



**HERTFORD COUNTY, NORTH CAROLINA
BUDGET ORDINANCE
Fiscal Year 2020 – 2021**

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 1st, 2020 and ending June 30th, 2021:

GENERAL FUND

GENERAL GOVERNMENT

Governing Body	138,105
Refunds	62,500
Administration	517,013
Human Resources/Risk Management	444,197
Finance Office	353,239
Tax Assessor	309,736
Tax Collection	253,974
Board of Elections	191,752
Register of Deeds	206,748
Land Records	205,829
Public Buildings & Maintenance	1,167,655
Court Facilities	74,350
County Attorney	78,000
Central Services – General	21,750
Central Services – Telephone	125,700
Central Services – IT	618,628
TOTAL	4,769,176

PUBLIC SAFETY

Sheriff's Department	2,261,612
Detention Center	1,974,158
Emergency Management	270,419
Emergency Medical Services	1,457,425
E911 Central Communications	681,720
Animal Control	101,322
Medical Examiner	17,500
Building Inspection	136,535
Fire Departments	341,042
TOTAL	7,241,733

ECONOMIC AND PHYSICAL DEVELOPMENT

Economic Development	151,000
Soil Conservation	120,526
Cooperative Extension	147,793
TOTAL	419,319

HUMAN SERVICES

Veterans Service	69,207
STEPS To Health Grant	1,200
Health Department	533,637
Mental Health	86,390
Library	105,016

BUDGET ORDINANCE

DJJ & Delinquency Prevention	124,418
ROAP Program	128,050
Aging Administration	349,350
Aging Public Assistance	416,323
DSS Administration	2,511,398
DSS Public Assistance	773,984
DSS Grants	35,000
DSS Local Funds	<u>431,500</u>
TOTAL	5,565,473

EDUCATION

Public Schools – Current Expense	4,290,818
Roanoke Chowan Community College – Capital Outlay	125,000
Roanoke Chowan Community College	949,474
Fines & Forfeitures	<u>50,500</u>
TOTAL	5,415,792

DEBT SERVICE

Courthouse/County Administration	915,819
County Administration Office Building #1	281,374
Ahoskie Elementary School	<u>626,019</u>
TOTAL	1,823,302

SPECIAL APPROPRIATIONS

Non Profit/Community Based Organizations	183,474
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TRANSFER TO OTHER FUNDS

Transfer to Fund 21	<u>1,223,000</u>
TOTAL	1,223,000

CONTINGENCY

Contingency	184,000
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TOTAL GENERAL FUND 26,825,269

EMERGENCY TELEPHONE SYSTEM - E911	
Emergency Telephone Operations	193,150

ENHANCEMENT & PRESERVATION	
Earmarked Funds	8,500

SCHOOL RESERVE FUND	
Schools Capital Outlay	1,223,000

RURAL FIRE DISTRICTS	
Woodland Rural Fire Department	4,450
Ahoskie Rural Fire Department	94,400
Union Rural Fire Department	<u>7,850</u>
TOTAL	106,700

BUDGET ORDINANCE

SOLID WASTE		
Solid Waste Operations		1,201,428
General Fund Cost Allocation		<u>60,000</u>
TOTAL		1,261,428
NORTHERN RURAL WATER		
Northern Water Operations		350,151
Debt Service		203,883
General Fund Cost Allocation		<u>16,800</u>
TOTAL		570,834
SOUTHERN RURAL WATER		
Southern Water Operations		786,226
Debt Service		352,530
General Fund Cost Allocation		<u>43,200</u>
TOTAL		1,181,956
TUNIS SEWER DISTRICT		
Sewer Operations		23,730
Debt Service		<u>12,769</u>
TOTAL		36,499
TOTAL ALL FUNDS		<u>31,407,336</u>

SECTION 2. Revenue It is estimated that the revenues will be available during Fiscal Year 2018-19 to finance the foregoing appropriations:

GENERAL FUND		
Ad Valorem Taxes		12,791,331
Old Vehicle Taxes		40,000
New Vehicle Taxes		1,270,225
Sales & Use Taxes		4,788,588
Other Taxes & Licenses		71,479
Beer & Wine Tax		60,000
Restricted Intergovernmental General		444,593
Restricted Intergovernmental Aging		325,157
Restricted Intergovernmental - DSS		2,535,100
Permits and Fees		213,000
Sales and Services		1,596,238
Investment Earnings		110,000
Miscellaneous Revenue		73,235
Transfers from Other Funds		120,798
Fund Balance Appropriated		
General Fund Balance		1,686,956
School Reserve Fund Balance		698,569
TOTAL GENERAL FUND		<u>26,825,269</u>

EMERGENCY TELEPHONE SYSTEM - E911		
Wireless Fees		86,810
Fund Balance Appropriated		97,800
Interest Income		<u>8,540</u>
TOTAL		193,150

BUDGET ORDINANCE

ENHANCEMENT & PRESERVATION	
Enhancement & Preservation Revenue	8,500
SCHOOL RESERVE FUND	
Transfer of Restricted Sales Tax from General Fund	1,223,000
RURAL FIRE DISTRICTS	
Woodland Rural Fire Department - Ad Valorem Taxes	3,650
Woodland Rural Fire Department - Sales Tax	800
Woodland Rural Fire Department - Fund Balance Appropriated	0
Ahoskie Rural Fire Department - Ad Valorem Taxes	76,900
Ahoskie Rural Fire Department - Sales Tax	17,500
Ahoskie Rural Fire Department - Fund Balance Appropriated	0
Union Rural Fire Department - Ad Valorem Taxes	6,450
Union Rural Fire Department - Sales Tax	1,400
Union Rural Fire Department - Fund Balance Appropriated	0
TOTAL	106,700
SOLID WASTE	
User Fees	1,107,500
Restricted Intergovernmental Income	150,168
Interest Income	3,760
Fund Balance Appropriated	0
TOTAL	1,261,428
NORTHERN RURAL WATER	
User Fees	559,894
Interest Income	10,000
Transfer from General Fund	940
TOTAL	570,834
SOUTHERN RURAL WATER	
User Fees	1,145,476
Interest Income	35,280
Interest Income	1,200
TOTAL	1,181,956
TUNIS SEWER DISTRICT	
User Fees	27,856
Interest Income	1,800
Fund Balance Appropriated	6,843
TOTAL	36,499
GRAND TOTAL - ALL FUNDS - REVENUE	
	31,407,336

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, 2020 for the purpose of providing the revenue listed as "ad valorem taxes" in the General Fund in Section 1 of this Ordinance. The total estimated value will be \$1,640,864,896 to be taxed at a rate per one hundred dollars (\$100) of value. Real and personal property is projected to be collected at a rate of 96.0% and motor vehicles at a rate of 96.0%.

SECTION 4. There is hereby levied on the property tax bill for the fiscal year 2020-2021, a Solid Waste Assessment of \$150.00.

SECTION 5. There is hereby levied a special tax of five cents (0.05¢) for the purpose of raising revenue for Fire Prevention in the Woodland Fire Service District and a four cents (0.04¢) 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, 2020 in the respective Districts.

BUDGET ORDINANCE

SECTION 6. The Hertford County Fiscal Year 2021 Schedule of Fees and Fines is attached and is effective July 1, 2020 through June 30, 2021.

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 N.C.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 pre-audit certificate signed by the Finance Officer as described in N.C.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:

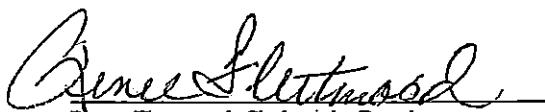
- a. May transfer amounts between line item expenditures within a department without limitation. These changes should not result in increases in recurring obligations such as salaries.
- b. For purchases of \$500 and above, each department head is directly responsible for determining that no County funds 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.

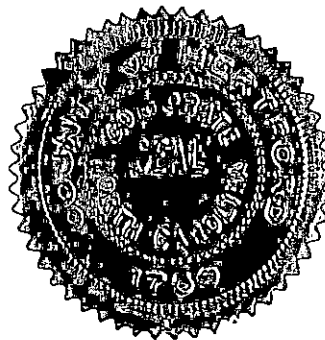
SECTION 9. Copies of this ordinance shall be furnished to the Budget Officer, Finance Director, Tax Assessor, and Tax Collector for direction in carrying out their duties.

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

Adopted this the 25th day of June 2020.


Ronald J. Gatling, Chairman
Hertford County Board of Commissioners


Renee Fleetwood, Clerk to the Board





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		
¾ 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)	\$	80.00
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

SCHEDULE OF FEES

3.2.1 – Operational Permits (Required)

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

SCHEDULE OF FEES

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

SCHEDULE OF FEES

UCC (after July 1, 2001):	\$38.00 1 to 2 pages
UCC, Correction Statements, Amendments, Terminations	\$45.00 3 to 10 pages \$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