

Continuation of recessed Monday, June 19, 2017 meeting of the Hoke County Board of Commissioners to Tuesday, June 27, 2017 at 1:00 pm, 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.

The County Attorney updated the Board on Project Armor: An existing business in Hoke County plans to expand and they are considering Hoke County and an adjoining county. Economic Developer Don Porter would like for the Board to consider incentives, such as a local grant match or tax incentives, to keep the expansion in Hoke County.

Commissioner Wright asked how many jobs will be created. Vice Chairman Southerland replied that there will initially be 60 jobs created with more being phased in over the subsequent 30 months. The total job creation is expected to be 240. These jobs will begin at \$15 per hour. Commissioner Hunt said that the Board needs to help if they can.

Chairman Leach asked the County Manager how much money is expected from the County. Mrs. Edens replied that there's a possible building grant from the State. The County's portion would be 5%, roughly \$25,000.

Commissioner Hunt asked how much they want in tax incentives. Mrs. Edens said for the first year: the local grant match, second year: 50%, third year: 40% and fourth year: 30%. This works out to be approximately \$34,000.

Vice Chairman Southerland told the Board that this is a great opportunity for Hoke County. A total of 240 jobs with starting pay of \$15 per hour and the employees will be insured.

Chairman Leach asked the County Manager to review the changes to the proposed FY 2018 budget that have been made so far. Mrs. Edens presented the following changes:

- Governing Body: Funds added for additional training
- Administration: Funds added to Professional Services for possible contract with Cherry Bekaert to review the County's internal controls and legal services.

- Human Resources: Funds included in Service & Maintenance Contracts for the Time Clock software support. The company no longer supports the version of Time Clock that we currently use. The new version is cloud-based and the support is based upon the number of licenses. The County is purchasing 650 licenses. The new version of Time Clock will also help the County with internal controls. Commissioner Hunt asked the Manager if she had received any more applications for the HR Director position. Mrs. Edens said she has received about five more. Commissioner Hunt asked if, once a Director is hired, if HR will be fully staffed. Mrs. Edens said she is in the process of hiring a Personnel Tech 1. That position and the Director will result in HR being fully staffed.
- Finance: Removed overtime from the budget. Finance Staff will receive compensatory time for any overtime worked.
- Tax Administration: No changes
- Tax Collections: Reduced Professional Services to \$10,000. As a result of the recent policy change where we will no longer charge ourselves for property taxes at the time of foreclosure, the funds should replenish themselves. With regard to In Rem foreclosures, those are done by the Sheriff Department with little oversight, unlike regular foreclosures which are done by attorneys. Any problem with an In Rem foreclosure is the County's responsibility to correct. Commissioner Thomas asked what the County's options are. The County attorney replied that the County could stop doing In Rems and only do regular foreclosures. Chairman Leach said stop the In Rems and the other Board members agreed.
- DMV: No changes
- Legal: No changes
- Courts: No changes
- Elections: No changes. Commissioner Hunt asked if there was money budgeted for primaries. Mrs. Edens confirmed that the Elections Director did include funds in her One Stop line item for a primary, if needed.
- Register of Deeds: Changes made to salaries for step increase.
- Non-Departmental:
 - Flex Medical: Increased because more employees signed up this year. These funds are paid at the beginning of the year by the County and then repaid by employees through payroll deduction.
 - Unemployment: Down to \$75,000 from \$120,000 in FY 2016.
 - Medical Expense Reimbursement: County-paid portion of health insurance for retirees.
 - Insurance: Will be separating the HATS vehicles.
 - Charge for Services: Indirect cost – cost for internal services.
 - Christmas Bonus: Calculated at \$400/FT employee, \$300/PT employee, \$100/employees that begin employment between July 1, 2017 and October 30, 2017. Chairman Leach asked what was given last year. Mrs. Edens replied that last year's bonus was \$300/FT employee and all employees received a COLA. Every \$100 increase costs the County roughly \$70,000. Interim Finance Officer Garvin Ferguson pointed out that \$500/FT employee was accrued. Upon review, Mrs. Edens agreed that \$500/FT employee was budgeted.
 - Salary Accrual: Budgeted to adjust the amount of payroll that crosses over the fiscal year. Access is limited to the Non-

Departmental line item to only the Finance Officer or the County Manager or her designee.

- Information Technology: No changes.
- Central Garage: No changes. Chairman Leach said to be sure that when a department gets a new vehicle, an old one is turned in.
- Public Buildings: Capital Outlay items funded:

Evidence Room	Roof	\$	19,244
Addressing, Parks & Rec, Turkey Festival storage	Roof	\$	14,696
Parks & Rec Armory Park Storage Building	Roof	\$	3,783
Parks & Rec Storage Building	Renovation	\$	10,800
Armory Park Stage	Renovation	\$	7,700
DSS	A/C Replacement	\$	9,850
Pratt Building (Back offices)	A/C Replacement	\$	4,000
JC Hut	Renovation	\$	78,000
Literacy Building	A/C Replacement	\$	25,000
Building Maintenance	Truck	\$	28,000
Housekeeping	Van	\$	24,831
Total		\$	225,904

Mrs. Edens asked if Housekeeping needs to turn in their old vehicle when they get their new one. Chairman Leach confirmed that they do need to turn in their current vehicle.

- Groundskeeping: No changes.
- Sheriff: Mrs. Edens said that she left 3 positions: one deputy and two transports. Commissioner Hunt asked about the Sheriff's Capital Outlay request. Mrs. Edens said that she left in the \$83,898 computer system that they requested because they said it was mandatory. This is a SBI field-based reporting system that will replace the handwritten reports. Commissioner Thomas asked if the Sheriff had provided documentation that this system is mandatory. The Board instructed Mrs. Edens to pull the computer system pending evidence that it is mandatory.

Commissioner Hunt inquired about vehicles. Mrs. Edens told the Board that six vehicles totaling \$206,106 remain in the recommended budget.

Commissioner Wright asked about the purpose for the three positions. Mrs. Edens replied that some of the overtime issue is due to transporting inmates to and from court, other detention centers and hospitals. The deputy will be a road patrol deputy. Commissioner Wright expressed concern that there might be an issue with managing personnel.

Chairman Leach commented that most of the overtime is at the jail. Commissioner Thomas said that is largely attributable to turnover. Mrs. Edens agreed. Commissioner Thomas then said that if funds for overtime are removed you need to add positions. Commissioner Wright pointed out that in the Cherry Bekaert report, 12 positions were added and, at the same time, the overtime expense increased. Commissioner Hunt asked the Manager if sheriff and jail

personnel are justifying overtime on their time sheets. Mrs. Edens confirmed that they are.

Commissioner Hunt asked if the six new vehicles are designated as deputy cars. The County Attorney replied that, once the funding for vehicles is provided, selecting them is a management decision. Chairman Leach commented on the number of vehicles at the Sheriff's Department and the jail. Commissioner Wright added that the policy of turning a vehicle in when a new one is purchased should have been in place. Commissioner Hunt said that the Board can be clear that they are funding six road patrol vehicles at a total based upon a quote per vehicle. If six road patrol vehicles are not purchased, or other types of vehicles are purchased, it's a management decision.

Chairman Leach asked the Manager how much was budgeted for the six road patrol vehicles. The Manager replied that \$206,106 was budgeted and this amount includes funds for equipping them. Commissioner Wright said that the vehicles should be on a rotation schedule. Commissioner Hunt agreed that it is important to keep rotating vehicles so the County doesn't fall behind. One year 20 vehicles had to be purchased to catch up. Commissioner Hunt said that the vehicle makes and models should be listed on the purchase order before they are ordered and make sure it is road patrol deputy cars that are being purchased. The County Attorney said to make sure the purchase order is for what is budgeted before it is approved.

Commissioner Hunt asked if transport personnel are deputies. Mrs. Edens said they are. They also work civil. Jailers don't leave the jail. Commissioner Hunt said that we should leave the transport positions.

The Board instructed the Manager to remove the deputy position and the computer system. Further, leave the transport positions and six road patrol cars.

- Communications: 2 Regrades for staff at a cost of \$10,485. Commissioner Wright said that he hoped that would keep Hoke County competitive with the surrounding counties and keep the County's Communications Center employees from leaving.
- Jail: Reduced overtime to \$50,000. New jail employees will sign an agreement as a condition of employment that they agree to receive compensatory time for overtime worked. Interim Finance Officer Garvin Ferguson said that funds have been allotted in the Non-Departmental budget for overtime pay if needed. Department heads will have to go before the Board to request a budget amendment for overtime. The County Attorney said that a statement should be added to the Budget Ordinance explaining the new policy: Effective July 1, 2017 all new hires in jailer positions will not be eligible for paid overtime. Overtime worked will be reimbursed with compensatory time. The Manager asked if this policy will apply to deputies. Commissioner Thomas said that he would consider agreeing to that only if the Sheriff's Department was fully staffed. He said he feels strongly that the new policy should only apply to new hires at the jail.
- Emergency Management: EM will no longer be a component of the Sheriff's Department. It will be a separate department. Three positions will remain

with Emergency Management: The Director, Assistant Director (now a full-time position), and the Chief Fire Inspector. Through FY 2017, the EM Director has been paid from the Sheriff's budget. The Manager told the Board she has deducted the EM Director's salary & benefits from the Sheriff's FY 2018 budget and it will now be paid from Emergency Management. Commissioner Thomas asked where the Emergency Management office will be. Chairman Leach said that they will move into the 911 Backup center in the old Armory for the time being. The Manager said that she is working with the County Attorney to add a statement regarding this move to the Budget Ordinance.

- Inspections: No changes.
- Medical Examiner: Increased to \$100,000. Cost has risen steadily over recent years. For FY 2017 the County has already paid over \$80,000 through May.
- Animal Control: Increases in salaries totaling \$3500.
- Juvenile Justice: No changes.
- Transportation: Change in revenue to offset purchase of new vehicles.
- Planning & Zoning: No changes.
- Economic Development: Included funds for County brochures.
- Cooperative Extension: Some line items were incorrect. Moved to the proper place. No change in bottom line.
- Soil & Conservation: No change.
- Health Administration: Environmental Health Specialist II removed from the budget. Position not justifiable due to issue with current employee. Reclassifications remain for Social Worker II and Nutritionist I.
- DSS: Social Worker III and IMC Lead Worker remain. The 3 time-limited workers will remain for one more year.

Commissioner Thomas wishes to reclassify the Administrative Officer I to Administration Officer II. Position must be approved by the State. With reclassification pending, Commissioner Thomas recommended setting aside funds within the DSS departmental budget for the difference in salary.

Two vehicles remain in the recommended budget. The Manager advised the Board that a Social Worker wrecked an older DSS Ford Explorer during the past week.

Commissioner Thomas asked if the employee moving from HATS to DSS could be transferred laterally without a decrease in pay. In HATS this employee is at a Grade 62. The new position as an Office Assistant III at DSS is a Grade 59. Commissioner Thomas said that she is losing her job through no fault of her own. Her HATS position was paid for by a grant that is not being funded this year. All DSS Office Assistants are at Grade 59.

- Veterans Services: Increased supplies, postage and travel. Funds are provided to purchase additional US Flags for the Courthouse. Building Maintenance has been notified to install a light to shine on the flag. The Veterans Services Director and Assistant are required to attend one conference per year to retain their certification.
- Senior Services: Added \$24,480 to the home-delivery program line item. This should clear the waiting list.

- Library: Corrected a typo in the Electric line item from \$12,000 to \$1,200.
 - Public Schools: Funded:
 - Three roof repairs
West Hoke Elementary & 2 at Hoke High School \$100,000
 - Fire tower 400,000
 - 1:1 Initiative 586,331
- \$1,086,331
- Community Colleges: Removed \$26,223 camera system.
 - Literacy Council: No changes.
 - Parks & Recreation: Changed Part-time to Permanent Part-time. Moved to Salaries line item. Funded:
 - Batting cages
 - Bathroom renovations
 - Utility vehicle
 - Possible restructuring
 - Pulled backstop fence
 - Special Appropriations:
 - \$20,000 to the museum and \$5,000 to pay off their bank loan
 - Increased Turkey Festival postage to \$1,000 + \$500 allotment

Chairman Leach asked that any funds left over go to Restricted for the Agriculture Building and the Parks & Recreation Building.

Commissioner Hunt asked for an itemization showing a summary of the cuts and additions.

Recess

Motion: There being no further business to come before the Hoke County Board of Commissioners, Commissioner Thomas made a motion to recess the meeting until Wednesday, June 28, 2017 at 4:00 pm, seconded by Commissioner Hunt.

Action: The motion passed unanimously.

The meeting recessed at 2:45 pm.

Continuation of recessed Tuesday, June 27, 2017 meeting of the Hoke County Board of Commissioners until Wednesday, June 28, 2017 at 4:00 pm, 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
Gwen McGougan, Clerk to the Board

Chairman Leach called the meeting to order with a quorum present and welcomed everyone. Vice Chairman Southerland led the invocation.

Chairman Leach asked the County Manager if she had the budget and budget ordinance ready. She confirmed that she did.

The Board discussed Sections 24, 25 and 26 of the budget ordinance. These are changes that are effective July 1, 2017.

Section 24 addresses the new policy that will require newly hired jailers to be compensated for overtime worked by compensatory time off at a rate of 1-1/2 hours for each hour of overtime worked. The Manager advised the Board that the Personnel Policy will be amended to reflect this change.

Section 25 places the Emergency Management Department under the authority and supervision of the County Manager.

Section 26 gives the Finance Officer the authority to transfer amounts not to exceed \$10,000 within a month between operating expenditures within a department without Board approval.

Commissioner Thomas commended the County Manager for doing an excellent job with the policy. With regard to the policy about overtime, Commissioner Thomas had checked with the School of Government and they suggested putting on the job announcement "by applying for this job and accepting it, you agree to be compensated for overtime with compensatory time".

Commissioner Thomas continued by asking the Board if they would consider paying a premium for the overnight hours worked at the jail. He has been told that one reason the turnover at the jail is high is because the jailers work several nights in a row and then several days in a row. The Manager commented that she has looked into this and the problem would be keeping up with the time and processing time through Munis at two different rates.

Commissioner Thomas said that he is asking the Board to include in the FY 2018 budget an additional 5% pay for nighttime hours worked at the jail. Commissioner Wright asked what is considered a night shift and the Manager replied that the night

shift at the jail begins at 7:00 pm and ends at 7:00 am. Mrs. Edens said that the jailers rotate by working 30 days on day shift and 30 days on night shift. Mrs. Edens continued by reiterating the fact that the Munis system may not be able to handle paying one employee two rates based upon when they work. This would have to be manually calculated. Commissioner Thomas asked if it would be possible if the employees agreed to work either day or night shift and not rotate. Mrs. Edens replied that it is possible. Employees agreeing to work night shift would be regraded and given a 5% increase. Commissioner Wright added that he thinks the retention would improve if the employees worked one shift or the other.

Commissioner Thomas asked if the money to cover the cost would have to be moved right away. Mrs. Edens replied that the funds can be placed in the Admin budget and moved when needed. Commissioner Wright asked for an estimate of how much this would cost the County. Mrs. Edens said it would require approximately \$50,000.

Chairman Leach said that he would like to pass the budget at this meeting. Vice Chairman Southerland said that, if they pass the budget at this meeting, nothing can be added. Commissioner Hunt said that if any changes are made, funds have to be appropriated to cover them. Commissioner Thomas said it is important to him for the Board to pass the policy.

Chairman Leach asked about the wording of the policy change; for example, new hires would sign a statement saying, "...all jailers hired from this day forward agree to receive compensatory time instead of payment for overtime worked...". Commissioner Thomas said they wouldn't need to sign anything because it will be on the job application. He said the policy could be circumvented if the employee refuses to sign a statement. Mrs. Edens said the acknowledgment would be on the job announcement and the application.

Commissioner Thomas asked if the 5% increase for jailers who agree to work nights could be included in the budget. Mrs. Edens said she'd have the County Attorney assist her in establishing that policy. The personnel policy will have to be amended. This can be done at any time before the first FY 2018 payroll on July 14, 2017.

Motion: Commissioner Wright made a motion to approve the budget ordinance as submitted, seconded by Commissioner Hunt.

Action: The motion was approved unanimously.

**COUNTY OF HOKE
BUDGET ORDINANCE
FY 2017 – 2018**

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

Section 1. APPROPRIATIONS: The following amounts are hereby appropriated in the General fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

GOVERNING BODY	369,954.00
ADMINISTRATION	415,851.00
HUMAN RESOURCES	221,263.00
FINANCE	487,516.00
TAX ADMINISTRATION	490,741.00
TAX COLLECTIONS	253,516.00
DEPT. OF MOTOR VEHICLE	257,869.00
LEGAL	129,147.00
COURT FACILITIES	145,500.00
ELECTIONS	289,988.00
REGISTER OF DEEDS	218,535.00
NON DEPARTMENTAL	1,966,734.00
INFORMATION TECHNOLOGY	691,503.00
CENTRAL GARAGE	85,394.00
PUBLIC BUILDINGS	1,158,062.00
GROUNDSKEEPING MAINTENANCE	87,716.00
SHERIFF	5,412,979.00
COMMUNICATIONS	1,093,948.00
JAIL	3,967,697.00
EMERGENCY MANAGEMENT	265,416.00
INSPECTIONS	237,597.00
MEDICAL EXAMINER	100,000.00
ANIMAL CONTROL	339,916.00
JUVENILE JUSTICE	130,529.00
TRANSPORTATION (HATS)	1,225,621.00
PLANNING & ZONING	133,860.00
ECONOMIC DEVELOPMENT	93,405.00
COOPERATIVE EXTENSION	459,537.00
SOIL & CONSERVATION	64,752.00
HEALTH ADMINISTRATION	2,787,384.00
HEALTH PRIMARY CARE	37,800.00
COMUNICABLE DISEASE	27,500.00
BIOTERRORISM	20,250.00
BREAST & CERVICAL	7,650.00
WOMEN'S PREVENTIVE HEALTH	56,000.00
CHILD HEALTH	44,149.00
CHILD SERVICES COORDINATOR	17,000.00
NC PARTNERSHIP FOR CHILDREN	4,000.00
MATERNAL CARE	35,500.00

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ACTIVE ROUTES TO SCHOOL PROJECT	25,000.00
IMMUNIZATION	20,000.00
PREGNANCY CARE MANAGEMENT	18,400.00
ENVIRONMENTAL HEALTH	23,600.00
HEALTH EDUCATION	12,000.00
WIC CLIENT SERVICES	45,500.00
WIC NUTRITION	2,000.00
WIC ADMINISTRATION	1,100.00
WIC BREAST FEEDING	4,500.00
WIC BREAST FEEDING PEER COUNSELING	15,650.00
DSS ADMINISTRATION	4,876,914.00
WORK FIRST BLOCK GRANT	41,500.00
PROGRAM INTEGRITY	750.00
PUBLIC ASSISTANCE	1,044,094.00
DSS IV D	75,052.00
TITLE XX	1,606,710.00
DSS ELIGIBILITY	2,000.00
DSS FOOD STAMPS	16,600.00
VETERANS SERVICE	45,143.00
SENIOR SERVICES	924,820.00
PUBLIC SCHOOLS	8,642,162.00
COMMUNITY COLLEGES	484,523.00
LIBRARY	382,792.00
LITERACY COUNCIL	77,886.00
RECREATION	721,170.00
SPECIAL APPROPRIATIONS	2,336,042.00
TOTAL	45,277,687

Section 2. REVENUES: It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

AD VALOREM TAXES	25,047,440.00
SALES TAXES	7,905,593.00
PAYMENT IN LIEU OF TAXES	12,200.00
PRIVILEGE LICENSCE TAXES	180,000.00
FRANCHISE TAXES	10,200.00
TAX ADMINISTRATION REVENUES	136,300.00
COURT FACILITY FEES	6,500.00
ELECTIONS REVENUES	-
REGISTER OF DEEDS FEES	390,500.00
SHERIFF REVENUES	378,500.00
JAIL REVENUES	157,900.00
INSPECTIONS FEES	562,000.00
ANIMAL CONTROL FEES	39,000.00
JUVENILE JUSTICE REVENUE	120,529.00

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TRANSPORATION REVENUE	1,072,055.00
PLANNING AND ZONING REVENUE	115,700.00
ECONOMIC DEVELOPMENT REVENUE	16,000.00
COOPERATIVE EXT. REVENUE	116,170.00
HEALTH	1,865,037.00
SOCIAL SERVICES	4,929,403.00
VETERAN SERVICES	1,500.00
SENIOR SERVICES	376,385.00
LIBRARY REVENUE	4,000.00
RECREATION REVENUE	94,400.00
ABC DISTRIBUTIONS	94,500.00
SALE OF MATERIALS/FIXED ASSESTS	10,000.00
MISCELLANEOUS REVENUE	1,000,000.00
TRANSFERS IN	50,000.00
FUND BALANCE APPROPRIATED	585,875.00
TOTAL	45,277,687

Section 3. There is hereby levied a tax at the rate of seventy-five cents (\$.75) per one hundred dollars (\$100.00) valuation of property listed as of January 1, 2017, for the purpose of raising revenue included in "Ad Valorem Current Year" in the General Fund in Section 2 of this ordinance.

This is based on an estimated total valuation of property for the purpose of taxation of \$3,021,874,666 and an estimated collection rate of 95%. The estimated rate of collection is based on the fiscal year 2017 collection rate of 95%.

Section 4. EXPENDITURES: The following amounts are hereby appropriated in the Fire District Fund for the operation of fire protection services for the Fiscal Year beginning July 1, 2017 and ending June 30, 2018, in accordance with the chart of accounts heretofore established for this county:

North Raeford Fire District	212,645.00
Puppy Creek Fire District	879,000.00
Rockfish Fire District	435,677.00
Hillcrest Fire District	465,288.00
West Hoke District.	144,116.00
Pine Hill Fire District	133,347.00
Stonewall Fire District	137,770.00
Aberdeen Fire District	42,152.00
Antioch Fire District	150,150.00
North Scotland Fire District	12,250.00
Total Appropriations	\$2,612,395

It is estimated that the following revenue will be available in the Fire District Fund for the Fiscal Year beginning July 1, 2017 and ending June 30, 2018:

Current and prior Year Taxes **\$2,612,395**

Section 5. There is hereby levied the following tax rate for the ten (10) Fire Districts in the County:

North Raeford Fire District	0.10
Puppy Creek Fire District	0.08
Rockfish Fire District	0.09
Hillcrest Fire District	0.09
West Hoke Fire District	0.09
Pine Hill Fire District	0.09
Stonewall Fire District	0.08
Aberdeen Fire District	0.10
South Antioch	0.10
North Scotland	0.05

Section 6. EXPENDITURES: The following amounts are hereby appropriated in the Sanitation Fund for the Operation of the County Transfer Station and County Solid Waste Collection System for the Fiscal Year beginning July 1, 2017 and ending June 30, 2018, in accordance with the chart of accounts heretofore established for this County:

Solid Waste – Administration	971,495
Solid Waste – Operations	2,114,183
Total Appropriation	\$3,085,678

Section 7. REVENUES: It is estimated that the following revenues will be available in the Sanitation Fund for the Fiscal Year beginning July 1, 2017 and ending June 30, 2018:

Solid Waste Collection Fees @ \$128.00/Household	2,205,600
Residential Credits/Tax Abatements	(300,000)
Transfer Station Tipping Fees @ \$50.75/Ton	825,000
Scrap Tire Tax	45,000
MISC . INC	3,000
Solid Waste Disposal Tax	45,000
Scrap Metal Sales	30,000
Investment Earnings	44,000
Fund Balance Appropriated	188,078
Total Appropriation	3,085,678

Section 8. EXPENDITURES: The following amounts are hereby appropriated in the Water and Sewer Fund for the operation of the County's Water and Sewer System for the Fiscal Year beginning July 1, 2017 and ending June 30, 2018, in accordance with the chart of accounts heretofore established for this County:

Water – Administration	2,583,323
Water – Distribution	1,837,060
Water – Treatment	1,304,140
Sewer Plant	1,298,554
Sewer	1,281,147
Total Appropriations	\$8,304,224

Section 9. REVENUES: It is estimated that the following revenues will be available in the Water and Sewer Fund for the Fiscal Year beginning July 1, 2017 and ending June 30, 2018:

Water Payments	5,300,000
Tap Fees	266,880
Reconnect Fees	150,000
Sewer Fees	1,300,000
Late Fees	186,000
Rate Stabilization Fees	319,200
Fund Balance Appropriated	587,706
Other Revenues	194,438
Total Estimated Revenues	8,304,224

Section 10. EXPENDITURES: The following amounts are hereby appropriated to the School Capital Reserve Fund for the Fiscal Year beginning on July 1, 2017 and ending on June 30, 2018, in accordance with the chart of accounts heretofore established for this County:

Total Transfers	\$50,000
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Section 11. REVENUES: It is estimated that the following revenues will be taken from fund balance for the School Capital Reserve Fund for the Fiscal Year beginning July 1, 2017 and ending June 30, 2018:

Total Fund Balance Appropriated	\$50,000
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Section 12. EXPENDITURES: The following amounts are hereby appropriated to the E-911 System for the Fiscal Year beginning on July 1, 2017 and ending on June 30, 2018, in accordance with the chart of accounts heretofore established for this County:

Total E-911	\$294,117
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Section 13. REVENUES: It is estimated that the following revenues will be collected through E-911 Fees for the Fiscal Year beginning July 1, 2017 and ending June 30, 2018:

Total E-911 Fees	\$294,117
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Section 14. The following amount is appropriated for the Register of Deeds Automation Fund for the Fiscal Year beginning July 1, 2017 and ending June 30, 2018, in accordance with the chart of accounts heretofore established for this County:

ROD Automation Fund	\$25,000
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Section 15. It is estimated that the following transfer from the General Fund will be made to the ROD Automation Fund for the Fiscal Year beginning July 1, 2017 and ending June 30, 2018:

ROD Automation General Fund Transfer	\$25,000
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Section 16. The following amount is appropriated for the Asset Forfeiture Fund for the Fiscal Year beginning July 1, 2017 and ending June 30, 2018, in accordance with the chart of accounts heretofore established for this County:

Asset Forfeiture Fund	\$20,000
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Section 17. It is estimated that the following revenues will be available to the Asset Forfeiture Fund for the Fiscal Year beginning July 1, 2017 and ending June 30, 2018:

Asset Forfeiture Fund	\$20,000
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Section 18. The following amount is appropriated for the Revaluation Fund for the Fiscal Year beginning July 1, 2017 and ending June 30, 2018, in accordance with the chart of accounts heretofore established for this County:

Revaluation Fund \$50,000

Section 19. It is estimated that the following transfer from the General will be available to the Revaluation Fund for the Fiscal Year beginning July 1, 2017 and ending June 30, 2018:

Revaluation Fund - General Fund Transfer \$50,000

Section 20. The following amount is appropriated for the Administration Projects Fund for the Fiscal Year beginning July 1, 2017 and ending June 30, 2018, in accordance with the chart of accounts heretofore established for this County:

Administration Projects Fund \$625,000

Section 21. It is estimated that the following transfer from the General Fund will be made to the Administration Projects Fund for the Fiscal Year beginning July 1, 2017 and ending June 30, 2018:

Administration Projects Fund - General Fund Transfer \$625,000

Section 22. The following amount is appropriated for the Inmate Welfare Fund for the Fiscal Year beginning July 1, 2017 and ending June 30, 2018, in accordance with the chart of accounts heretofore established for this County:

Inmate Welfare Fund \$87,500

Section 23. It is estimated that the following revenues will be collected by the Inmate Welfare Fund for the Fiscal Year beginning July 1, 2017 and ending June 30, 2018

Inmate Welfare Fund \$87,500

Section 24. Effective July 1, 2017 all new jailers hired in the Hoke County Jail will be compensated for overtime worked by compensatory time off at a rate of one-and one half (1-1/2) hours for each hour of overtime worked.

Section 25. Effective July 1, 2017 the Emergency Management Department of Hoke County will be under the authority and supervision of the Hoke County Manager, and offices will be located at 423 East Central Ave. Raeford, N.C 28376.

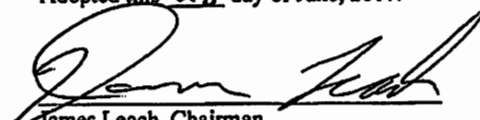
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Section 26. The Finance Officer is hereby authorized to transfer appropriations within a fund as contained herein under the following conditions: He may transfer amounts not to exceed \$10,000.00 within a month between operating expenditures within a department without Board approval. Transfers shall receive approval by the County Manager and the Hoke County Board of Commissioners shall be notified in writing of the transfer at the next scheduled board of commissioners meeting.

Section 27. The County Manager is hereby authorized to enter into contracts on behalf of the County in an amount not to exceed \$10,000 per contract in a fiscal year. All other contracts for all departments must be approved by the Board of Commissioners.

Section 28. There is hereby authorized a reimbursement at the prevailing IRS per mile rate to employees who are required to use personal vehicles for county business.

Adopted this 28 day of June, 2017.


James Leach, Chairman

Chairman Leach advised the Board that they need to designate a voting delegate to the NCACC Annual Conference in Durham in August, 2017.

Motion: Commissioner Hunt made a motion to designate Chairman James Leach as Hoke County's voting delegate to the NCACC Annual Conference, seconded by Commissioner Wright.

Chairman Leach did not vote.

Action: The motion passed 4-0.

Chairman Leach advised the Board that a meeting was held with Tyton Biofuels, Tax Assessor Jennie Gibson, the County Attorney, Vice Chairman Southerland and himself to discuss Tyton's appeal. An agreement was made to change the tax value of the real and personal property to \$20,000,000. The estimated amount Tyton Biofuels owes the County as of today for taxes for the years 2014-2016 is \$200,187.09.

Motion: Commissioner Wright made a motion to accept the agreement with Tyton Biofuels changing the tax value to \$20,000,000 with an estimated \$200,187.09 owed to the County for 2014-2016 taxes by Tyton Biofuels as of the present day, seconded by Vice Chairman Southerland.

Action: The motion was approved unanimously.

Commissioner Thomas suggested that the Board direct the County Manager to send a letter to the Sheriff advising him of the proposed policy change to designate jailers as either Day Shift or Night Shift. It will then be up to the Sheriff to respond whether he is agreeable or not.

Motion: Commissioner Thomas made a motion authorizing the County Manager to send a letter to the Sheriff stating that if he agrees to the jailers being designated as either Day Shift or Night Shift, discontinuing the rotation, the Board of Commissioners will be willing to pay a 5% shift premium for those jailers working nights. The motion was seconded by Vice Chairman Southerland with the provision that each Board Member be sent a copy of the letter.

Action: The motion was approved unanimously.

The County Manager advised the Board that, per their request, the County Attorney had prepared a letter on behalf of the Board of Commissioners to the Director of the State Bureau of Investigation expressing their grievance as to the way the search warrant was executed on the Pratt Building on February 20, 2017.

Recess

Motion: There being no further business to come before the Hoke County Board of Commissioners, Commissioner Wright made a motion to recess the meeting until Thursday, June 29, 2017 at 10:00 am, seconded by Commissioner Thomas.

Action: The motion passed unanimously.

The meeting recessed at 4:45 pm.

Continuation of recessed Wednesday, June 28, 2017 meeting of the Hoke County Board of Commissioners until Thursday, June 29, 2017 at 10:00 am, in the Commissioners Room in the Pratt Building.

MEMBERS PRESENT:

James Leach, Chairman
Harry Southerland, Vice Chairman
Tony Hunt
Robert Wright
Allen Thomas, Jr. (via conference call)

OTHERS PRESENT:

Letitia Edens, County Manager

Gwen McGougan, Clerk to the Board

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

Interim Finance Officer Garvin Ferguson presented the following Budget Amendments to the Board of Commissioners:

- Administrative Capital Projects: \$484,537 from General Fund Revenues to resolve deficit balances,
- Solid Waste Project Fund: \$41,885 from Solid Waste Revenues to resolve deficit balances,
- Water & Sewer Projects Fund: \$225,000 from Water funds transfer and reallocation of funds to carry project forward,
- General Fund Departments: \$1,123,237 from Sales Taxes for year-end transfers and accrual of payroll.

Commissioner Wright asked Mr. Ferguson how the Fund Balance is looking this year. Mr. Ferguson replied that it depends on Sales Tax revenues, which he expects to be slightly higher, possibly 1%, than last year. Mr. Ferguson stated that, with regard to the budget amendment for General Fund year-end transfers and payroll accrual, the amount is an estimate. Any funds remaining will return to the Fund Balance.

Motion: Commissioner Wright made a motion to approve the Budget Amendments submitted, seconded by Commissioner Hunt.

Action: The motion was approved unanimously.

The following contracts were presented for Board approval:

<u>Department</u>	<u>Contractor</u>	<u>Eff Date</u>	<u>For</u>
DSS	Alexandria Edwards	7/1/2017	Processor
DSS	Faith Home Care	7/1/2017	In-home aide services
DSS	Faith Home Care	7/1/2017	In-home aide services
DSS	HATS	7/1/2017	Transportation for clients
DSS	Hoke County Sheriff's Office	7/1/2017	Courtroom supervision & process of legal documents
DSS	Latarsha McLean	7/1/2017	Processor
DSS	Melissa Bethune	7/1/2017	Processor
DSS	The Arc of North Carolina	7/1/2017	Guardianship services
DSS	The Charleston Group	7/1/2017	Legal services
HATS	Children's Development Center	7/1/2017	Transportation for clients
HATS	Hoke Parks & Recreation	7/1/2017	Transportation for clients
HATS	Senior Services	7/1/2017	Transportation for clients
HATS	Vocational Options	7/1/2017	Transportation for clients
Health	Allen Brown	7/1/2017	Mid-level provider
Health	Bethea Cleaning Service	7/1/2017	Janitorial services
Health	Elidia Sibaja-Millan	7/1/2017	Interpreter/Patient Relations Representative
Health	Eugenie Collazo	7/1/2017	Interpreter/Patient Relations Representative
Health	Gay Welsh	7/1/2017	Accreditation consultant
Health	Karen Smith	6/2/2017	Medical Director
Health	NC Alliance of Public Health Age	7/1/2017	Medicaid Cost Settlement Services
Health	Sahaa Solutions	5/29/2017	HIPAA Cyber Security
Health		7/1/2017	Interpreter/Patient Relations Representative
Health		7/1/2017	Interpreter/Patient Relations Representative
Health		7/1/2017	WIC Breastfeeding Peer Counselor
Health		7/1/2017	Social Worker
IT	Data Management	7/1/2017	Time Clock Plus
IT	Granicus	7/1/2017	Video system for Commissioners room
IT	Spectrum	7/1/2017	Internet service
Senior Service:	Divine Home Health Care	7/1/2017	In-home services
Senior Service:	Home & Community Care Block Grant		Provision of County-based Aging Services
Senior Service:	Monique N. Auguste	7/1/2017	Pharmacist/Prescription Assistance services
Senior Service:	Nikkia Bell	7/1/2017	In-home aide services
Senior Service:	Thomas & Associates	7/1/2017	Urgent Repair Services
Solid Waste	Sampson County Disposal, LLC	7/1/2017	Disposal of solid waste

Vice Chairman Southerland asked for discussion regarding the Senior Service Department's contract with Divine Home Health Care. Divine Home Health Care's contract is for \$18.50 per hour for In-home Services. The State rate is \$13.86 per hour.

Motion: Vice Chairman Southerland made a motion to approve the contract for Divine Home Health Care at \$14.00 per hour, seconded by Commissioner Hunt.

Action: The motion was approved unanimously.

Commissioner Wright recommended that, if Divine Home Health Care does not accept the contract at \$14.00 per hour, the service is to be re-advertised for bids.

Vice Chairman Southerland asked for discussion regarding the Social Services Department's contract with The Charleston Group. The contract was submitted for \$224,100 for general legal services and an additional \$10,000 in the event of appeals. Vice Chairman Southerland believes this is excessive.

Motion: Vice Chairman Southerland made a motion to approve the contract for The Charleston Group for \$200,000 plus \$10,000 for appeals, seconded by Commissioner Wright.

Action: The motion was approved unanimously.

Commissioner Wright recommended that, in the event The Charleston Group does not accept the amended contract for \$200,000 plus \$10,000 for appeals, DSS legal service is to be re-advertised for bids.


Motion: Commissioner Hunt made a motion to approve the remaining contracts shown on the above list, seconded by Vice Chairman Southerland.

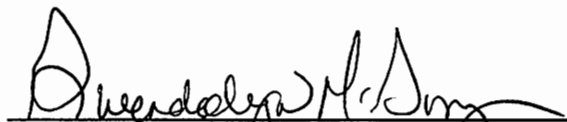
Action: The motion was approved unanimously.

Motion: There being no further business to come before the Hoke County Board of Commissioners, Commissioner Hunt made a motion to adjourn, seconded by Commissioner Wright.

Action: The motion passed unanimously.

The meeting adjourned at 11:15 am.


James A. Leach, Chairman


Gwendolyn McGougan, Clerk to the Board