORD COUNTY ALCOHOLIC BEVERAGE CONTROL BOARD 2019-2020 FY BUDGET MESSAGE**

Mr. Clarence Jordan, General Manager HC ABC Board, presented the proposed budget for the 2019-2020 FY for Board information.

The Board thanked Mr. Jordan for presenting the ABC Board budget Message.

## **HERTFORD COUNTY ABC BOARD SUMMER CONFERENCE REQUEST TO EXCEED COUNTY PER DIEM**

After discussion, on a motion by Com. Mitchell and second by Com. Douglas the Board voted as follows regarding Mr. Jordan's request for the ABC Board to exceed county per diem to attend the Summer Conference, August 4-7, 2019, in Pinehurst, NC:

Chair Gatling	Yay
Vice-Chair Horton	Nay; asked the Board to stay within guidelines and not approve the request until a specific amount can be provided
Com. Douglas	Yay
Com. Lassiter	Yay
Com. Mitchell	Yay

**REQUEST APPROVAL OF BID OFFER ON TAX FORECLOSURE**

On a motion by Com. Douglas and second by Com. Lassiter, the Board voted unanimously to advertise the bid offer presented for Tax Foreclosure Property for Parcel # 6906-66-8459 in the amount of \$2,500.00 as presented by County Manager Williams.

**COUNTY MANAGER’S COMMENTS**

County Manager Williams made no comments.

**COMMISSIONERS’ COMMENTS**

Chairman Gatling addressed the Board for Comments.

Vice-Chair Horton thanked the public for coming out to benefit the community.

Com. Douglas thanked everyone for coming.

Com. Mitchell and Com. Lassiter made no comments.

**CLOSED SESSION**

On a motion by Com. Lassiter and second by Vice-Chair Horton, the Board unanimously approved to move to 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. Lassiter and a second by Com. Mitchell, the Board voted unanimously to return to Regular Session.

**REGULAR SESSION**

Health Insurance for Com. Lassiter and Com. Douglas was discussed. County Manager will meet with HR Director Askew to get the paperwork for their signatures for the Health Insurance coverage to take effect July 1, 2019.

On a motion by Vice-Chair Horton, and a second by Com. Lassiter, the Board voted unanimously to Recess the Regular Meeting until June 26, 2019 at 9 a.m.