

The Hoke County Board of Commissioners convened for a regular meeting at 7:00 pm on Monday, March 19, 2018, in the Commissioners Room in the Pratt Building.

MEMBERS PRESENT:

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


OTHERS PRESENT:

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

Chairman Leach called the meeting to order with a quorum present and welcomed everyone.

Chief Deputy Gary Hammond led the Pledge of Allegiance and Chairman Leach gave the invocation.

ITEM 1. Adoption of Agenda

<p>Hoke County Board of Commissioners</p> <p>227 N. Main Street Waxton, North Carolina 28379</p>		<p>March 19, 2018 7:00 P.M.</p> <p>Commissioner's Room Pratt Building</p>
A G E N D A		
<p>INVOCATION & PLEDGE: Chairman James Leach</p>		
<p>ITEM 1.</p>		
<p>1. Adoption of Agenda</p> <p>2. Public Comment</p> <p>3. Public Hearings – Planning Matters</p> <p>a. Ron Hull requests approval of Charlotte Pines, a proposed 19-lot Major Subdivision located approximately 0.5 miles south of the intersection of Harrison Road and Highway 211. This site is known by Parcel Identification Number (PIN) 354920001031 and encompasses 15.25 acres of an 81-acre parcel. The property is currently zoned Residential Agricultural RA-20. The Planning Board unanimously recommended approval at their January 11, 2018 regular meeting. The developer has adjusted the lot sizes making the lot sizes smaller and the lot widths narrower. These changes were proposed after the preliminary plat was approved by the Board of Commissioners at the February 5, 2018 meeting.</p> <p>b. Application for General Use Rezoning RZ-18-1 submitted by William Devison to rezone the approximately 57.58 acre unadvised parcel known as Parcel Identification Number (PIN) 354920001003. The property is currently zoned Residential Agricultural (RA-20). The applicant requests to rezone the property to Industrial (I). The Planning Board unanimously recommended approval at their February 8, 2018 regular meeting.</p>	<p>7. Resolution Authorizing the Advertisement of an Offer to Purchase Surplus Property</p> <p>a. 305 Indian Lane, PIN 354920001058, Blue Springs Township</p> <p>b. 318 Indian Lane, PIN 354920001056, Blue Springs Township</p> <p>8. Health Department</p> <p>a. Approval of 2018-2019 Consolidated Agreement (submitted to County Attorney for review)</p> <p>b. Contract for WAC Processing Assistant II (reviewed by County Attorney)</p> <p>c. Contract for Temporary Social Worker (reviewed by County Attorney)</p> <p>d. Proposed Tattoo Artist fee reduction</p> <p>9. Hoke County Parks & Recreation Advisory Board Reappointments</p> <p>a. Orlbert Johnson (eight term),</p> <p>b. Sible Everts (eight term), and</p> <p>c. Jacqueline Charke (four term)</p> <p>10. Hoke County Board of Education Budget Amendment request</p> <p>11. Hoke County Sheriff Asset Forfeiture Fund Budget Amendment</p> <p>12. MATS</p> <p>a. 2018-2019 Community Transportation Program FTA Certifications & Allowances</p> <p>b. Drug and Alcohol Testing Policy</p> <p>13. Manager's Report</p> <p>14. Closed Session</p> <p>15. Adjourn</p>	
<p>4. Consent Agenda</p> <p>a. Minutes from February 19, 2018 regular meeting</p> <p>b. Minutes from March 2, 2018 special meeting</p> <p>c. NC Vehicle Tax Purchasing Refunds totaling \$2,345.93</p> <p>d. Amendment to Tyler Technologies, Inc. Agreement (reviewed by County Attorney)</p> <p>e. DSS staffing request</p> <p>f. Finance Budget Amendments</p>		
<p>5. Tax Collector's Report</p> <p>6. Reversion of Library Conference Room June 11, 12, 14 & 16, 2018 by Voters with Degrees</p>		

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

The County Attorney asked to table item 4d, Amendment to Tyler Technologies, Inc. Agreement.

Motion: Commissioner Wright made a motion to adopt the Agenda as amended, seconded by Vice Chairman Southerland.

Action: The motion passed unanimously.

ITEM 2. Public Comment

One person signed up to speak but left before the Public Comment period. Chief Deputy Gary Hammond was in attendance and advised the Board that the citizen's issue relates to gambling machines and Chief Hammond has his contact information and will assist him.

ITEM 3. Public Hearings – Planning Matters

- a. Ron Huff requests approval of Charlotte Pines, a proposed 19-lot Major Subdivision located approximately 0.5 miles south of the intersection of Montrose Road and Highway 211. The site is known by Parcel Identification Number (PIN) 584960001031 and encompasses 15.25 acres of an 81-acre parcel. The property is currently zoned Residential Agricultural RA-20. The Planning Board unanimously recommended approval at their January 11, 2018 regular meeting. **The developer has adjusted the lot sizes making the lot sizes smaller and the lot widths narrower. These changes were proposed after the preliminary plat was approved by the Board of Commissioners at the February 5, 2018 meeting.**

Planner Robert Farrell explained that the subdivision will be located on 15 acres of an 80-acre parcel. Lots will have shared driveways and each home will have a septic tank.

Mr. Huff added that the lots are approximately 275' deep, with each lot being roughly 2/3 of an acre. The developers are hoping to retain mature trees in the front of the lots and in the back.

Motion: Commissioner Wright made a motion to close the public hearing, seconded by Commissioner Hunt.

Action: The motion passed unanimously.

Motion: Vice Chairman Southerland made a motion to approve the revised plat for the 19-lot subdivision, Charlotte Pines, seconded by Commissioner Thomas.

Action: The motion passed unanimously.

- b. Application for General Use Rezoning RZ-18-1 submitted by William Dawson to rezone the approximately 87.34 acre unaddressed parcel known as Parcel Identification Number (PIN) 584990001003. The property is currently zoned Residential Agricultural (RA-20). The applicant requests to rezone the property to Industrial (I). **The Planning Board unanimously recommended approval at their February 8, 2018 regular meeting.**

Mr. Farrell advised the Board that the parcel is at the border of the Ft. Bragg reservation. Adjacent properties are similarly zoned.

The applicant, William Dawson, said that he desires to expand an existing sand operation. Mr. Dawson added that some of the acreage is contaminated from battery casings, limiting the use for

the property. Mr. Dawson said that he can extract the sand, making the property suitable for his operation.

Mr. Jim Womble owns an adjacent property. He asked Mr. Dawson if his plan is just to use the property for sand pits. Mr. Dawson confirmed that it is. With the proximity to the military property there are few options on how the property can be used. Mr. Womble confirmed that portions of the property had been contaminated and attempts had been made to clean it up.

Mr. Scott Wennburg, representing his mother, Nancy Wennburg, another adjacent property owner, addressed the Board. He is also concerned about how the property will be used. He is worried about noise and dust. Mr. Dawson replied that all current and future activity will be in compliance with agencies such as DENR and the EPA.

Motion: Commissioner Thomas made a motion to close the public hearing, seconded by Commissioner Hunt.

Action: The motion passed unanimously.

Motion: Commissioner Wright made a motion to approve application for rezoning RZ-18-1 to rezone the entirety of PIN 584990001003 from Residential (RA-20) to Industrial (I), seconded by Vice Chairman Southerland.

Action: The motion passed unanimously.

ITEM 4. Consent Agenda

- a. Minutes from February 19, 2018 regular meeting
- b. Minutes from March 2, 2018 special meeting
- c. NC Vehicle Tax Pending Refunds totaling \$2,345.93
- d. Amendment to Tyler Technologies, Inc. Agreement (*reviewed by County Attorney*)
- e. DSS staffing request
- f. Finance: Budget Amendments

Vice Chairman Southerland asked to pull item e for discussion.

Motion: Commissioner Thomas made a motion to approve Consent Agenda Items a, b c & f, seconded by Commissioner Wright.

Action: The motion passed unanimously.

With regard to item e, Interim DSS Director Becky Morrow addressed the Board. She is requesting 2 positions:

- A permanent Medicaid Lead Worker to keep abreast of changes in the Medicaid system and monitor the Adult Medicaid Unit to ensure compliance and accuracy, and
- A time-limited Income Maintenance Caseworker in the Adult Medicaid Unit due to the heavy caseload in that unit.

Funds are available in lapsed salaries to cover the costs of these positions and both are eligible for reimbursement.

County Manager Letitia Edens recommended approval of these positions.

Commissioner Hunt asked if the time-limited position will end on June 30, 2018. Mrs. Edens said that the position will be reconsidered at budget time. Commissioner Thomas asked if Ms. Morrow would be requesting the time-limited position be made permanent in the new budget. Ms. Morrow said that this position can remain time-limited for 3 years. There are currently 3 time-limited positions elsewhere within the department that need to be made permanent. Ms. Morrow did agree that she will request the new time-limited position be made permanent in the upcoming budget. Commissioner Thomas said that he wants to avoid debating this position during the budget process. Commissioner Hunt said that it is important that it's made clear to applicants that the position is time-limited and may not be included in the upcoming budget. Vice Chairman Southerland said that his goal is to attract quality candidates for the job. The Board should plan to include this position in next year's budget. Commissioner Hunt said that in his experience, plans can be made and then funding through the State falls through and you have to make cuts that you didn't plan. Commissioner Thomas says he simply wants to know the will of the Board because it could be very close to year-end before the position is filled. Commissioner Hunt said that he would have to see the budget in its entirety before he could give his support.

Ms. Morrow stated that these positions are needed. Commissioner Hunt asked how quickly the position could be filled. Ms. Morrow replied that, if the position was posted immediately and ran for the required 7 days, then get the interviews scheduled, it could be filled during April. It is important to get the process started. The applications should be sent to the State for approval early in the process.

Motion: Vice Chairman Southerland made a motion to approve Consent Agenda Item e, a permanent Medicaid Lead Worker and a time-limited Income Maintenance Worker for DSS, seconded by Commissioner Thomas.

Action: The motion passed unanimously.

Commissioner Wright stated that he believes the Board can find the money to make the time-limited Income Maintenance Worker position permanent. Commissioner Thomas said that he is not looking at the totality of the budget at this time. He asked for the Manager's recommendation and she said she recommends approving the time-limited position now and considering making it permanent in the future.

ITEM 5. Tax Collector's Report

Deputy Tax Collector Susan Quick presented the Tax Collector's Report for the month of February:

HOKE COUNTY TAX COLLECTOR'S REPORT
March 19, 2018

Tax Levy 2017		\$27,198,554.80
Additions to Levy YTD		\$931,495.92
Total 2017 Levy to Date		\$28,130,050.72
Refunds 2017		\$69,048.38
Releases/Abatements		\$17,866.45
Discounts		\$388,523.92
Adjustments		\$174.04
Write Offs		\$508.97
Advertising Charged 2017 Tax Bills		\$0.00
Collectable Levy to Date		\$28,116,788.31
Collected To Date		\$26,306,310.59
Uncollected Balance 2017 Tax Levy		<u>\$1,810,457.72</u>
Collections February 2018	\$612,062.32	
Releases February 2018	\$0.00	
Percent of Levy Collected (Receipts)	93.56%	
Percent of Levy Collected (Releases, Etc.)	0.06%	
Prior Years Tax Levy February 2018		\$2,911,283.45
Prior Years Collected in February 2018 To Date		\$961,628.74
Uncollected Balance Before Releases		\$1,949,654.71
Refunds		\$159,010.11
Releases/Abatements		\$551,219.97
Discounts		\$49.34
Adjustments		\$903.44
Write Offs/Insolvent		\$3,456.01
Uncollected Balance Prior Years		<u>\$1,623,278.16</u>
Prior Years Collected in February 2018	\$87,824.69	
Releases Prior Years February 2018	\$0.00	
Percent Prior Years Collected (Receipts)	33.03%	
Percent Prior Years Collected (Releases,Etc.)	28.27%	
Total Uncollected Taxes		<u>\$3,333,733.87</u>
2016 Taxes		
Tax Levy February 2017		\$27,622,250.75
Collections February 2017		\$50,474.61
Releases February 2017		\$172.53
Percent Collected (Receipts)	92.74%	
Percent Collected (Releases, Etc.)	0.02%	
Prior Years Tax Levy February 2017		\$2,081,655.95
Collections February 2017		\$99,181.30
Releases February 2017		\$9.35
Insolvent		\$0.00
Percent Collected (Receipts)	25.60%	
Percent Collected (Releases, Etc.)	0.93%	

ITEM 6. Reservation of Library Conference Room June 11, 12, 14 & 15, 2018 by Sisters with Degrees

Library Director Sheila Brown Evans introduced Ms. Chentell Parker, who told the Board about the Sisters with Degrees program. This is a youth-empowerment program for girls ages 14-18 to teach them life skills, college and career readiness. Commissioner Thomas thanked Ms. Parker for returning to Hoke County and giving back to the community.

Ms. Evans confirmed that the days requested do not conflict with any other activities.

Motion: Commissioner Hunt a motion to approve Sisters with Degrees to use the Library Conference Room on June 11, 12, 14 & 15, 2018, seconded by Commissioner Wright.

Action: The motion passed unanimously.

Ms. Parker added that she is developing a program for middle-schoolers called Reading with Meaning. The County Manager suggested that Ms. Parker contact Literacy Director Carole Taitt.

ITEM 7. Resolutions Authorizing the Advertisement of Offers to Purchase Surplus Property

Clerk Gwen McGougan advised the Board that bids have been received on the following surplus properties:

- a. 365 Indian Lane, PIN 384920001088, Blue Springs Township
- b. 369 Indian Lane, PIN 384920001086, Blue Springs Township

Parcel	384920001088	Parcel	384920001086
Location	365 Indian Lane	Location	369 Indian Lane
Township	Blue Springs	Township	Blue Springs
Date Acquired	6/1/2016	Date Acquired	6/14/2016
Declared Surplus	10/17/2016	Declared Surplus	10/17/2016
Tax Value	\$ 6,920.00	Tax Value	\$ 2,770.00
Tax/Fees	\$ 2,324.27	Tax/Fees	\$ 1,014.07
Sheriff/Court Fees	\$ -	Sheriff/Court Fees	\$ -
Attorney Fees	\$ 2,388.11	Attorney Fees	\$ 1,218.15
Total	\$ 4,712.38	Total	\$ 2,232.22
Bid Received 75%	\$ 3,534.29	Bid Received 75%	\$ 1,674.17
By	Michael Lowery	By	Michael Lowery
Date	2/26/2018	Date	2/26/2018

Both properties have been on the County's books for over one year, qualifying the bidder to place a bid of 75% of the County's cost of foreclosure. Upon inquiry from Chairman Leach, Mrs. McGougan confirmed that all the paperwork was in order.

Motion: Vice Chairman Southerland a motion to approve advertisement of bids received on the listed properties, seconded by Commissioner Thomas.

Action: The motion passed unanimously.

ITEM 8. Health Department

- a. Approval of 2018-2019 Consolidated Agreement

Health Director Helene Edwards explained that the Consolidated Agreement enables the Health Department to receive funding.

- b. Consideration of WIC Processing Assistant II position

The WIC Processing Assistant II will fill the need for a receptionist during Health Department hours of operation. This is a temporary position and will end on May 31, 2018. Ms. Edwards added that the E-WIC program begins on March 20, 2018.

c. Contract for Temporary Social Worker

The Temporary Social Worker will fill in for an employee who is out for Family Medical Leave. This position lasts eight weeks. The position is funded by PCM and CC4C programs.

d. Proposed Tattoo Artist fee reduction

Ms. Edwards said that the Health Department has received several complaints from individuals who would like to conduct business in Hoke County. Hoke County's current fee of \$500 per year is well above the annual fees in neighboring counties. The Board of Health recommends lowering the tattoo artist fees from \$500 to \$250 per year.

Motion: Commissioner Wright made a motion to approve the Health Department requests listed as Item 8 a-d:

- a. 2018-2019 Consolidated Agreement,
- b. Contract for WIC Processing Assistant II through May 31, 2018,
- c. Eight week contract for Temporary Social Worker, and
- d. Reduction of Tattoo Artist Annual fee of \$500 to \$250,

seconded by Vice Chairman Southerland.

Action: The motion passed unanimously.

ITEM 9. Hoke County Parks & Recreation Advisory Board Reappointments

Director Kendric Maynor presented the following Parks & Recreation Advisory Board reappointments:

- a. Gilbert Johnson (eighth term),
- b. Billie Edens (eighth term), and
- c. Jacqueline Chavis (third term)

Motion: Commissioner Hunt made a motion to approve the reappointments of Gilbert Johnson, Billie Edens and Jacqueline Chavis to the Parks & Recreation Advisory Board, seconded by Commissioner Thomas.

Action: The motion passed unanimously.

ITEM 10. Hoke County Board of Education Budget Amendment request

Hoke County Schools' Finance Officer Wanaa Chavis asked the Board to allow the School System to use \$44,092.53 in unused Capital Project funds toward the leases of the Fire Tower Modular unit and Barbering Class Modular unit. Both are "lease to purchase" and the remaining funds will pay off one of the modular units with remaining funds toward the balance owed on the other modular unit.

Chairman Leach commended the School System on entering into Lease to Purchase contracts that result in ownership of the unit.

Motion: Commissioner Wright made a motion to approve the release of the remaining capital funds, totaling \$44,092.53 to use toward payment of the Fire Tower Modular unit and the Barbering Class Modular unit, seconded by Vice Chairman Southerland.

Action: The motion was approved unanimously.

ITEM 11. Hoke County Sheriff Asset Forfeiture Budget Amendment

Chief Deputy Gary Hammond presented Sheriff Peterkin's request to increase the Asset Forfeiture budget by \$8,000 for operating funds and equipment purchases that were not anticipated when the budget was adopted. The department also purchased a K-9 for the Narcotics division. The funds are in the Asset Forfeiture bank account and this Budget Amendment will enable the department to use them. Upon inquiry from Chairman Leach, Deputy Hammond confirmed that these are drug enforcement funds as opposed to County funds. The department has recently received additional Federal Asset Forfeiture funds.

Motion: Commissioner Wright made a motion to approve the budget amendment of , seconded by Commissioner Hunt.

Action: The motion was approved unanimously.

ITEM 12. HATS

- a. 2018-2019 Community Transportation Program FTA Certifications & Assurances
- b. Drug and Alcohol Testing Policy

Transportation Director Nancy Thornton explained to the Board that the Certifications & Assurances and an updated drug policy are required for entities that receive Federal Transit Administration funds.

Motion: Commissioner Hunt made a motion to approve Item 12a, 2018-2019 Community Transportation Program FTA Certifications and Assurances, and Item 12b, Drug and Alcohol Policy for HATS, seconded by Vice Chairman Southerland.

Action: The motion was approved unanimously.

ITEM 13. Manager's Report

County Manager Letitia Edens advised the Board that Directors are turning in their requested FY 2019 budgets and she and the Finance Officer will be reviewing the submissions during the next couple of weeks.

Each Commissioner has been given a copy of the RFQs that were submitted for the Design-Build projects to construct and Agriculture Center and Parks & Recreation facility. The submissions are from Bobbitt Design & Build, Clancy & Theys, CSI Construction Systems, Inc. and MetCon Construction. The Board needs to select a date when they would like to interview the candidates.

Mrs. Edens read aloud a card from Mrs. Shirley Wright thanking the Board for the flowers they sent when her brother, Mr. Julian Johnson, passed away earlier in March.

ITEM 14. Closed Session

No Closed Session was held.

ITEM 15. Adjourn

There being no further business, upon motion made by Commissioner Thomas, seconded by Vice Chairman Southerland, the Board voted 5-0 to adjourn the March 19, 2018 regular meeting of the Hoke County Board of Commissioners at 7:50 p.m.


James Leach, Chairman


Gwendolyn McGougan, Clerk to the Board

APPROVED
APR 16 2018 
Hoke Co. Governing Body

