

June 15, 2020 Regular Meeting

The Hoke County Board of Commissioners convened for a regular meeting at 7:00 pm on Monday, June 15, 2020 in the Commissioners Room in the Pratt Building.

PRESENT:

Chairman James Leach  
Vice Chairman Harry Southerland  
Commissioner Tony Hunt  
Commissioner Robert Wright  
Commissioner Allen Thomas, Jr.

ALSO PRESENT:

County Manager Letitia Edens  
County Attorney Grady Hunt  
Clerk to the Board Gwen McGougan

ABSENT:

None

**Chairman Leach called the meeting to order with a quorum present. Commissioner Wright led the Pledge of Allegiance and gave the Invocation.**

**1. Adoption of Agenda**

Hoke County  
Board of Commissioners



June 15, 2020  
7:00 P.M.

227 N. Main Street  
Raeford, North Carolina  
28376

Commissioner's Room  
Pratt Building

---

**A G E N D A**

---

INVOCATION & PLEDGE: Commissioner Robert Wright

ITEM

1. Adoption of Agenda
2. PUBLIC HEARING for Hoke Area Transit Service 5307 Operating & Capital Grant Request
3. PUBLIC HEARING for FY 2020-2021 proposed Budget
4. Consent Agenda
  - a. HATS FY 2021 FTA Certifications and Assurances (approved by County Attorney)
  - b. NCACC 2020/2021 Property & Liability, Workers Compensation Renewal
  - c. Designation of NCACC Voting Delegate for Annual Conference August 6, 2020
  - d. RFG Selection for Grow Hoke sewer project
  - e. Finance-Budget Amendments
5. Tax Collector
  - a. Collections Report for May, 2020
  - b. Tax Collector Reappointment
  - c. Reappointment of Susan Quick as Deputy Tax Collector
6. Tax Assessor's Report/Releases
7. Hoke County Public Library Board of Trustees Reappointments
  - a. Glendia Black-Flippin, 3-year term from July 1, 2020-June 30, 2023
  - b. Emily Greene Price, 3-year term from July 1, 2020-June 30, 2023
8. Hoke County Sheriff Hubert Peterkin  
Request to transfer funds
9. Manager's Report
10. Closed Session
11. Recess until June 16, 2020 at 11:00 am for Budget Workshop

Chairman Leach asked if there were any changes to the Agenda.

Vice Chairman Southerland asked to pull item 4d from the Consent Agenda for discussion. Commissioner Thomas asked to add consideration of James Farm Subdivision. County Manager Letitia Edens asked to add Tax Assessor Exclusions.

**Motion: Upon motion from Commissioner Thomas and second by Commissioner Wright the Board voted unanimously to approve the agenda as amended.**

## **2. Public Hearing: Hoke Area Transit Service 5307 Operating & Capital Grant Request**

HATS Director Nancy Thornton updated the Board on the 5307 grants and the plans to use the funding:

- FY 2016 5307 grant: Operating portion is \$457,800, with a local (County) match of \$228,900.
  - FY 2017 5307 grant: Operating portion is \$281,504, with a local match of \$140,752.
- The County portions of both grants are offset by spending on salaries, tires, fuel, etc.
- The FY 2016 Capital grant is \$87,854 and will be used for the purchase of a vehicle for the Transit Supervisor. Plans are to purchase furniture and computer equipment
  - The 2017 Capital grant is \$736,339 with a local match of \$147,268. These funds will be used to purchase:
    - Security fence and automatic gate for the new HATS facility \$59,500,
    - Covered wash area with storage \$145,680,
    - Wheelchair safety guards \$26,405,
    - Heavy-duty pressure washer \$26,000,
    - Security system \$2,316
    - Office shredder \$3,300,
    - Bus shelters 38 @ \$13,000 each totaling \$494,138
  - FY 2021 Operating grant \$398,550, with a local match of \$199,271, offset by spending on salaries, tires, fuel, etc.

Vice Chairman Southerland asked Ms. Thornton if the County had received any of these funds. Ms. Thornton replied that funds have not been disbursed, but all have been approved pending HATS' submission of documentation to the State.

Chairman Leach asked if the local matches are in next year's budget. Mrs. Edens said the County must show proof of how the local dollars are spent. Mrs. Edens reminded the Board that these are grant funds from 2016 and 2017 that were not requested by the County.

There were no citizen requests to speak at the public hearing.

**Motion: Upon motion by Commissioner Wright and second by Commissioner Thomas the Board voted unanimously to close the Public Hearing.**

## **3. Public Hearing: proposed Budget for Fiscal Year 2020-2021**

County Manager Letitia Edens presented her Recommended Budget for the upcoming FY 2020-2021, totaling \$53,739,558.

General Fund Highlights:

- No property tax increase,
- 7 new positions,
- 5 position regrades,
- 2 new departments: Audio & Security and Grant Management,
- Christmas Bonus: \$500 FT/\$300 PT/\$100 new employees after July 1, 2020,
- School system Current Expense \$600/student for an estimated 9,500 students,
- School system Capital Outlay \$1,185,000, including Technology 1:1 funding of \$600,000, and
- Fourteen new vehicles for departments within General Fund

Enterprise Fund Highlights:

- Utilities Department budget of \$9,410,094 with no fee increases requested by Utilities Director
- Utilities Capital Outlay of \$320,000 including three vehicles
- Solid Waste budget of \$2,859,000 with no fee increases requested by the Solid Waste Director
- Solid Waste Capital Outlay of \$70,000

Chairman Leach thanked the Manager and announced that there will be a budget workshop on Tuesday, June 16, 2020 at 11:00 am.

Chairman Leach continued by advising the Board that there are 476 County employees and many of them make less than \$15 per hour. The Chairman said that, during the budget workshops this week, he wants the Board to look closely at those positions that pay less than \$15 per hour and consider a two-stage increase that would bring them to \$15 per hour.

There were no citizen requests to speak at the Public Hearing.

**Motion: Upon motion by Commissioner Thomas and second by Commissioner Wright the Board voted unanimously to close the Public Hearing.**

#### 4. Consent Agenda

- a. HATS FY 2021 FTA Certifications and Assurances
- b. NCACC 2020/2021 Property & Liability and Workers Compensation Renewal
- c. Designation of NCACC Voting Delegate for Annual Conference August 6, 2020
- d. RFQ Selection for Grow Hoke sewer project
- e. Finance: Budget Amendments

AMENDMENT TO THE HOKE COUNTY BUDGET ORDINANCE  
2019/2020  
Amendment

**Section** Revenue of the Hoke County Budget Ordinance, pertaining to the Multi-Year Grants Funds shall be amended as follows:

Increase/(Decrease) Revenues

Inter-Governmental Federal Revenue	1,148,675
<b>Total</b>	<b>\$ 1,148,675</b>

**Section** of the Hoke County Budget Ordinance pertaining to the Multi-Year Grants Funds shall be amended as follows:

Increase/(Decrease) Expenditures

Grant Expenditures	1,148,675
<b>Total</b>	<b>\$ 1,148,675</b>

This amendment:

- Establishes Coronavirus Relief Fund Grant

Funding Source: Federal Funds

Submitted: 06-15-2020

Respectfully Submitted by:

Assistant Finance Director                      Approved by  
County Manager

AMENDMENT TO THE HOKE COUNTY BUDGET ORDINANCE  
2019/2020  
Amendment

**Section 1** of the Hoke County Budget Ordinance, pertaining to the General Fund operations of the County, shall be amended as follows:

Increase/(Decrease) Expenditures

Special Appropriations	2,431,985
Health Administration	(10,400)
Bioterrorism Grant	10,400
<b>Total</b>	<b>\$ 2,431,985</b>

**Section 2** of the Hoke County Budget Ordinance, pertaining to the General Fund operations of the County, shall be amended as follows:

Increase/(Decrease) Revenues

Taxes Ad Valorem	640,700
Sales Tax	1,150,000
Register of Deeds	94,421
Inspections	227,450
Transportation	319,414
<b>Total</b>	<b>\$ 2,431,985</b>

This amendment:

- To transfer excess revenue to 401 Parks and Recreation Project, money transfer from within budget

Funding Source: Excess revenue in Taxes Ad Valorem, Sale Tax, Register of Deeds, Inspections, and Transportation

- To prevent over spending in Bioterrorism

Funding Source: Lapse Hospitalization in Health Administration

Submitted 06-15-2020

Respectfully Submitted by:

Assistant Finance Director                      Approved by  
County Manager

AMENDMENT TO THE HOKE COUNTY BUDGET ORDINANCE  
2019/2020  
Amendment

Section 1 of the Hoke County Budget Ordinance, pertaining to the General Fund operations of the County, shall be amended as follows:

Increase/Decrease Appropriations

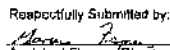
Sheriff	43,000
Jail	(43,000)
<hr/>	
Total	\$ -

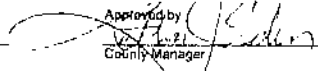
This amendment:

- To transfer lapse hospitalization from the Jail to cover overtime in the Sheriff's department

Funding Source: Lapse Hospitalization in the Jail

Submitted: 06-15-2020

Respectfully Submitted by:  
  
Assistant Finance Director

Approved by:  
  
County Manager

Item 4d, RFQ Selection for Grow Hoke project, was pulled for discussion.

**Motion: Upon motion by Commissioner Wright and second by Commissioner Thomas the Board voted unanimously to approve Consent Agenda Items 4a, 4b, 4c and 4e.**

Utilities Director Hilton Villines advised the Board that the Utilities Committee met on Friday, June 12, 2020 to review the Requests for Qualifications submitted by firms interested in designing the extension of sewer lines on Hwy 401 to serve the planned Aquatic and Recreation Center. Three companies submitted RFQs and the Utilities Committee chose Locklear, Locklear & Jacobs to design the sewer extension. Vice Chairman Southerland asked how the firm was chosen. Commissioner Hunt, who chairs the Utilities Committee, said that the three firms were equally qualified. One firm, KCI Associates, is based in Raleigh, NC. Another firm, LKC, is already working on two projects for the County. The third submission was from Locklear, Locklear & Jacobs. LL&J has worked on projects for the County in the past, including work on the sewer system, making them familiar with the collections and treatment facet of the Hoke County Regional system.

County Attorney Grady Hunt told the Board that the procedure is to select the most qualified firm, then negotiate fees. If the County and the vendor cannot come to terms, the County has the option of selecting one of the other firms.

**Motion: Commissioner Hunt made a motion to accept the Utilities Committee recommendation of LL&J to design the sewer extension to serve the Aquatic and Recreation Center. Chairman Leach seconded the motion. The Board voted 3 (Southerland, Thomas, Wright) to 2 (Hunt, Leach) to select an alternate firm.**

**Motion: Vice Chairman Southerland made a motion to select the firm LKC to design the sewer extension on Hwy 401. The motion died for lack of a second.**

**Motion: Upon motion by Commissioner Thomas and second by Vice Chairman Southerland the Board voted 4-1 to table the selection of a firm until a later date. Commissioner Hunt cast the dissenting vote.**

➤ **Addition to Agenda: Discussion of James Farm Subdivision, Phase 1**

Ms. Catherine Bamba, an Associate at The Charleston Group, representing Larry King & Associates Engineering Firm, addressed the Board. Ms. Bamba provided a letter from Mr. Jeffrey Nobles, PE from Larry King & Associates and a copy of a revised plat for James Farm, Phase 1.

The revised plat reflects a 7' wide easement within Phase 1 and a walking trail and ditch and drain system will be installed in lieu of sidewalks, curbs and guttering as required in Hoke County's Subdivision Ordinance.

Commissioner Hunt said he has been to the site and observed that infrastructure has been installed for Phase 1. There is a severe downslope with deep ditches that direct water runoff. Water flows to the end of the ditch, then drains into a retention pond.

**Motion: Upon motion by Commissioner Wright and second by Vice Chairman Southerland the Board voted unanimously to table this issue until the next regular meeting on Monday, July 6, 2020. The Board requests that the Engineers attend that meeting to answer questions regarding this project.**

## **5. Tax Collector**

- a. Tax Collector Daphne Dudley presented the collections report for May, 2020:

**HOKE COUNTY TAX COLLECTOR'S REPORT**  
 June 16, 2020

Tax Levy 2019	\$28,500,526.08
Additions to Levy YTD	\$1,085,758.56
Total 2019 Levy to Date	\$29,586,284.64
Refunds 2019	\$71,280.50
Releases/Abatelements	\$20,264.97
Discounts	\$581,864.95
Adjustments	\$13,043.93
Write Offs	\$1,384.78
Advertising Charged 2019 Tax Bills	\$0.00
Collectable Levy to Date	\$29,579,881.60
<b>Collected To Date</b>	<b>\$28,218,286.48</b>
Uncollected Balance 2019 Tax Levy	<b><u>\$1,361,678.14</u></b>

Collections May 2020	<b>\$110,827.18</b>
Releases May 2020	<b>\$0.00</b>
Percent of Levy Collected (Receipts)	<b>66.40%</b>
Percent of Levy Collected (Releases, Etc.)	<b>0.07%</b>

Prior Years Tax Levy May 2020	\$2,140,903.70
Prior Years Collected in May 2020 To Date	<b>\$906,622.20</b>
Uncollected Balance Before Releases	\$1,235,281.50
Refunds	\$6,047.50
Releases/Abatelements	\$5,643.18
Discounts	\$0.00
Adjustments	\$142.12
Write Offs/Insolvent	\$12,623.10
Uncollected Balance Prior Years	<b><u>\$1,162,674.49</u></b>

Prior Years Collected in May 2020	<b>\$80,046.11</b>
Releases Prior Years May 2020	<b>\$0.00</b>
Percent Prior Years Collected (Receipts)	<b>42.30%</b>
Percent Prior Years Collected (Releases Etc.)	<b>0.46%</b>
Total Uncollected Taxes	<b><u>\$2,524,260.63</u></b>

**2018 Taxes**

Tax Levy May 2019	\$28,743,039.88
Collections May 2019	<b>\$116,030.67</b>
Releases May 2019	\$0.00
Percent Collected (Receipts)	<b>66.25%</b>
Percent Collected (Releases Etc.)	<b>0.03%</b>
Prior Years Tax Levy May 2019	\$2,205,627.31
Collections May 2019	<b>\$87,222.18</b>
Releases May 2019	\$0.00
Insolvent	
Percent Collected (Receipts)	<b>45.47%</b>
Percent Collected (Releases Etc.)	<b>0.35%</b>

b. Tax Collector Reappointment

**Motion: Upon motion by Commissioner Hunt and second by Commissioner Thomas the Board voted unanimously to reappoint Daphne Dudley as Tax Collector for Hoke County.**

c. Deputy Tax Collector Reappointment

**Motion: Upon motion by Commissioner Thomas and second by Commissioner Hunt the Board voted unanimously to reappoint Susan Quick as Deputy Tax Collector for Hoke County.**

**6. Tax Assessor's Report/Releases**

Tax Assessor Jennie Gibson presented one request for a tax release:

Carolina Podiatry and Associates, Inc.      \$41.25      Business closed in 2018

**Motion: Upon motion by Commissioner Wright and second by Vice Chairman Southerland the Board voted unanimously to approve the release of \$41.25, the amount of the 2019 taxes.**

➤ **Addition to Agenda: Consideration of Tax Exclusions**

**Motion: Upon motion by Commissioner Wright and second by Commissioner Thomas the Board voted unanimously to add Consideration of Tax Exclusions to the agenda.**

Mrs. Gibson advised the Board that her office received four applications for property tax exclusions for Disabled Veterans and Senior Citizens. The deadline was June 1, 2020, but due to COVID-19 closures, the following applications were received after June 1, 2020:

Brown, Daniel	Disabled Veteran
McPhatter, Larry	Disabled Veteran
White, Larry	Disabled Veteran
McMillan, Pazavar	Senior Citizen

**Motion: Upon motion by Commissioner Wright and second by Commissioner Thomas the Board voted unanimously to accept the listed late Tax Exclusion applications.**

## **7. Hoke County Public Library Board of Trustees Reappointments**

Library Director Sheila Brown-Evans presented the following Board of Trustees members for reappointment to a 3-year term on the Board:

Glendia Black-Flippin  
Emily Greene Price

**Motion: Upon motion by Vice Chairman Southerland and second by Commissioner Hunt the Board voted unanimously to reappoint Glendia Black-Flippin and Emily Greene Price to 3-year terms on the Hoke County Public Library Board of Trustees.**

## **8. Hoke County Sheriff Hubert Peterkin**

Sheriff Peterkin had an emergency and could not attend the meeting. He is requesting to transfer \$43,000 from Jail lapse hospitalization to overtime in the Sheriff's budget. This transfer will cover the overtime until the fiscal year end.

**Motion: Upon motion by Commissioner Thomas and second by Commissioner Hunt the Board voted unanimously to approve the Sheriff's request to transfer \$43,000 from lapse hospitalization in the Jail's budget to overtime in the Sheriff's budget.**

## **9. Manager's Report**

County Manager Letitia Edens advised the Board that the auditors will be here the week of July 6, 2020.



Budget Workshops will be held Tuesday, June 16, 2020 and Wednesday, June 17, 2020.

Vice Chairman Southerland asked about the status of the small business grants.

Mrs. Edens said the \$1.48M in Coronavirus Relief Funds is in the bank. Mrs. Edens, County Attorney Grady Hunt and Finance Director EJ Prevatte and Assistant Director Garvin Ferguson have prepared a grant program for the Board to review. Mrs. Edens suggested that Economic Developer Will Wright manage the grants after the Board approves them.

Emergency Management is locating and acquiring Personal Protective Equipment, cleaners and disinfectants as it becomes available. Funds will be encumbered for the construction of a temperature-controlled warehouse to store PPE. Offices will be located in the warehouse for staff managing the warehouse.

Permanent glass is being installed at counters where customers are served.

The County is acquiring thermal cameras for the Courthouse, DSS and the McLaughlin Building.

Mrs. Edens is procuring a supply of COVID-19 tests for County employees.


Commissioner Thomas recognized the County Manager for her leadership during the pandemic.

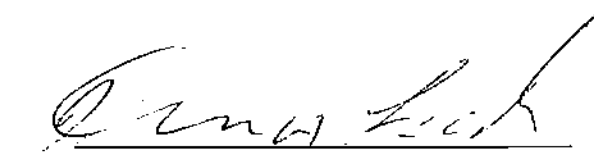
#### 10. Closed Session

No Closed Session was held.

#### 11. Recess

**Motion: There being no further business to come before the Hoke County Board of Commissioners, and upon motion by Commissioner Wright and second by Commissioner Hunt, the Board voted unanimously to recess the meeting until Tuesday, June 16, 2020 at 11:00 am for a budget workshop. The meeting recessed at 8:10 pm.**

  
Gwen McGougan, Clerk to the Board

  
James Leach, Chairman

