



**HERTFORD COUNTY, NORTH CAROLINA
BUDGET ORDINANCE
Fiscal Year 2019-2020**

BE IT ORDAINED by the Board of Commissioners, Hertford County, North Carolina:

SECTION 1. Appropriations: The following amounts are hereby appropriated for the operation and maintenance of the County's various departments, for the payment of debt service obligations, and for the capital outlay purchases during the Fiscal Year beginning July 1, 2019 and ending June 30, 2020:

GENERAL FUND

GENERAL GOVERNMENT

Governing Body	134,172
Fees for Vehicle Taxes	62,500
Administration	379,556
Human Resources/Risk Management	424,320
Finance Office	374,437
Tax Assessor	294,278
Tax Collector	250,416
Board of Elections	190,631
Register of Deeds	211,501
Land Records	201,333
Public Buildings & Maintenance	1,015,927
Court Facilities	83,410
County Attorney	78,000
Central Services – General	27,250
Central Services – Telephone	142,537
Central Services – IT	<u>654,007</u>
TOTAL	4,524,275

PUBLIC SAFETY

Sheriff's Department	2,179,818
Jail Department	2,061,507
Emergency Management	317,565
Emergency Medical Services	1,398,026
E911 Central Communications	690,235
Animal Control	103,910
Medical Examiner	20,000
Building Inspection	137,784
Fire Departments	<u>353,705</u>
TOTAL	7,262,550

ECONOMIC AND PHYSICAL DEVELOPMENT

Economic Development	51,000
Soil Conservation	135,690
Cooperative Extension	<u>166,104</u>
TOTAL	352,794

HUMAN SERVICES

Veterans Service	68,893
STEPS To Health Grant	1,486
Health Department	571,947
Mental Health	87,750
Library	105,016
DJJ & Delinquency Prevention	117,618

BUDGET ORDINANCE

ROAP Program	126,429
Aging Administration	315,984
Aging Public Assistance	358,918
DSS Administration	2,508,317
DSS Public Assistance	745,651
DSS Grants	24,983
DSS Local Funds	<u>535,000</u>
TOTAL	5,567,992
EDUCATION	
Public Schools – Current Expense	4,290,818
Roanoke Chowan Community College – Capital Outlay	130,000
Roanoke Chowan Community College - Current Expense	949,474
Fines & Forfeitures	<u>75,000</u>
TOTAL	5,445,292
DEBT SERVICE	
Courthouse/County Administration	940,820
County Administration Office Building #1	286,799
TOTAL	1,227,619
SPECIAL APPROPRIATIONS	
Non-Profit/Community Based Organizations	191,646
TRANSFER TO OTHER FUNDS	
School Capital Reserve Fund	1,268,400
Revaluation Fund	<u>40,000</u>
TOTAL	1,308,400
CONTINGENCY	
Contingency	100,000
TOTAL GENERAL FUND	<u>25,980,568</u>
EMERGENCY TELEPHONE SYSTEM - E911	
Emergency Telephone Operations	193,750
ENHANCEMENT & PRESERVATION	
Earmarked Funds	11,253
SCHOOL RESERVE FUND	
Schools Capital Outlay	4,768,400
REVALUATION	
Contracted Services	24,600
Fund Reserve	<u>40,000</u>
TOTAL	64,600
RURAL FIRE DISTRICTS	
Woodland Rural Fire Department	6,559
Ahoskie Rural Fire Department	165,184
Union Rural Fire Department	<u>17,230</u>
TOTAL	188,973
SOLID WASTE	
Solid Waste Operations	1,190,582

BUDGET ORDINANCE

NORTHERN RURAL WATER

Northern Water Operations	367,977
Debt Service	166,821
General Fund Cost Allocation	<u>31,482</u>
TOTAL	566,280

SOUTHERN RURAL WATER

Southern Water Operations	734,415
Debt Service	352,529
General Fund Cost Allocation	<u>35,816</u>
TOTAL	1,122,760

TUNIS SEWER DISTRICT

Sewer Operations	35,343
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GRAND TOTAL - ALL FUNDS - APPROPRIATIONS **34,122,509**

SECTION 2. Revenue It is estimated that the following revenues will be available during the Fiscal Year beginning July 1, 2019 and ending June 30, 2020 to finance the foregoing appropriations:

GENERAL FUND

Ad Valorem Taxes	12,351,186
Old Vehicle Taxes	60,000
New Vehicle Taxes	1,268,225
Sales & Use Taxes	5,042,000
Other Taxes & Licenses	83,000
Beer & Wine Tax	60,000
Restricted Intergovernmental General	568,191
Restricted Intergovernmental Aging	333,706
Restricted Intergovernmental - DSS	2,591,599
Permits and Fees	194,000
Sales and Services	1,670,600
Investment Earnings	150,000
Miscellaneous Revenue	32,935
Transfers from Other Funds	118,551
Fund Balance Appropriated	
General Fund Balance	1,256,976
Earmarked - Roof Replacement	162,000
Earmarked - Soil & Water Conservation	22,000
Earmarked - Emergency Management Grant	15,599

TOTAL GENERAL FUND **25,980,568**

EMERGENCY TELEPHONE SYSTEM - E911

Wireless Fees	94,700
Fund Balance Appropriated	87,050
Interest Income	<u>12,000</u>
TOTAL	193,750

ENHANCEMENT & PRESERVATION

Enhancement & Preservation Revenue	8,500
Fund Balance Appropriated	2,753
TOTAL	11,253

SCHOOL RESERVE FUND

Lottery Funds	2,400,000
Transfer of Restricted Sales Tax from General Fund	1,268,400
Fund Balance Appropriated	1,100,000

BUDGET ORDINANCE

TOTAL	4,768,400
REVALUATION	
Transfer from General Fund	40,000
Fund Balance Appropriated	<u>24,600</u>
TOTAL	64,600
RURAL FIRE DISTRICTS	
Woodland Rural Fire Department - Ad Valorem Taxes	3,860
Woodland Rural Fire Department - Sales Tax	1,400
Woodland Rural Fire Department - Fund Balance Appropriated	1,299
Ahoskie Rural Fire Department - Ad Valorem Taxes	96,900
Ahoskie Rural Fire Department - Sales Tax	27,000
Ahoskie Rural Fire Department - Fund Balance Appropriated	41,284
Union Rural Fire Department - Ad Valorem Taxes	9,325
Union Rural Fire Department- Sales Tax	2,400
Union Rural Fire Department - Fund Balance Appropriated	<u>5,505</u>
TOTAL	188,973
SOLID WASTE	
User Fees	1,099,722
Restricted Intergovernmental Income	53,370
Interest Income	5,164
Fund Balance Appropriated	<u>32,326</u>
TOTAL	1,190,582
NORTHERN RURAL WATER	
User Fees	555,960
Interest Income	<u>10,320</u>
TOTAL	566,280
SOUTHERN RURAL WATER	
User Fees	1,086,760
Interest Income	<u>36,000</u>
TOTAL	1,122,760
TUNIS SEWER DISTRICT	
User Fees	33,343
Interest Income	<u>2,000</u>
TOTAL	35,343
GRAND TOTAL - ALL FUNDS - REVENUE	<u>34,122,509</u>

SECTION 3. Hereby levied is a tax, at the rate of \$0.84 (eighty-four cents) per one hundred dollars (\$100) valuation of property as of January 1, 2019, for the purpose of providing the revenue listed as "ad valorem taxes" in the General Fund in Section 2 of this Ordinance. The total estimated real and personal property value will be \$1,460,712,575 to be taxed at a rate of \$0.84 (eighty-four cents) per one hundred dollars (\$100) of value. Real and personal property is projected to be collected at a rate of 96.0%.

SECTION 4. There is hereby levied on the property tax bill for the Fiscal Year 2019-2020 a Solid Waste Assessment of \$180.00.

SECTION 5. There is hereby levied a special tax of five cents (\$.05) for the purpose of raising revenue for Fire Prevention in the Woodland Fire Service District and a four cents (\$.04) special tax for the purpose of raising revenue for Fire Prevention in the Ahoskie Rural and Union Fire Service Districts. The rate is based on one hundred (\$100) valuation of taxable property as listed January 1, 2019 in the respective Districts.

BUDGET ORDINANCE

SECTION 6. The Hertford County Fiscal Year 2019-2020 Schedule of Fees and Fines is attached and is effective July 1, 2019 through June 30, 2020.

SECTION 7. The County Manager is hereby authorized to accept grant funding which has been previously approved for application by the Board of Commissioners, including any local match involved. The County Manager is authorized to execute any resulting grant documents. Also, the County Manager is authorized to enter into contracts for purchases of apparatus, supplies, materials, or equipment as described in G.S. 143-129(a) up to the limits stated therein for informal bidding which are within budgeted appropriations. The County Manager is authorized to enter into routine service contracts in the normal course of county operations within budgeted appropriations. Change Orders for capital project contracts previously approved by the Board of Commissioners may be approved by the County Manager up to the informal bidding limits referred to above, provided that sufficient funding is available. All contracts authorized by this ordinance are approved for signature by the Chairman of the Board of County Commissioners, the County Manager, and/or the Clerk to the Board of Commissioners as appropriate; other department directors, including elected officials, do not have contract authorization authority. All contracts must include a preaudit certificate signed by the Finance Officer as described in G.S. 159-28(a).

SECTION 8. The County Manager, as Budget Officer, is hereby authorized to transfer appropriations contained herein and to enforce policy under the following circumstances:

- a. May transfer amounts between line item expenditures within a function without limitation. These changes should not result in increases in recurring obligations such as salaries.
- b. For purchases of \$500 and above, each department head is directly responsible for determining that no county funds are obligated without first securing a purchase order from the Finance Director.
- c. The Board of Commissioners shall be responsible for allocating funds from Contingency.
- d. No salary increase shall be awarded beyond those set forth in this budget document without Commissioners' approval.
- e. Transfers between functions/funds require approval of the Board of Commissioners.
- f. No grant agreement may be requested or entered into without the prior approval of the Board of Commissioners. Copies of such grants shall be furnished to the County Manager for review prior to submission to the Board of Commissioners.

SECTION 9. Copies of this ordinance shall be furnished to the Budget Officer, Finance Director, Tax Assessor, and Tax Collector for direction in carrying out their duties.

This budget is prepared and adopted on a functional basis, and need not be amended unless expenditures exceed functional appropriations.

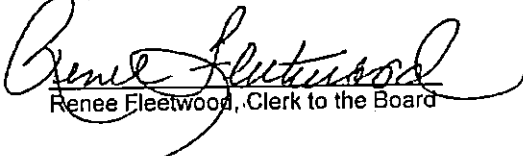
Adopted this the 26th day of June 2019.

HERTFORD COUNTY BOARD OF COMMISSIONERS

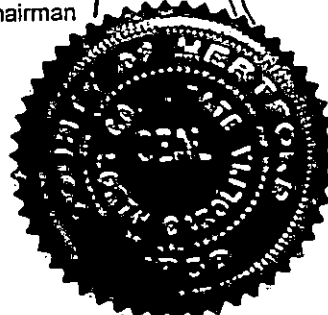


Ronald J. Gatling, Chairman

ATTEST:



Renee Fleetwood, Clerk to the Board



SCHEDULE OF FEES



**HERTFORD COUNTY, NORTH CAROLINA
SCHEDULE OF FEES
Fiscal Year 2019-2020**

I. WATER RATES/FEES

First 2,000 gallons (minimum) per month	\$	25.00
Each additional 1,000 gallons per month	\$	4.00
Tap-On Fee		
Residential/Commercial		
3/4 in. service	\$	700.00
1 in. service	\$	800.00
Meters larger than 1 in. – additional 20%	\$	1,000.00 (Minimum)

II. SEWER RATES/FEES

County Water		
First 2,000 gallons (minimum) per month	\$	47.00
Each additional 1,000 gallons over 2,000 gallons per month	\$	4.00
Well Water per month	\$	59.00
Vacant Lot Customer per month	\$	47.00

III. SOLID WASTE (LANDFILL) FEES

Rural Access Fee for Transfer Station Operations Annually	\$	90.00
Rural Access Fee for Convenience Site Operations Annually	\$	90.00
Tipping Fee (per ton)	\$	76.00
Recycled Clean Shingles (per ton)	\$	38.00
Scrap Tires		
Small Tires (Car Tires)	\$	1.25
Large Tires	\$	3.00
Extra Large Tires (Tractor Tires, etc.)	\$	4.00

IV. BUILDING CODE ENFORCEMENT FEES

Residential

New Construction/Site Built & Modular		
Remodels/Renovations (Unheated Areas per Sq. Ft.)	\$	0.15
Additions (Heated Area per Sq. Ft.)	\$	0.25
Manufactured Homes		
Single Wide	\$	100.00 (Plus Trades)
Double Wide	\$	150.00 (Plus Trades)
Triple Wide	\$	200.00 (Plus Trades)

SCHEDULE OF FEES

Insulation	\$ 50.00
Fuel Gas	\$ 50.00
Mechanical	
One Unit	\$ 60.00
Each Additional Unit	\$ 15.00
Electrical	\$ 50.00 (Minimum)
Per AMP	\$ 0.25
Add on Existing Service	\$ 50.00 (Minimum)
Temporary Service Pole	\$ 50.00
Plumbing	\$ 50.00 (Minimum)
One Bath & Kitchen	\$ 50.00
Each Additional Fixture	\$ 4.00
Homeowner Recovery Fund (G.S. 87-15.6)	\$ 10.00
Swimming Pools (In-Ground)	\$ 50.00 (Plus Trades)
Open Sheds	\$ 50.00
Day Care	\$ 50.00
Family Care	\$ 50.00
Commercial	
Plan Review	\$ 25.00
New Construction	\$50.00 Minimum or \$5.00 per \$1000
Insulation	\$50.00 Minimum or \$5.00 per \$1000
Fuel Gas	\$50.00 Minimum or \$5.00 per \$1000
Mechanical	\$50.00 Minimum or \$5.00 per \$1000
Electrical	\$50.00 Minimum or \$5.00 per \$1000
Plumbing	\$50.00 Minimum or \$5.00 per \$1000
Solar Farms	\$50.00 Minimum or \$6.00 per \$1000
Miscellaneous Fees for Residential and Commercial Permits	
Re-Inspection Fee	\$ 50.00

SCHEDULE OF FEES

After Hours Inspections (Per Hour)	\$ 100.00
Penalty Fees (Work Without Permits)	
Licensed Contractor	\$ 250.00
Owner	\$ 100.00
Demolition	\$ 50.00
Sign (New or Replacement)	\$ 100.00
Research Fee (Per Hour)	\$ 25.00

V. PLANNING & ZONING FEES

Zoning Ordinance (Copy)	\$ 7.00
Subdivision Ordinance (Copy)	\$ 5.00
Mobile Home Park Ordinance (Copy)	\$ 5.00
Special Called Meeting	\$ 200.00
Conditional Use Permit (Initial)	\$ 75.00
Conditional Use Permit (Renewal)	\$ 25.00
Rezone/Amend the Ordinance	\$ 350.00
Appeal or Variance	\$ 75.00
Zoning Permit Application	\$ 50.00
Subdivision Application	\$ 100.00
Each Lot (Not to exceed \$900.00)	\$ 25.00

VI. GEOGRAPHIC INFORMATION SYSTEMS & OTHER DATA

GIS Data DVD	\$ 300.00
Specific Layers	\$ 25.00
Countywide Color Images (Mr. SIDS)	\$ 150.00
Parcel Layer	\$ 50.00
Parcel Update Layer	\$ 25.00
GIS Webpage Generated Reports	\$ 2.00

SCHEDULE OF FEES

Faxed or Emailed GIS Maps (Per Map)		\$ 1.00
County Tax Database (Excel Format)		\$ 100.00
Printed Paper Maps:		
8.5" x 11" (Printer)	With Color Images	\$ 2.00
11" x 17" (Printer)		\$ 5.00
24" x 18" (Plotter)		\$15.00
24" x 36" (Plotter)		\$20.00
36" x 36" (Plotter)		\$25.00
36" x 48" (Plotter)		\$30.00
	Without Color Images	\$ 1.00
		\$ 3.00
		\$ 7.00
		\$10.00
		\$15.00
		\$20.00

VII. EMERGENCY MEDICAL SERVICES FEES

ALS Non-Emergency	\$ 405.66
ALS Emergency	\$ 642.30
ALS2 Emergency	\$ 929.66
BLS Non-Emergency	\$ 338.06
BLS Emergency	\$ 540.89
Mileage	\$ 17.15
ALS Treatment No Transport	\$ 250.00

VIII. FIRE INSPECTION FEES

There shall be no initial fee for fire inspections of Level I, II, or III properties requiring inspection under the mandatory inspection schedule with the exception of Foster Care Homes. If violations resulted during inspection, (30) days following the initial inspection, a re-inspection will be conducted. Life Safety violations should be corrected in the given timeframe by the inspector. If all violations have been corrected or a corrective action plan is agreed upon by inspector, no fee shall be imposed. If violations have not been corrected, the following shall apply:

Fire Violation Re-Inspections Fees

1) 1st Re-Inspection, Second Notice to Comply	\$ 50.00
2) 2nd Re-Inspection, Third Notice to Comply	\$ 100.00
3) 3rd Re-Inspection, Final Notice to Comply	\$ 150.00
4) Following issuance of (3) consecutive re-inspection fees without compliance, the operator, or other responsible person shall be cited to court for the violation of NC General Statute 14-68.	\$ 200.00 + Cost of Court
Foster Care Homes	\$ 25.00

3.2.1 – Operational Permits (Required)

SCHEDULE OF FEES

Code Section	Description	
105.6.2	Amusement Buildings	\$ 50.00
105.6.4	Carnivals and Fairs	\$ 50.00
105.6.6	Combustible Dust- Producing Operations	\$ 50.00
105.6.9	Covered Mall Buildings	\$ 50.00
105.6.13	Exhibits and Trade Shows	\$ 50.00
105.6.14	Explosives	\$ 50.00
105.6.17 (6)	Install, alter, remove, or abandon flammable or combustible liquid tanks	\$ 50.00
105.6.17 (7)	Change the contents of a flammable or combustible liquid tank	\$ 50.00
105.6.17 (8)	Manufacture, process, blend, or refine flammable or combustible liquids	\$ 50.00
105.6.17 (9)	To engage in the dispensing of liquid fuels into the fuel tanks of motor vehicles at commercial, industrial, governmental, or manufacturing establishments	\$ 50.00
105.6.17 (10)	To utilize a site for the dispensing of liquid fuels from tank vehicles into the fuel tanks of motor vehicles at commercial, industrial, governmental, or manufacturing establishments	\$ 50.00
105.6.20	Fumigation and Thermal insecticidal fogging	\$ 50.00
105.6.35	Private fire hydrants removal from service, use or operation	\$ 25.00 per hydrant
105.6.36	Pyrotechnic special effects materials	\$ 50.00
105.6.41	Spraying or dipping operations	\$ 50.00
105.6.43	Temporary membrane structures, tents and canopies	\$ 25.00
	Failure to secure permit	\$ 100.00 + Permit

3.2.2 – Construction Permits (Applies to installation of new systems and renovations to

SCHEDULE OF FEES

existing systems)

Code Section	Description	
105.7.1	Automatic fire-extinguishing systems	\$ 50.00 + \$2.00 per Nozzle/Head
105.7.2	Compressed Gases	\$ 50.00
105.7.3	Fire Alarm and Detection systems and Related equipment	\$ 50.00 + \$2.00 per initiating Device
105.7.4	Fire Pumps and Related Equipment	\$ 50.00
105.7.5	Flammable and Combustible liquids	\$ 50.00
105.7.6	Hazardous Materials	\$ 50.00
105.7.7	Industrial Ovens	\$ 50.00
105.7.8	L.P. Gas Installation and Modification (Applies only to occupancies covered by the N.C. Fire Prevention Code)	\$ 50.00
105.7.9	Private Fire Hydrants	\$ 25.00 per hydrant
105.7.10	Spraying and Dipping	\$ 50.00
105.7.11	Standpipe Systems	\$ 50.00 With Sprinkler System \$ 75.00 Without Sprinkler System
105.7.12	Temporary Membrane structures, tents and canopies	\$ 25.00
	Failure to secure permit	\$ 100.00 + permit

IX. REGISTER OF DEEDS FEES

Real Estate/Recordings:

Deeds and Instruments in General:	\$26.00 first 15 pages \$ 4.00 each additional page
Excise Tax on Deeds:	\$ 2.00 per \$1,000 (based on purchase price)
Deeds of Trust and Mortgages:	\$64.00 first 35 pages \$ 4.00 each additional page
State HWY Right-of-Way Plans:	\$21.00 first page \$ 5.00 each additional page
Satisfactions/Cancellations:	No Fee
Plat:	\$21.00 per page
UCC (after July 1, 2001):	\$38.00 1 to 2 pages
UCC, Correction Statements,	\$45.00 3 to 10 pages

SCHEDULE OF FEES

Amendments, Terminations	\$45.00 first 10 pages, plus \$ 2.00 for each page over 10
Non-Standard Document:	\$25.00 per document
Military Discharge Recording:	No Fee

Documents that contain multiple instruments will be charged an additional \$10.00 for recording

Beer and Wine License

Beer License off premises:	\$ 5.00
Beer License on premises:	\$25.00
Wine License on/off premises:	\$25.00

Vital Records/Notary

Issue Marriage License:	\$60.00
Certified Copies of Vital Records: (Birth, Death, and Marriage Certificates)	\$10.00 each
Online Requests:	\$ 3.50 additional charge
Electronic Birth Registration System:	\$24.00
Administer Notary Oath:	\$10.00

Copies

Certified Copies:	\$ 5.00 first page \$ 2.00 each additional page
Uncertified Copies:	\$.25 per page
Plat Copies:	\$ 3.00 per page
Certified Copy of Military Discharge:	No Fee