

The Hoke County Board of Commissioners convened for a regular meeting at 7:00 pm on February 17, 2020 in the Courtroom in the Court Annex Building.

**PRESENT:**

- Chairman Leach
- Vice Chairman Southerland
- Commissioner Hunt
- Commissioner Wright
- Commissioner Thomas

**ABSENT:**

None

**ALSO PRESENT:**

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

**Chairman Leach called the meeting to order with a quorum present. Vice Chairman Southerland led the Pledge of Allegiance and Chairman Leach gave the Invocation.**

**1. Adoption of Agenda**

Hoke County  
Board of Commissioners

227 N. Main Street  
Raeford, North Carolina  
28376



February 17, 2020  
7:00 P.M.

Courtroom  
Court Annex Building

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**A G E N D A**

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**INVOCATION & PLEDGE:** Vice Chairman Harry Southerland

**ITEM**

1. Adoption of Agenda
2. Consent Agenda
  - a. Minutes from February 3, 2020 regular meeting
  - b. NC Vehicle Tax Refunds totaling \$1,597.10
  - c. Audit Contract for FY 2020
  - d. Finance Budget Amendments
  - e. Finance Surplus Property
3. Planning & Zoning, Planner Robert Farrell:
  - a. Proposed Text Amendment TA-19-7 Electronic Gaming Operations
  - b. Proposed change to Hoke County Planning Department Fee Schedule
4. Tax Collector Daphne Dudley:
  - a. Tax Collector's Report
  - b. Request to declare foreclosed properties as Surplus:
 

1. Vass Road	Parcel 69435-13-01-149
2. Alex Baker Road	Parcel 69425-16-01-011
3. 219 Branchwood Lane	Parcel 29422-00-01-236
4. 150 Windrock Drive	Parcel 29431-00-01-228
  - c. Request to remove property from Surplus and retain as Asset for possible future use:
 

Off Aberdeen Road	Parcel 58488-00-01-006
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5. Tax Assessor Jennie Gibson:
  - a. Releases
  - b. Proposed Board of Equalization & Review meeting schedule
6. Health Department, Director Helene Edwards:
 Recommendation to appoint Ms. Leah Leach as a General Member to the Board of Health
7. Community Forest Update, Mr. Jesse Wimberly
8. Manager's Report
9. Closed Session
10. Adjourn

Motion: Upon motion by Commissioner Wright and second by Commissioner Hunt the Board voted unanimously to adopt the agenda as presented.

2. Consent Agenda

- a. Minutes from February 3, 2020 regular meeting
b. NC Vehicle Tax Refunds totaling \$1,597.10

Table titled 'North Carolina Vehicle Tax System NCVTS Pending Refund report' containing multiple columns of refund data including names, addresses, vehicle IDs, and amounts.

Total Refunds \$1,597.10

Table titled 'North Carolina Vehicle Tax System NCVTS Pending Refund report' showing a subset of refund records with names and amounts.

North Carolina Vehicle Tax System																															
NCVTS Pending Refund report																															
Report Date 02-25-2020 10:25 AM																															
Property	Property Owner	Agency	Address 1	Address 2	Address 3	Address 4	Address 5	Address 6	Address 7	Address 8	Address 9	Address 10	Address 11	Address 12	Address 13	Address 14	Address 15	Address 16	Address 17	Address 18	Address 19	Address 20	Address 21	Address 22	Address 23	Address 24	Address 25	Address 26	Address 27	Address 28	
APOLLO WILLIAM MOSE	APOLLO WILLIAM MOSE		170 ASH MONT RD																												
ARROYO ANDREA ANTHONY	ARROYO ANDREA ANTHONY		697 EDWARDS RD																												
ATKINS JAMES HONOLULU	ATKINS JAMES HONOLULU		110 BOCKWOLD CT																												
BRAUNER GRACE ANNIE LEE	BRAUNER GRACE ANNIE LEE		591 RED KILDEEN WAY																												
FAMILY SHIRLEY GOODMAN	FAMILY SHIRLEY GOODMAN		105 DANBY CIRCLE																												
JANSON BELLA MARIE	JANSON BELLA MARIE		672 E PALMER ST																												
FAMILY SHAWN MICHAEL	FAMILY SHAWN MICHAEL		80 HICKORY LANE																												
ATKINS SCOTT ANDREW	ATKINS SCOTT ANDREW		59 ASHEMONT RD																												
POPPERBER BRIGGS LYN	POPPERBER BRIGGS LYN		205 SUN LANE ST																												
BAIRD KATHA	BAIRD KATHA		545 COLLEGE DR																												

c. Martin, Starnes & Associates Audit Contract for FY 2020  
 d. Finance Budget Amendments

AMENDMENT TO THE HOKE COUNTY BUDGET ORDINANCE  
 2019/2020  
 Amendment

Section 1 of the Hoke County Budget Ordinance, pertaining to the General Fund operations of the County, shall be amended as follows:

Increase (Decrease) Appropriations

Human Resources	(42,000)
Tax Administration	(64,000)
Information Technology	(30,604)
Health Administration	(30,000)
DSS Administration	(100,000)
Emergency Management	69,800
Emergency Management Administration	2,500
Administration	6,000
Non - Departmental	170,604
<b>Total</b>	<b>\$ 2,500</b>

Section 2 of the Hoke County Budget Ordinance, pertaining to the General Fund operations of the County, shall be amended as follows:

Increase (Decrease) Revenues

Emergency Management	2,500
<b>Total</b>	<b>\$ 2,500</b>

This amendment:

- Appropriates \$69,800 to emergency management, \$6,000 to Administration and \$170,604 to Non-Departmental from lapse salaries from Human Resources, Tax Administration, Information Technology, Health Administration, and DSS Administration.

Funding Source: Lapse Salary from Human Resources, Tax Administration, and Information Technology, Health Administration, and DSS Administration.

- Appropriates \$2500 for CSX grant for Emergency Management

Funding Source: CSX Grant

Submitted 02-17-2020

Respectfully Submitted by:

*Sharon Reynolds*  
 Assistant Finance Director

Approved by:

*Richard E. Eden*  
 County Manager

**AMENDMENT TO THE HOKE COUNTY BUDGET ORDINANCE  
2019/2020  
Amendment**

Section 1 of the Hoke County Budget Ordinance, pertaining to the General Fund operations of the County, shall be amended as follows:

Increase/(Decrease) Appropriations.

Sheriff	(30,000)
Sheriff	30,000
Jail	(62,500)
Jail	62,500

<b>Total</b>	\$ -
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**This amendment:**

- Appropriates \$30,000 to prevent over-spending in the Sheriff's overtime line item.
- Appropriates \$62,500 to cover overtime and inmate expenses, and medical supplies in the Jail.


Funding Source: Lapse hospitalization from the Sheriff and Jail

Submitted: 02-17-2020

Respectfully Submitted by:

  
 Assistant Finance Director

Approved by

  
 County Manager



**AMENDMENT TO THE HOKE COUNTY BUDGET ORDINANCE  
2019/2020  
Amendment**

Section 4 of the Hoke County Budget Ordinance, pertaining to the Fire District Fund operations of the County, shall be amended as follows:

Increase/Decrease Expenditure

Antioch	5,000
North Scotland	3,000
Puppy Creek	21,000
Rockfish	4,200
West Hoke	11,400
Pine Hill	10,000
Stonewall	42,000
Aberdeen	5,000
North Raeford	5,000
<b>Total</b>	<u><u>\$ 106,600</u></u>

Section 5 of the Hoke County Budget Ordinance, pertaining to the Fire District Fund operations of the County, shall be amended as follows:

Increase/Decrease Revenues

Antioch	5,000
North Scotland	3,000
Puppy Creek	21,000
Rockfish	4,200
West Hoke	11,400
Pine Hill	10,000
Stonewall	42,000
Aberdeen	5,000
North Raeford	5,000
<b>Total</b>	<u><u>106,600</u></u>


**This amendment:**

- appropriates funds to increase the various Fire District budgets because of additional forecast revenue.

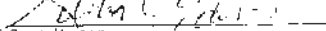
Funding Source: Additional tax revenue.

Submitted: 02-17-2020

Respectfully Submitted by:

  
Assistant Finance Officer

Approved by:

  
County Manager

**e. Finance Surplus Property**

**James Leach**  
Chairman

**Harry Southerland**  
Vice Chairman

**Tony Hunt**  
Commissioner

**Allen Thomas, Jr.**  
Commissioner



**Robert Wright**  
Commissioner

**Grady Hunt**  
County Attorney

**Letitia Edens**  
County Manager

**Gwen McGougan**  
Clerk to the Board

**RESOLUTION OF THE HOKE COUNTY BOARD OF COMMISSIONERS  
DECLARING CERTAIN PROPERTY TO BE SURPLUS AND  
AUTHORIZING THE DISPOSITION OF SAID PROPERTY**

**WHEREAS**, the Board of Commissioners of the County of Hoke, North Carolina desires to dispose of certain vehicles from Hoke County's vehicle inventory as listed below that have been determined as no longer needed by the County

<u>Department</u>	<u>Make/Model</u>	<u>VIN</u>	<u>Mileage</u>
Governing Body	2000 Ford Crown Victoria	1FAFP73W8YX126933	104,989
HATS	2010 Ford Van	1FTDS3ELBADA21494	220,235
HATS	2013 Ford Van	1FDEE3FL9DDA50805	176,598
HATS	2015 Ford Van	1FDEE3FL9FDA34512	172,193
Parks & Recreation	2001 Ford Ranger	1FTYR10UXPA80479	134,376

**NOW, THEREFORE BE IT RESOLVED** by the Hoke County Board of Commissioners that the listed vehicles are hereby declared to be surplus to the needs of the County and authorizes the disposition of the vehicles in the best interest of the County of Hoke.

**ADOPTED** this the 17th day of February, 2020.

\_\_\_\_\_  
James Leach, Chairman

\_\_\_\_\_  
Gwen McGougan, Clerk to the Board

**Motion: Upon motion by Commissioner Wright and second by Vice Chairman Southerland the Board voted unanimously to approve Consent Agenda Items a – e.**

**3. Planning & Zoning, Planner Robert Farrell**

a. Planner Robert Farrell presented to the Board an updated draft of the Text Amendment to Chapter 2 Zoning District Regulations concerning Electronic Gaming Operations. In this version:

- Gaming establishments must be no less than 500' of religious institutions, day care centers or schools, measured outer building wall to outer building wall.
- Gaming establishments can not be located within 1000' of other gaming establishments.
- A Conditional Use Permit will be required.
- One inspection every six months at a fee to the proprietor of \$200 per inspection.
- Inspection reports will be provided to the Board of Commissioners.

- Violations will be reported to the Board. The Board will then decide whether revocation of the permit is warranted.

Commissioner Wright stated that he believes an appropriate distance would be 1000' from religious institutions, day care centers or schools, measured property line to property line.

Commissioner Thomas said that, depending on the size of a tract, property line to property line might be excessive. Commissioner Wright then proposed a distance of 1000' measured outer building wall to outer building wall for new gaming establishments. Existing establishments, as reported by staff, would be "grandfathered". Mr. Farrell said the Board has an Amortization option, which would, pending any changes to the ordinance that would create a nonconformity for existing businesses, allow the Board to set a time period for nonconforming properties to comply with the changes. Chairman Leach said that he doesn't want to make this process more litigious since the Legislature has the final say.

**Motion: Upon motion by Vice Chairman Southerland and second by Commissioner Wright the Board voted unanimously to remove the Rockfish Area Overlay District from the proposed Text Amendment.**

**Motion: Upon motion by Commissioner Wright and second by Commissioner Hunt the Board voted unanimously to set the distance gaming operations can be from religious institutions, day care centers or schools, to 1000' measured building to building.**

Vice Chairman Southerland asked if these motions cleared up the issues with the Text Amendment. Mr. Farrell said that the overlay has been removed, the Conditional Use requirement added, the distance requirement set, the addition of the biannual inspection requirement and fee and the addition of the criteria the Board can use as justification for the revocation of a business's permit.

Vice Chairman Southerland asked what the number and severity of the violations should be to warrant permit revocation. Mr. Farrell replied that there are enforcement procedures established to address Zoning Ordinance violations. The inspections reports would be given to the Board and the Board could take the action they deemed appropriate. Chairman Leach said he wants all violations reported to the County Manager. County Attorney Grady Hunt added that a single violation would be enough to bring the issue to the Board for a decision about revocation.

**Motion: Upon motion by Commissioner Hunt and second by Commissioner Wright the Board voted unanimously to approve the Text Amendment to Chapter Two of the Zoning Ordinance as submitted to include the changes as set forth above.**

Vice Chairman Southerland added that he had received a question from a citizen inquiring whether there could be a Referendum on gaming in the community. He asked County Attorney Grady Hunt to investigate this possibility in order for the Board to consider a Referendum in the future.

- b. **Upon motion by Commissioner Hunt and second by Commissioner Wright the Board voted unanimously to approve a Special Zoning Permit fee of \$200 to be charged to proprietors of gaming establishments**

**4. Tax Collections:**

**a. Tax Collector's Report**

Tax Collector Daphne Dudley presented the following report on January, 2020 collections:

**HOKI COUNTY TAX COLLECTOR'S REPORT**  
February 17, 2020

Tax Levy 2019		\$28,500,526.08
Additions to Levy YTD		\$1,085,756.56
Total 2018 Levy to Date		\$29,586,282.64
Refunds 2019		\$66,076.44
Releases/Abatements		\$20,151.12
Discounts		\$381,932.48
Adjustments		\$12,528.17
Write Offs		\$1,126.30
Advertising Charged 2019 Tax Bills		\$0.00
Collectable Levy to Date		\$29,578,659.69
<b>Collected To Date</b>		<b>\$27,188,646.30</b>
Uncollected Balance 2019 Tax Levy		<u><b>\$2,409,013.39</b></u>

Collections January 2020	<b>\$1,880,706.55</b>
Releases January 2020	<b>\$1,210.21</b>
Percent of Levy Collected (Receipts)	<b>61.88%</b>
Percent of Levy Collected (Releases, Etc.)	<b>0.07%</b>

Prior Years Tax Levy January 2020		\$2,140,843.70
Prior Years Collected in January 2020 To Date		<b>\$632,829.88</b>
Uncollected Balance Before Releases		\$1,508,013.74
Refunds		\$2,744.85
Releases/Abatements		\$4,486.67
Discounts		\$0.00
Adjustments		\$232.12
Write Offs/Insolvent		\$11,938.15
Uncollected Balance Prior Years		<u><b>\$1,494,101.85</b></u>

Prior Years Collected in January 2020	<b>\$97,402.94</b>	
Releases Prior Years January 2020	<b>\$2,565.56</b>	
Percent Prior Years Collected (Receipts)	<b>29.66%</b>	
Percent Prior Years Collected (Releases, Etc.)	<b>0.30%</b>	
Total Uncollected Taxes		<u><b>\$3,803,115.04</b></u>

**2018 Taxes**

Tax Levy January 2019		\$28,743,039.88
Collections January 2019		\$1,885,297.60
Releases January 2019		\$2,684.23
Percent Collected (Receipts)	<b>61.22%</b>	
Percent Collected (Releases, Etc.)	<b>0.02%</b>	
Prior Years Tax Levy January 2019		\$2,205,627.31
Collections January 2019		\$114,561.39
Releases January 2019		\$30.86
Insolvent		
Percent Collected (Receipts)	<b>24.42%</b>	
Percent Collected (Releases, Etc.)	<b>0.14%</b>	

**b. Mrs. Dudley submitted the following tax foreclosure properties to be declared as surplus to the needs of the County:**



R-2020-06

James Lench  
Chairman  
  
Harry Southerland  
Vice Chairman  
  
Tony Hunt  
Commissioner  
  
Allen Thomas, Jr.  
Commissioner



Robert Wright  
Commissioner  
  
Grady Hunt  
County Attorney  
  
Letitia Edens  
County Manager  
  
Gwen McGowan  
Clerk to the Board

**RESOLUTION OF THE HOKE COUNTY BOARD OF COMMISSIONERS  
DECLARING CERTAIN PROPERTY TO BE SURPLUS AND  
AUTHORIZING THE DISPOSITION OF SAID PROPERTY**

WHEREAS, the Board of Commissioners of the County of Hoke, North Carolina, desires to dispose of certain surplus property from Tax Collections (foreclosed property) listed below that has been determined as no longer needed by the County;

Parcel	Location	Acres	Taxes	Fees	Total Cost / Allowance	Tax Value	Date Recorded
88425-13-01-169	Vass Road	Lot	\$484.00	\$260.58	\$1,445.48	\$4,250	12/19/2019
88425-18-01-011	Alex Baker Road	Lot	\$367.28	\$968.20	\$1,535.48	\$4,930	12/19/2019
28422-00-01-206	Shenwood Lane	Lot	\$2,911.24	\$1,111.93	\$4,218.22	\$21,730	12/19/2019
28431-00-01-228	150 Windsock Drive	Lot	\$4,144.43	\$2,376.52	\$6,520.95	\$26,490	1/30/2020

NOW, THEREFORE, BE IT RESOLVED by the Hoke County Board of Commissioners that the listed properties are hereby declared to be surplus to the needs of the County and authorizes the disposition of the property in the best interest of the County of Hoke

ADOPTED this 17<sup>th</sup> day of February, 2020

James A. Lench, Chairman  
 Robert Wright, Commissioner  
 Grady Hunt, County Attorney  
 Letitia Edens, County Manager  
 Gwen McGowan, Clerk to the Board

APPROVED  
 Hoke Co. Governing Body

- c. Mrs. Dudley presented the following property to be removed from Surplus and retained as an asset for possible future use:

2-20-20 09

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



Robert Wright  
Commissioner  
Grady Hunt  
County Attorney  
Lutitia Edens  
County Manager  
Gwen McCougan  
Clerk to the Board

**RESOLUTION OF THE HOKE COUNTY BOARD OF COMMISSIONERS REMOVING CERTAIN PROPERTY FROM THE LIST OF SURPLUS PROPERTY**

WHEREAS the Board of Commissioners of the County of Hoke, North Carolina, declared that real property located off Aberdeen Road and identified as parcel number 58486-00-01-006 surplus property by Resolution adopted on the 16<sup>th</sup> day of December, 2019:

WHEREAS, the Board of Commissioners of the County of Hoke, North Carolina desire to remove the above property from the list of surplus property

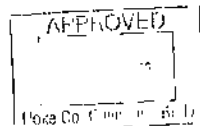
NOW THEREFORE BE IT RESOLVED, by the Hoke County Board of Commissioners that the above identified property is hereby removed from the list of surplus property.

ADOPTED this the 17<sup>th</sup> day of February 2020

ATTEST

James Leach, Chairman

Gwen McCougan, Clerk to the Board



**Motion: Upon motion by Commissioner Hunt and second by Vice Chairman Southerland the Board voted unanimously to approve the listed tax foreclosed properties (shown as Item 4b 1-4) as surplus and to remove the listed property (shown as Item 4c) from Surplus inventory and retain as an asset for possible future use.**

**5. Tax Assessor Jennie Gibson:**

a. Releases

Mrs. Gibson presented the following tax release request:

Billinger, Daronla      Release      2019    MH Double-listed      \$10.20  
119 Owl Court  
Raeford, NC 28376

**Motion: Upon motion by Vice Chairman Southerland and second by Commissioner Hunt the Board voted unanimously to approve the tax release of \$10.20 to Daronla Billinger.**

b. Proposed Board of Equalization & Review meeting schedule

Mrs. Gibson proposed the following schedule and agenda for the FY 2020 Board of Equalization & Review meetings:

**Hoke County Tax Assessor**

# Memo

To: Hoke County Board of Commissioners  
From: Jennie Gibson  
Date: 2/10/2020  
Re: 2020 Board of Equalization and Review

I would like to propose the following schedule for the 2020 Board of Equalization and Review

Advertisement of meeting per O.S. 105-322

March 4, 2020

March 11, 2020

March 18, 2020

1<sup>st</sup> meeting April 6, 2020 at 5:30 p.m

Board members to be sworn in and Chairman elected

Hearings

2<sup>nd</sup> meeting April 20, 2020 at 5:30 p.m

Hearings

Adjourn

Thank you for your consideration in this matter

**Motion: Upon motion by Commissioner Hunt and second by Commissioner Wright the Board voted unanimously to adopt the schedule for the FY 2020 Board of Equalization & Review meetings as presented.**

## 6. Board of Health Appointment

Health Department Director Helene Edwards presented a request by the Board of Health that Mrs. Leah Leach be appointed as a General Member to the Board of Health, filling a vacancy created when Mrs. Jean Squier resigned from the Board.

**Motion: Upon motion by Vice Chairman Southerland and second by Commissioner Wright the Board voted unanimously to approve the appointment of Mrs. Leah Leach as a General Member of the Board of Health.**

### 7. Community Forest Update

Mr. Jesse Wimberly advised the Board that the Steering Committee had met for the first time. The Hoke Community Forest is the only community forest in the Southeast. The forest is underperforming and hasn't reached its full potential, particularly as an education area to be used by schools, scouts and other groups.

The restoration process will include thinning, timber cutting and controlled burns to return the forest to a Longleaf Pine ecosystem. This will be done at no cost to Hoke County. A professional forester, Mr. Rob Drummond with Milliken Forestry, has been retained to guide the process.

Milliken has done an assessment of the forest and they are proposing a couple of timber sales. There is a Conservation Easement on the property that Milliken will avoid. Below is a map of the property.



Chairman Leach reminded Mr. Drummond to use caution on the acreage near the landfill. The County must stay in compliance with State regulations concerning the required boundary surrounding the landfill.

Commissioner Wright suggested dividing the revenues from the timber sales equally between the General Fund and the restoration project. Chairman Leach said that the Board could consider that when its time for the revenues to come in.

Commissioner Hunt asked about the timeline for the cuts. Mr. Drummond said that the first cut would be over an 18-month period with thinning ongoing over a 3-year period.

Vice Chairman Southerland asked about the effect the cuts and burns would have on the climate. Mr. Drummond replied that one of the first places they want to cut is on the North side of Vass Road. Harvesting timber can leave an area looking unattractive. The solution is to replant trees and maintain erosion control. Mr. Drummond recommended placing signage at the area to make the public aware of the project and tell them that they will see a difference once vegetation returns and the wildlife returns.

Commissioner Hunt asked what would happen if no action was taken. Mr. Drummond said that eventually the trees would die or get blown over. Managing your forested areas is good stewardship of the land.

Commissioner Wright said that he would like to see trees replanted as soon as possible. Chairman Leach said that he likes the idea of leaving a buffer on the edges of the property as opposed to cutting all the way to the road.

**Motion: Upon motion by Commissioner Wright and second by Vice Chairman Southerland the Board voted unanimously to allow Mr. Wimberly and Mr. Drummond to proceed with the Hoke Community Forest Management Plan.**

Mr. Wimberly asked if the Board was agreeable to letting the Steering Committee make decisions throughout the process. Chairman Leach replied that the Steering Committee can make decisions such as selecting the days to burn, but any decision involving funding would need to go through the Board of Commissioners.

## **8. Manager's Report**

County Manager Letitia Edens advised the Board that the Grand Opening for the new License Plate Agency building will be held on Thursday, February 27, 2020 at 1:00 pm.

Commissioner Hunt added that Governor Cooper's wife, NC First Lady Kristin Cooper, has been visiting counties within the state and she was invited to the Grand Opening and has accepted.

Vice Chairman Southerland asked for a status update on the Wright building. Mrs. Edens replied that construction is in the latter stages and ahead of schedule. The walls are up and security and audio/visual equipment are being installed.

**9. Closed Session**

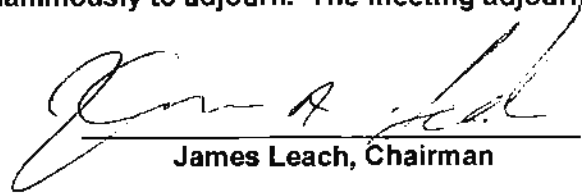
No Closed Session was held.

**10. Adjourn**

**Motion:** There being no further business to come before the Hoke County Board of Commissioners, and upon motion by Commissioner Wright and second by Vice Chairman Southerland the Board voted unanimously to adjourn. The meeting adjourned at 7:45 pm.



Gwen McGougan, Clerk to the Board

  
James Leach, Chairman