

The Hoke County Board of Commissioners convened for a regular meeting at 7:00 pm on Monday, April 15, 2019 in the Commissioners Room in the Pratt Building.

PRESENT:

James Leach  
Harry Southerland  
Tony Hunt  
Robert Wright

ALSO PRESENT:

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

ABSENT:

Allen Thomas, Jr.

Chairman Leach called the meeting to order at 7:00 pm. Vice Chairman Southerland led the Pledge of Allegiance and Minister Mary Owens gave the Invocation.

**1. Adoption of Agenda****A G E N D A**

BOARD OF EQUALIZATION AND REVIEW -- 5:30 pm

INVOCATION & PLEDGE: Vice Chairman Southerland

ITEM

1. Adoption of Agenda
2. Consent Agenda
  - a. Minutes from March 18, 2019 Board of Commissioners regular meeting
  - b. NC Vehicle Tax System Pending Refunds totaling \$1,377.01
  - c. MOU for Emergency Management Firehouse Subs Public Safety Foundation grant for cardiac equipment
  - d. Finance - Budget Amendments
3. Recognition of 2018 Governor's Volunteer Service Award Recipients
4. Tax Collector's Report
5. Tax Assessor's Report/Releases
6. Sheriff's Department matters
  - a. Employee reclassification
  - b. Discussion of Jail & Sheriff's office overtime
7. Hoke County EMS presentation
8. Manager's Report
  - a. Regional Senior Basketball games
  - b. Splash Pad Week Proclamation
9. Closed Session
10. Adjourn

Chairman Leach asked if there were any changes to the agenda needed. County Manager Letitia Edens asked to add a Declaration of Surplus for a 1999 Volvo Roll-off truck in the Solid Waste Department. Chairman Leach added this as item (e) on the Consent Agenda.

**Motion: Upon motion by Tony Hunt and second by Harry Southerland the Board voted 4-0 to adopt the Agenda with the addition of Consent item (e) to declare a 1999 Volvo Roll-off truck surplus.**

**2. Consent Agenda**

- a. Minutes from March 18, 2019 Board of Commissioners regular meeting
- b. NC Vehicle Tax System Pending Refunds totaling \$1,377.01



c. MOU for Emergency Management Firehouse Subs Public Safety Foundation grant for cardiac equipment



Firehouse Subs Public Safety Foundation, Inc.  
 6735 Great Way, Suite 100, Jacksonville, Florida 32218

MEMORANDUM OF UNDERSTANDING- FUNDING AGREEMENT  
 April 8, 2019

Failure to adhere to the requirements of this Funding Agreement will jeopardize your grant award.  
 All purchases must match the quantities and equipment approved in the original grant request.

Firehouse Subs Public Safety Foundation Responsibilities

- 1. Firehouse Subs Public Safety Foundation will award a check to Hoke County Emergency Management, Raeford, NC for \$16,328.00 to be used toward the direct purchase of 10 Phillip HeartStart AED's and Five Cardiac Science GS AED's.

Hoke County Emergency Management Responsibilities

1. A check will be remitted to the organization name as stated in this memo of understanding and must match the EIN number submitted on the grant request. If there is a change in either information, you must submit a W-9.
2. If the mailing address where the check needs to be sent differs from the address on the submitted grant application, please email the Foundation with the correct mailing address.
3. Confirm Receipt of Check by emailing [procurementfoundation@firehousesubs.com](mailto:procurementfoundation@firehousesubs.com)
4. Purchase the approved equipment on approved quote #146634 dated 3.27.19 from AED Superstore.
5. Verify Purchase by returning Firehouse Subs Public Safety Foundation with one of the following:
  - Copies of paid invoices, verifying your organization's name as the customer and matching the vendor quotes) OR
  - A copy of the cleared check as verifying the payee and payment amount matches the vendor quote(s)
6. Confirm Receipt of Equipment by providing Firehouse Subs Public Safety Foundation with A.L.I. SIGNED and DAHLI packing slips
7. In the event that the purchased equipment costs less than the dollar amount awarded, all excess funds must be returned to Firehouse Subs Public Safety Foundation.
  - Please email [procurementfoundation@firehousesubs.com](mailto:procurementfoundation@firehousesubs.com) with notification of excess funds within 30 days of purchase.
  - Excess funds will need to be returned to Firehouse Subs Public Safety Foundation within 90 days of purchase.
8. If purchases exceed funding, Hoke County Emergency Management is responsible for the additional amount.

**VERY IMPORTANT:** Deadline for submitted documentation is October 1, 2019

Firehouse Subs Public Safety Foundation  
 \_\_\_\_\_  
 Firehouse Subs Public Safety Foundation Representative Name (Print)

Date  
 4/15/2019  
 4/15/2019  
 Date

d. Finance: Budget Amendments

AMENDMENT TO THE HOKE COUNTY BUDGET ORDINANCE  
 2018/2019  
 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/Reallocations

Emergency Management	16,328
Non-Departmental	(140,000)
Special Appropriations	140,000
Veterans Service	21,000
Veterans Service	(9,280)
Non-Departmental	(11,740)
<b>Total</b>	<b>\$ 16,328</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/Reallocations

Emergency Management	16,328
<b>Total</b>	<b>\$ 16,328</b>

This amendment:

- Appropriates \$16,328 in using to Firehouse Subs Public Safety Grant  
 Funding Source: Grant funds
- Appropriates \$140,000 from lapse salaries in Non-Departmental and transfers to Parks and Recreation Project.  
 Funding Source: Lapse salaries in the Non-Departmental
- To correct misposting of Veterans Service salary budget  
 Funding Source: Veterans Service and lapse salaries in the Non-Departmental

Submitted: 4-15-2019

Respectfully Submitted by  
 \_\_\_\_\_  
 Assistant Finance Director

Approved by  
 \_\_\_\_\_  
 County Manager

AMENDMENT TO THE HOKE COUNTY BUDGET ORDINANCE  
 2018/2019  
 ADMINISTRATION CAPITAL PROJECT FUND

Section Expenditure of the Hoke County Budget Ordinance pertaining to the Administrative Capital Projects Fund relating to the Parks & Recreation Project

Capital Outlay Land	140,000
<b>Total</b>	<b>\$ 140,000</b>

Section Revenue of the Hoke County Budget Ordinance pertaining to the Administrative Capital Projects Fund relating to the Parks & Recreation Project

Transfer from General Fund	140,000
<b>Total</b>	<b>\$ 140,000</b>

- Transfers funds from the General Fund to the Parks & Recreation Project

Funding Source: Non-Departmental lapse salaries.

Submitted: April 15, 2019

Respectfully Submitted by  
 \_\_\_\_\_  
 Assistant Finance Officer

Approved by  
 \_\_\_\_\_  
 County Manager

AMENDMENT TO THE HOKE COUNTY BUDGET ORDINANCE  
2018/2019  
ADMINISTRATION CAPITAL PROJECT FUND

Section Expenditure of the Hoke County Budget Ordinance pertaining to the Administrative Capital Projects Fund relating to the Parks & Recreation Project and Cooperative Extension

Transfer to Admin Projects	765,350
Capital Outlay Land	(283,220)
<b>Total</b>	<b>\$</b>

Transfers funds from the Cooperative Extension Project to the Parks & Recreation Project to separate project cost out.

Funding Source No new money creates separate budget for the two projects

Submitted: April 15, 2019

Respectfully Submitted by: Mark J. [Signature] Assistant Finance Officer  
Approved by: \_\_\_\_\_ County Manager

e. Declare Surplus SW 1999 Roll-off truck

**COUNTY of HOKE**

Office of the Director of Finance

**FIXED ASSET RETIREMENT FORM**

Please complete one form for each asset being disposed of or retired. Upon completion return to the Finance Department.

Department: Solid Waste Department Head: Don Russell

Asset: Volvo Roll off Asset Tag/ID Number: 0004742 255888

Manufacturer: Volvo Serial Number: 4VHJCBPF7XN86710

Model Year: 1999 License Number: 62430-T

Model Number: WG65 Condition: FAIR

Retirement/Disposition:  
Date of Retirement: 4/10/2019 Asset Location: Transfer Station

Reason for Disposal:  Surplus  Damaged  
 Lost  Stolen (Attach report)  
 Other \_\_\_\_\_

Disposal Method:  
Method of Disposal:  Public Auction  govdeals.com  
 Private sale  Other \_\_\_\_\_

Form Completed by: [Signature]  
Telephone Number: 910-875-3111 Date: 4/10/2019

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 equipment from the Hoke County Solid Waste Department as listed below that has been determined as no longer needed by the County

ITEM	MODEL NUMBER	VIN NUMBER
1999 Volvo Roll-off truck	WG65	4VHJCBPF7XN86710

NOW, THEREFORE BE IT RESOLVED by the Hoke County Board of Commissioners that the listed property is 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 the 15<sup>th</sup> day of April, 2019.

[Signature] James Leach, Chairman  
[Signature] Gwen McGougan, Clerk to the Board

Chairman Leach asked County Manager Letitia Edens to explain item (e) on the Consent Agenda. Mrs. Edens replied that she would like to get it on Gov Deals as quickly as possible. She expects bidding to begin at \$10,000.

Vice Chairman Southerland called on Emergency Management Coordinator Andrew Jacobs to talk about the MOU with Firehouse Subs. Emergency Management received notice about 2 weeks ago that Hoke County had been awarded roughly \$17,000 to purchase 15 Emergency Defibrillators. Ten will be installed in County buildings and the remaining five will be allocated to the Sheriff's Department to use in their patrol cars.

Vice Chairman Southerland commended Mr. Jacobs for his hard work.

**Motion: Upon motion by Tony Hunt and second by Robert Wright the Board voted 4-0 to approve Items 2(a) – 2(e) on the Consent Agenda**

**3. Recognition of 2019 Governor's Volunteer Service Award Recipients**

Cooperative Extension's Area Livestock Agent, Liz Lahti, presented Mr. William Hollingsworth, Sr., Ms. Mary Owens and Ms. Karen Richardson the 2019 Governor's Volunteer Service Award. The award is given for to North Carolina's most dedicated volunteers.

The Board came forward to present the certificates and pins to the award recipients.

**4. Tax Collector's Report**

Tax Collector Daphne Dudley presented the Tax Collections report for the month of March, 2019.

**HOKE COUNTY TAX COLLECTOR'S REPORT**  
April 15, 2019

Tax Levy 2018		\$27,703,504.41
Additions to Levy YTD		\$046,535.47
Total 2018 Levy to Date		\$28,743,039.08
Refunds 2018		\$02,149.22
Releases/Abatements		\$8,956.07
Encourts		\$348,777.30
Adjustments		\$206.46
Write Offs		\$243.07
Advertising Charges 2018 Tax Bills		50.00
Collectable Levy to Date		\$28,738,527.05
Collected To Date		\$27,328,020.38
Uncollected Balance 2018 Tax Levy		<u>\$1,409,707.28</u>
Collections March 2019	\$601,327.03	
Releases March 2019	\$253.18	
Percent of Levy Collected (Receipts)	94.78%	
Percent of Levy Collected (Releases Etc.)	0.02%	
Prior Years Tax Levy March 2019		\$2,276,027.31
Prior Years Collected in March 2019 To Date		\$889,096.03
Uncollected Balance Below Releases		\$1,308,531.28
Refunds		\$2,376.16
Releases/Abatements		\$3,619.52
Encourts		\$0.53
Adjustments		\$110.00
Write Offs/abovent		\$56,193.03
Uncollected Balance Prior Years		<u>\$1,349,029.49</u>
Prior Years Collected in March 2019	\$88,096.03	
Releases Prior Years March 2019	\$603.20	
Percent Prior Years Collected (Receipts)	40.78%	
Percent Prior Years Collected (Releases Ptc.)	0.23%	
Total Uncollected Taxes		<u>\$2,698,692.78</u>
<b>2017 Taxes</b>		
Tax Levy March 2018		\$38,150,000.72
Collections March 2018		\$323,868.74
Releases March 2018		50.00
Percent Collected (Receipts)	94.71%	
Percent Collected (Releases Etc.)	0.02%	
Prior Years Tax Levy March 2018		\$2,911,263.45
Collections March 2018		\$150,809.80
Releases March 2018		50.00
Percent Collected (Receipts)	37.84%	
Percent Collected (Releases Etc.)	30.21%	

**5. Tax Assessor's Report/Releases**

Tax Assessor Jennie Gibson presented the following tax release requests:

ORDER NAME AND ADDRESS	CAF YEAR PURCHASER RELEASED	BILL EFF DATE	TAX	RESP NO	VALU	CHARGE	AMOUNT
237200 BETARY, CHARLES 181 WALTON CT FAYETTEVILLE, NC 28104	PP 2017 14997 RELEASED VEHICLE SOLD IN 2016	364 04/15/2019	4	00282	0	COO FBI COOL FBI	10.00 2.00 1.50 1.00 35.50
237200 BETARY, CHARLES 181 WALTON CT FAYETTEVILLE, NC 28104	PP 2018 14997 RELEASED VEHICLE SOLD IN 2016	370 04/15/2019	4	00281	0	COO FBI COOL FBI	11.50 1.50 1.00 1.00 35.00
192140 BARRELL, ADAM CONCRETE INC 2772 TRIMM 401 BOX RAEFORD, NC 28174	PP 2017 12310 RELEASED BUSINESS CLOSED IN 2017	863 04/15/2019	6	00290	0	COO FBI	110.00 16.10 161.10
238426 HODGES, ROBERT 1919 THORNTON RD RAEFORD, NC 28174	PP 2018 12311 RELEASED NONE LISTED AND PAID TO ANOTHER COUNTY	3187 04/15/2019	0	00279	0	COO FBI	199.00 10.00 211.00
100490 WIDEN, CAROLYN 197 BRANCH RD RED SPRING, NC 28177-0400	PP 2018 12311 RELEASED MOTOR HOME LICENSE-LIMITED	3616 04/15/2019	3	00260	0	COO FBI COOL FBI	81.00 11.00 1.00 1.00 96.00
OSWALD, JONAS	COURT: 6	RELEASED - TOTAL	0				374.00

Motion: Upon motion by Robert Wright and second by Tony Hunt the Board voted 4-0 to approve the listed Tax Releases totaling \$374.03.

6. Sheriff's Department matters

a. Employee reclassification

Chief Deputy David Newton, representing Sheriff Hubert Peterkin, submitted a request to reclassify position #431011 from a Corporal to a Sergeant. This will not affect salaries.

Motion: Upon motion by Robert Wright and second by Harry Southerland the Board voted 4-0 to approve the reclassification of position #431011 from a Corporal to a Sergeant with no change to salaries.

b. Discussion of Jail & Sheriff's office overtime

Chief Jailer Darnell Jacobs asked to transfer \$20,000 from the Sheriff's lapse salaries and \$20,500 from the Jail's lapse hospitalization to the Jail overtime line item. He is also requesting a \$124,595 transfer from the Sheriff's lapse salaries to Sheriff's overtime line item.

Commissioner Hunt confirmed with Finance Officer E.J. Prevatte that the line item numbers and amounts are correct.

Motion: Upon motion by Tony Hunt and second by Robert Wright the Board voted 4-0 to approve a transfer of \$20,000 from the Sheriff's lapse salaries and \$20,500 from the Jail's lapse hospitalization to the Jail overtime line item and a \$124,595 transfer from the Sheriff's lapse salaries to Sheriff's overtime line item.

7. Hoke County EMS Presentation

Mr. Robert Godwin, Director, Hoke County EMS, gave a presentation to update the Board on Cape Fear Valley (CFV) Health's Hoke County Emergency Medical Service. Cape Fear Valley's contract to provide Emergency Medical Services to Hoke County began in 2014. Over the past five years, CFV's Hoke County EMS has seen a 14.3% increase in calls. They have also implemented new technologies, such as equipping the units with LUCAS devices to provide continuous, uninterrupted chest compressions. CFV's Hoke County EMS is pursuing CAAS (Commission on Accreditation of Ambulance Services) accreditation. Once completed, Hoke County EMS would be the sixth agency in North Carolina and one-hundred-eighty-fifth in the Nation.

Cape Fear Valley's Hoke EMS proposes to restructure their rates in a manner that would allow Hoke County residents that use their service to pay nothing out-of-pocket. The ALS rate would increase from \$450 to \$850. BLS would increase from \$350 to \$800. And their charge per mile would increase \$1 from \$11 to \$12. The annual subsidy from the County would remain the same. This subsidy covers the cost of transporting Hoke County residents.

The new rates would be charged and then an insurance claim would be filed based upon the new amount. For Hoke County residents, any amount that the insurance does not pay would be written off. Non-residents would be billed.

Commissioner Hunt asked Mr. Godwin what percentage of the calls the past year has been Hoke County residents. Mr. Godwin replied that 75% were Hoke County residents. Commissioner Hunt followed up by asking how the addresses are verified. Mr. Godwin said that they use a third-party billing company to confirm residency based upon zip codes and addresses.

County Manager Letitia Edens pointed out that there are several portions of the County where a resident might have an address for a town in an adjoining county. Mr. Godwin said that they are aware of this and have provided the third-party billing company with a list of addresses where that situation might occur.

Vice Chairman Southerland asked about the rates for other counties. Mr. Godwin replied that their rates are determined by US Industry Standard.

Chairman Leach asked if this restructure would increase the amount of the subsidy the County currently pays. Mr. Godwin replied that they are not asking for a subsidy increase.

Commissioner Hunt pointed out that CFV would bill the insurance company for the full amount, and if the insurance company pays the full amount, CFV gets 100% of what they billed, regardless of whether it's a resident or non-resident.

Mrs. Edens said that the current contract allows CFV to bill a maximum of \$450(ALS)/\$350(BLS). To change that to the proposed rates the contract would have to be amended.

Mr. Brian Pearce, also with CFV Hoke EMS, said that for Hoke County residents, no matter what type of insurance, CFV will accept what they pay and write off the remainder. If a person has no insurance and there's nothing to file, the entire bill will be written off. CFV uses the subsidy from the County toward the bills. Non-residents will pay the full cost.

Mr. Godwin added that this is for the EMS bill, not the hospital bill.

County Attorney Grady Hunt asked Mr. Godwin and Mr. Pearce if there is an appeals process for persons who are determined to be non-residents. Mr. Pearce replied that if a person believes they have been incorrectly designated as a non-resident, their address will be verified and the bill will be waived if the residency determination is reversed. Mr. Hunt followed up by asking how a person would know that there is an appeals process. Mr. Pearce said something to that effect could be added to the bill.

Chairman Leach said that the Board will take the proposal under consideration and make a decision by July 1, 2019.

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

County Manager Letitia Edens advised the Board that Hoke County will be hosting the Regional Senior Games' Women's and Men's Basketball tournament. The event will take place on Saturday, May 4, 2019 beginning at 9:00 am.

Splash Pad Week for the Hoke County Schools will be the week of June 3, 2019 – June 4, 2019. Mrs. Edens presented a Proclamation for approval by the Board.

**Motion: Upon motion by Robert Wright and second by Harry Southerland the Board voted 4-0 to approve the Splash Pad Week Proclamation.**

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

PROCLAMATION

HOKE COUNTY PARKS & RECREATION/HOKE COUNTY SCHOOLS

SPLASH PAD WEEK

WHEREAS Play is a crucial factor in the overall well-being of children. Children who play outdoors are healthier and suffer less obesity and obesity-related health problems such as diabetes and heart disease, and

WHEREAS Hoke County leaders believe strongly in providing safe and enjoyable activities for the children of Hoke County, and

WHEREAS Hoke County constructed a Splash Pad to allow the children of Hoke County to enjoy playing in the water without standing water, and

WHEREAS This Splash Pad is the first in Hoke County and it is designed as a safe way for the children to have some fun in the sun, and

NOW THEREFORE, The Hoke County Board of Commissioners and Hoke County Schools are partnering to open the Splash Pad during the week of June 3, 2019 - June 7, 2019 to the County's elementary schools to celebrate the students' hard work and the end of the school year.

James Leach, Chairman

Gwen McGougan, Clerk to the Board

Update on Animal Control: A contract for a dog trapper is being prepared.

Names are being compiled of citizens who have volunteered to serve on the Animal Control Ordinance Review Committee.

The Animal Control Department is working in three shifts. The Manager is advertising for a temporary Animal Control Officer.

Vice Chairman Southerland commended Animal Control Director Scottie Luckie on his and his staff's hard work.

9. Closed Session

No Closed Session was held.

10. Adjourn

Motion: Upon motion by Tony Hunt and second by Harry Southerland the Board voted 4-0 to Adjourn. The meeting was adjourned at 7:40 pm.

James Leach, Chairman

Gwen McGougan, Clerk to the Board

