

Minutes Regular Monthly Meeting June 8, 2015 at 7:30 PM

Mayor Horace Reid called the meeting to order. Commissioners present were Mayor Pro Tem Lillian Holman, Commissioners, Carlton Davenport, Ed Lane and Sid Eley. Others present were Town Manager Brandon Shoaf, Town Clerk Cindy Sharber, Police Chief Doug Freeman, Police Lieutenant Bert Webb, Patrol Officer Chelsea Boyce, Administrative Assistant Pam Hurdle, Roy Jones (Electricities COO) and his wife, Vanora and Levi Brothers, Calvin Johnson, Town Attorney Ben Gallop, Rick Caporale, Preston Spear.

Mayor Reid led the Pledge of Allegiance and offered a moment of silent 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 May 11, 2015 as presented.

Motion by Sid Eley seconded by Carlton Davenport and passed 5-0 to approve the special called joint meeting minutes of May 13, 2015.

Scheduled Business Appointments

American Legion representatives, Preston Spear and Rick Caporale passed out a copy of the dignified disposal of unserviceable flags ceremony and ask for a permit to hold an American Flag retirement ceremony at Missing Mill Park on July 25th from 4-8. Preston said they had about 100 flags at this time and may be getting more after they invite the public to attend the ceremony.

Ed Lane said he had a better understanding of the flag retirement ceremony after speaking with a couple of friends who are long time service men.

Lillian Holman said the theatre is having event that same night.

Preston Spear said they could move the date.

Motion by Carlton Davenport and seconded by Sid Eley, and passed 5-0 to approve a permit to allow the American Legion to have a dignified disposal of unserviceable flags at Missing Mill Park at a date to be determined.

Brandon Shoaf said he had received today confirmation that the Town had been selected for the Rural Community Energy and Economic Capacity Building Program for the period of June 2015 to May 2017 at no cost to the town.

Administrative Concerns

Mayor Reid asked Brandon if he had heard back from Dave Goss about the Boys & Girls Club. Brandon said he had not at this time.

Motion by Carlton Davenport and seconded by Sid Eley, and passed 5-0 to table the Boys and Girls Club item of business.

Citizen Concerns

Vanora Brothers spoke on behalf of Frank Norman who was unable to attend. She said she and Frank have been working on having a parade and concert on July 3rd from 1-8:30. She said they have event insurance and that the parade would begin at the high school at 1:00 and they had contacted NC DOT about street closing from 1:00-2:30.

Brandon said they have a mix of different music acts and he and Frank would discuss the setting up of the stage for the event. He said the event would start after the parade.

Motion by Ed Lane and seconded by Lillian Holman, and passed 5-0 to issue a permit for the parade and allow for the concert at Missing Mill Park.

Continued Business

Brandon Shoaf presented the Fiscal Year 2015-2016 Budget Message and Ordinance.

Motion by Sid Eley and seconded by Ed Lane, and passed 5-0 to set a public hearing for June 22, 2015 at 8:30 AM for the purpose of approving the 2015-2016 Budget Ordinance.

Motion by Sid Eley and seconded by Carlton Davenport, and passed 5-0 to open the public hearing.

Mayor Reid said the purpose of the public hearing was to discuss the NCEMPA Asset and turned the presentation over to Roy Jones, COO of Electricities of NC.

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

The board will hold a Special Called meeting on June 12, 2015 at 8:30 AM to vote on the NCEMPA Asset sale.

New Business

Police Chief, Doug Freeman presented a copy of the most current Index Crime Statistics for 2013-2014. The statistics represent reported crimes for offenses ranging from petty larceny to murder and rape. He was happy to report that the Town saw an average of a 38% decrease across the board, with the only exception being an increase in simple assaults. The number of reported assaults in 2014 rose from 9 in 2013 to 12 in 2014. He shared that the department is trying to be more proactive and that recently they had three residents that were having parties and shot houses. Due to the lack of manpower and funds they sat down with these individuals and explain the consequences if they did not cease that type of activity.

Chief Freeman introduce two of his three newest officers, Police Lieutenant Bert Webb and Patrol Officer Chelsea Boyce. He said Patrol Officer, Ian Reddy had a family emergency and was unable to attend the meeting.

Brandon Shoaf presented budget amendment #7 as follows:

Section 1. To amend the Electric Fund expenditures as follows:

<u>Acct. No.</u>	<u>Account Name</u>	<u>Decrease</u>	<u>Increase</u>
313350.0000	Misc. Electric Revenue		\$9,390.90
318100.0097	Electric Fund Contingency		\$4,890.90
318100.7400	Electric Capital Outlay & Equipment		\$4,500.00
313670.0600	Electric Wholesale Tax Credit		\$81,562.00
318100.3700	Electric 7% Sales Tax		\$81,562.00

Explanation and notes:

1. Increase to the miscellaneous electric revenue in the amount of \$9,390.90 for payments made by Mediacom to “catch up” on pole attachment charges. \$4,890.90 increase to the Electric Contingency line item for billing and mapping associated with the pole attachment audit project. \$4,500 increase to the Electric Capital Outlay and Equipment line item to cover the purchase of the new Residential Load Management Equipment that will be installed and deployed in next fiscal year.
2. Creation of a line item in the Electric Fund to capture the “3% tax credit” from the Power Agency. A change that NCEMPA made to make the members whole when the State began collecting 7% at the beginning of the fiscal year. We have been paying more all year in sales tax, obviously, without a way to record that credit separately from the bill payments. The new line item is 313670.0600 and is a projection of what we have received thus far (10 months of data) and what we should receive. It simply makes the expenses and revenues balance and is a way to separately record that credit. Increase to the new line item of \$81,562 and an increase to the 3% tax of \$81,562 to balance.

Section 2. To amend the General Fund expenditures as follows:

<u>Acct. No.</u>	<u>Account Name</u>	<u>Decrease</u>	<u>Increase</u>
104200.5700	Fund Misc. Exp.	\$5,500.00	
104200.2000	Fund Tax Coll. Charges		\$3,000.00
104200.3300	Fund Materials & Supplies		\$2,500.00

Explanation and notes:

1. Decrease to the Miscellaneous Expense line item of \$5,500 to cover the cost of better tax collection and a higher collection rate, that is contracted labor by the County of \$3,000. Increase in that same line item of \$3,000.
2. Part of the decrease of the Miscellaneous Expenses will be moved to cover the cost of the trash cans that Council directed staff to purchase for the S-Bridge and the Church Street bridge at an additional cost of \$2,500 to the Materials and Supplies line item. Not charge to Fund Balance for this purchase.

Motion by Sid Eley and seconded by Ed Lane, and passed 5-0 to approve budget amendment # 7 as presented.

Brandon Shoaf presented an official report of reallocation for the Fire Dept. Fund at the Chief's request: \$1,961.60 from Communications (\$1,261.60), Materials and Supplies (\$500) and Utilities (\$200) to cover costs associated with repairing a fire truck, purchasing 2 new helmets and to make the Maintenance & Equipment Repair line item whole again.

The following is moved to the Fire Vehicle Expense (\$668.57) for the truck repairs, to Maintenance and Repair of Equipment (\$500) and for Operating (\$793.03) for helmets.

Brandon Shoaf presented a copy of a Notice of Violation for the 2014 Town of Hertford Land Application Samples along with a copy of his written response about how the violation occurred and steps the Town is taking to avoid this from happening again. He explained he had met with NCDENR to discuss the issue and was assured that no civil penalties or other notification requirements were necessary at this time.

Motion by Sid Eley and seconded by Lillian Holman, and passed 5-0 to approve the fireworks permit for the 3rd of July (and 5th for rain).

Brandon Shoaf shared a d letter that Franky Brown had written explaining he had purchased the property at 112 Covent Garden and he plans to demolish the house by September 15, 2015.

A copy of the ABC report was shared showing an increase in sales and a decrease in the number of bottles sold over May of 2014.

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