

Minutes Regular Monthly Meeting March 14, 2016 at 7:30PM

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

Horace Reid led the Pledge of Allegiance and Archie Aples had the prayer.

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

Motion by Lillian Holman and seconded by Ed Lane, and passed 5-0 to approve the regular meeting minutes of February 8, 2016 as presented.

Scheduled Business Appointments

There were none.

Administrative Concerns

Ed Lane said the Town had Missing Mill Park looking good.

Sid Eley said the town needed sweeping in the downtown area.

Archie Aples asked Brandon Shoaf if council could get some real numbers for purchasing and trade in for a fire truck.

Citizen Concerns

There were none.

Continued Business

Motion by Sid Eley and seconded by Lillian Holman, and passed 5-0 to set a public hearing for the commercial business incentives – electric rates during the April 11, 2016 regular monthly meeting. Brandon Shoaf said he would like to be able to start the new rate at the beginning of the fiscal year 2016-2017.

Brandon Shoaf gave a load management update.

New Business

Mayor Reid opened the public hearing to consider a recommendation to make an amendment to the zoning ordinance to add Commissary, as a definition and permitted use in the C-3 Districts.

Brandon Shoaf said no food would be sold in Hertford as a result of this change and gave a brief description for the change request.

There were no comments from the public.

Motion by Sid Eley and seconded by Archie Aples, and passed 5-0 to close the public hearing.

Motion by Archie Aples and seconded by Sid Eley, and passed 5-0 to approve the amendment to the zoning ordinance to add Commissary, as a definition and permitted use in the C-3 Districts.

Mayor Reid opened the public hearing to consider a change to the official zoning map, a portion of a parcel near the corner of Harvey Point Road and Highway 17, from R-10 to RA.

Brandon Shoaf gave a brief description for the change request.

There were no public comments.

Motion by Sid Eley and seconded by Archie Aples, and passed 5-0 to close the public hearing.

Motion by Archie Aples and seconded by Ed Lane, and passed 5-0 to approve the change to the official zoning map, a portion of a parcel near the corner of Harvey Point Road and Highway 17, from R-10 to RA.

Motion by Sid Eley and seconded by Lillian Holman, and passed 5-0 to approve a resolution to support NC Connect Bond by resolution.

Motion by Lillian Holman and seconded by Sid Eley, and passed 5-0 to allow the Perquimans High School FFA program to have the Missing Mill Farmer's Market on Saturday's at the park beginning in May.

Motion by Lillian Holman and seconded by Ed Lane, and passed 5-0 to approve FY 2015-2016 budget amendment #6 as follows:

Town of Hertford
BUDGET ORDINANCE AMENDMENT
Amendment # 6
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 Drug Fund expenditures as follows:

<u>Acct. No.</u>	<u>Account Name</u>	<u>Decrease</u>	<u>Increase</u>
203990.0000	Drug Fund Balance Appropriated		\$1,620.93
205100.2000	Drug Fund Expenditures		\$378.64
205100.2400	Drug Fund Expenditures		\$1,242.29

Section 2. To amend the General Fund Revenues and Expenditures as follows

103610.0000	Cemetery Revenue		\$5,000.00
104200.1000	Cemetery Repair Fund		\$5,000.00
104200.3300	Materials and Supplies		\$2,100.00
103990.1400	General Fund Balance Appropriated		\$2,100.00

Explanation and notes:

1. Increases expenses to the Drug Funds, both State and Federal, are a total of \$1,620.93. A increase in the same amount to the Fund Balance Appropriated will offset the expenses for surveillance equipment. If you'll remember, the Drug Fund is very different from the other funds within the Town, in that there is no set budget, for revenues or expense, because of the uncertainty involved with how money is collected for the fund and how the monies are spent.
2. Cemetery revenues have been up this year and we are not quite to the $\frac{3}{4}$ mark. The amendment would allow to the use of those "extra" revenues to be spent on gravel that is needed for the paths at the cemetery. Both the revenue and expense will increase by \$5,000 to help cover those costs. There is the need for roughly \$12,000 of material for the paths at the cemetery now and is not something covered by the contract for mowing.
3. An increase of \$2,100 to General Fund Materials and Supplies for higher than expected billing materials costs. There is still the need for materials to complete the kiosk at the marina. The same amount from General Fund Balance will offset the billing materials cost and allow for the completion of the kiosk.

Brandon Shoaf presented copies of response letters to the Local Government Commission from the town and the town auditor's regarding the town's debt service payments in last fiscal year.

Brandon Shoaf said that the DMV mobile driver license unit would begin coming back to Hertford once a month beginning April 12, 2016.

Mayor Reid presented the ABC report showing an increase of 6.46% over last February.

Motion by Lillian Holman and seconded by Sid Eley, and passed 5-0 to adjourn the meeting.