

Minutes Regular Monthly Meeting February 8, 2016 7:30 PM

Mayor Horace Reid called the meeting to order. Commissioners present were Mayor Pro Tem Lillian Holman, Ed Lane, Archie Aples and Sid Eley. Others present were Town Manager Brandon Shoaf, Town Clerk Cindy Sharber, Administrative Assistant Pam Hurdle, Frank Norman, Louise Reid and Police Lieutenant Bert Webb.

Mayor Reid led the Pledge of Allegiance and Sid Eley had the prayer.

Motion by Lillian Holman and seconded by Archie Aples, and passed 5-0 to approve the agenda as presented.

Motion by Sid Eley and seconded by Ed Lane, and passed 5-0 to approve the minutes of January 11, 2016.

Scheduled Business Appointments

There were none.

Administrative Concerns

Ed Lane asked if solar farms are permitted in the Town of Hertford.

Brandon Shoaf said they are not permitted now. If someone in the ETJ wanted them they would have to ask for an amendment to the zoning ordinance.

Citizen Concerns

There were none.

Continued Business

Brandon Shoaf said he did not have an update for the commercial business incentive electric rates. Staff at Electricities are working to finish up a proposed rate schedule that could be used to help business startups.

Brandon Shoaf said that about 40 new load management switches had been installed as of last week. He said we have lost and gained some customers that are program participants. He said they wouldn't be installing any for two weeks because of the handheld needing to be sent back to vendor and Chris Garrett being out of town on a mission trip.

New Business

Motion by Sid Eley and seconded by Lillian Holman and passed 5-0 to authorize the fire department to submit the 2016 NC Department of Insurance Volunteer Fire Dept. Grant Application. Brandon said if they are awarded the grant the town would need to include \$16,500 in next year's budget.

Brandon Shoaf presented the electric rate projection, the new wholesale rate structure. The approved wholesale rate sets the power purchase for the Town at a stable rate until 2020.

Motion by Sid Eley and seconded by Archie Aples, and passed 5-0 to appoint Ed Lane to fill Carlton Davenport's expired term to the Perquimans County EDC Board. The term will be up in December 2017.

Motion by Ed Lane and seconded by Lillian Holman, and passed 5-0 to appoint Jeff Moreland to fill Jeff Winslow's expired term to the Hertford Planning and Zoning Board of Adjustment. Jeff Winslow had to step down because he moved outside of town limits. The term will be up in December 2018.

Motion by Sid Eley and seconded by Lillian Holman, and passed 5-0 to approve the budget amendment # as follows:

Amendment # 5
FY 2015-2016

BE IT ORDAINED by the Governing Board of the Town of Hertford, North Carolina, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2016:

Section 1. To amend the General Fund, Water & Sewer Fund, and Electric Fund expenditures as follows:

<u>Acct. No.</u>	<u>Account Name</u>	<u>Decrease</u>	<u>Increase</u>
105600.0600	Street Dept. Medical		\$1.00
308100.0600	Water Dept. Medical		\$36.00
105600.1700	Street Vehicle Maintenance		\$1,562.90
308100.1700	Water Vehicle Maintenance		\$1,042.93
308200.1700	Collections Vehicle Maintenance		\$1,562.90
308300.1700	Waste Water Vehicle Maintenance		\$520.97
318100.1700	Electric Vehicle Maintenance		\$520.96
105300.1100	Fire Dept. Operating Expense		\$4,200.00

<u>Acct. No.</u>	<u>Account Name</u>	<u>Decrease</u>	<u>Increase</u>
103990.1400	Fund Balance Appropriated		\$1,563.90
303990.1400	Water and Sewer Fund Balance		\$3,162.80
313000.0000	Electric Fund Balance		\$520.96
103810.0000	Misc. Revenue- General Fund		\$4,200.00

Explanation and notes:

1. The \$37.00 discrepancy was a mistake in my calculation from last month's budget amendment that included funds to cover a Reinsurance Fee to comply with the ACA reporting criteria. So both expenses and fund balance will increase by \$37.00.
2. A \$5,210.66 increase in several line items and departments within public works for repairs to the backhoe that I briefed you about back in November. Those repairs are split between the Street, Water, Collections, Waste Water and Electric Departments. An increase of \$5,210.66 of appropriated fund balance will cover the cost associated with the unexpected repair.

3. In late November the members of the Firemen's Relief Fund voted to pay the retirees \$599.99, each, one time. This resulted in a \$4,200 payment into the Misc. Revenue of the General Fund to cover the cost from the operating expense in the Fire Dept. SEI, the investment firm that oversees the Firemen's Relief Fund paid the \$4,200 as an eligible expense from that account.

Mayor Horace Reid presented the ABC report showing a decrease of 4.79%.

A motion was made by Ed Lane and seconded by Lillian Holman, and passed 5-0 to adjourn the regular meeting of February 2016.