

The Hoke County Board of Commissioners convened for a regular meeting at 7:00 pm on May 20, 2019 in the Commissioners Room in the Pratt Building.

PRESENT:

Chairman James Leach
 Vice Chairman Harry Southerland (VIA
 Conference Call)
 Commissioner Tony Hunt
 Commissioner Robert Wright
 Commissioner Allen Thomas, Jr.

ALSO PRESENT:

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

Chairman Leach called the meeting to order at 7:00 pm. Commissioner Thomas led the Pledge of Allegiance and gave the Invocation.

1. Adoption of Agenda



A G E N D A

INVOCATION & PLEDGE: Commissioner Allen Thomas, Jr.

ITEM

1. Adoption of Agenda
2. Consent Agenda
 - a. Minutes from May 6, 2019 regular meeting
 - b. NC Vehicle Tax System pending refunds totaling \$700.30
 - c. Hoke County Cooperative Extension copier contract
 - d. Finance
 Budget Amendments
 Surplus Property
3. Tax Collector
 - a. April 2019 Collections report
 - b. Proposed 2% fee for credit card transactions
 - c. WorldPay merchant processing agreement
4. JCPC Funding Recommendations for FY 2020
5. Broadband Study - David Richardson, LRCCOG
6. Raeford to Wagram Rail Trail - Janel Robertson, LRCCOG
7. Consideration of Request by Hoke County Schools to reclassify Capital funds - Dr. Freddie Williamson
9. Manager's Report
9. Closed Session
10. Adjourn

Chairman Leach asked for any changes that need to be made to the agenda. No changes were needed.

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

2. Consent Agenda

- a. Minutes from May 6, 2019 regular meeting
- b. NC Vehicle Tax System pending refunds totaling \$700.30

North Carolina Vehicle Tax System											
NCTD Pending Refund Report											
Agency	Account	Agency	Account	Agency	Account	Agency	Account	Agency	Account	Agency	Account
...
										Total Refunds	\$700.30

Total Refunds \$700.30

North Carolina Vehicle Tax System											
NCTD Pending Refund Report											
Agency	Account	Agency	Account	Agency	Account	Agency	Account	Agency	Account	Agency	Account
...
										Total Refunds	\$700.30

- c. Hoke County Cooperative Extension copier contract
- d. Finance: Budget Amendments

AMENDMENT TO THE HOKE COUNTY BUDGET ORDINANCE
2018/2019
Amendment

Section 8 of the Hoke County Budget Ordinance, pertaining to the Water & Sewer fund operations of the County, shall be amended as follows:

Increase/Decrease Appropriations

Administration	32,224
Water Treatment	3,929
Water Distribution	8,300
System	1,420
Sewer Plant	61,385
Total	\$ 106,867

This amendment:

- Appropriates unspent capital outlay in water treatment to prevent over spending in administration/distribution, water treatment, sewer, and sewer plant

Funding Source: Unspent capital outlay in water treatment

Submitted: 6-20-2019

Respectfully Submitted by:

[Signature]
Assistant Finance Director

Approved by:

[Signature]
County Manager

0726

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 Appropriations

Juvenile Justice	21,588
Special Appropriations	153,834
Total	\$ 175,422

Section 3 of the Hoke County Budget Ordinance, pertaining to the General Fund operations of the County, shall be amended as follows:

Increase/Decrease Revenues

Juvenile Justice	21,588
Miscellaneous	153,834
Total	\$ 175,422

This amendment:

- Appropriates funds in special appropriations to debt service and Division of Youth services to prevent over-spending

Funding Source: Additional funds from interest revenue

- Appropriates additional funds from the state to the Juvenile Justice program

Funding Source: Additional revenue from the state

Submitted: 5-20-2019

Respectfully Submitted by:

[Signature]
Assistant Finance Director

Approved by:

[Signature]
County Manager

Surplus Property:

**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 Tax Collections Department as listed below that has been determined as no longer needed by the County

HOKE COUNTY TAX COLLECTIONS SURPLUS LIST 5/20/2019

<u>Item #</u>	<u>Description</u>	<u>Asset Number</u>
1	Corner Desk Unit	400041
2	Corner Desk Unit	400057
3	Corner Desk Unit	400091
4	Desk	400058
5	Drawer	400095
6	Desk	400040
7	Desk	400042
8	Cabinet (homemade)	400020
9	File Cabinet	400044
10	File Cabinet	400010

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 20th day of May, 2019.

James Leach, Chairman

Gwen McGougan, Clerk to the Board

Motion: Upon motion by Commissioner Tony Hunt and second by Commissioner Wright the Board voted unanimously to approve Consent Agenda items a – d.

3. Tax Collector

- a. April, 2019 collections report

Tax Assistant Susan Quick presented the collections report for April, 2019:

HOKE COUNTY TAX COLLECTOR'S REPORT		
May 20, 2019		
Tax Levy 2018		\$17,700,004.41
Additions to Levy YTD		\$648,606.47
Total 2018 Levy to Date		\$18,348,610.88
Refunds 2018		\$24,710.13
Releases/Abatements		\$7,354.42
Discounts		\$386,821.35
Adjustments		\$115.50
Write Offs		\$229.17
Administrative Charges 2018 Tax Bids		\$3,110.00
Collectable Levy to Date		\$18,742,618.08
Collected To Date		\$27,661,126.16
Uncollected Balance 2018 Tax Levy		<u>\$1,181,321.90</u>
Collections April 2019	\$311,205.78	
Releases April 2019	\$239.73	
Percent of Levy Collected (Receipts)	1.65%	
Percent of Levy Collected (Releases, Etc.)	0.00%	
Prior Years Tax Levy April 2018		\$7,705,827.31
Prior Years Collected in April 2019 To Date		\$1,002,692.19
Uncollected Balance Before Releases		\$1,202,735.11
Refunds		\$2,376.16
Releases/Abatements		\$3,058.00
Discounts		\$0.50
Adjustments		\$60.00
Write Offs/Invoiced		\$36,193.66
Uncollected Balance Prior Years		<u>\$1,247,359.89</u>
Prior Years Collected in April 2019	\$103,796.18	
Releases Prior Years April 2019	\$18.48	
Percent Prior Years Collected (Receipts)	13.47%	
Percent Prior Years Collected (Releases Etc.)	0.30%	
Total Uncollected Taxes		<u>\$2,499,762.78</u>
2017 Taxes		
Tax Levy April 2018		\$18,130,000.72
Collections April 2018		\$254,100.48
Releases April 2018		\$0.00
Percent Collected (Receipts)	1.40%	
Percent Collected (Releases, Etc.)	0.00%	
Prior Years Tax Levy April 2018		\$2,911,203.45
Collections April 2018		\$86,820.72
Releases April 2018		\$0.00
Percent Collected (Receipts)	2.98%	
Percent Collected (Releases, Etc.)	0.00%	

- b. Proposed 2% service fee for credit card transactions
- c. WorldPay Merchant Processing Agreement

Ms. Quick presented a request from Tax Collector Daphne Dudley to implement a service fee of 2% of the transaction amount for all debit or credit transactions.

Chairman Leach asked the County Attorney if he had reviewed the contract. Mr. Hunt confirmed that he had.

Commissioner Hunt asked the County Manager if she was okay with the 2% charge and the Processing Agreement. Mrs. Edens said that she was okay, but she and the Finance Officer and Tax Collector should periodically review to make sure the County isn't overcharging. The County Attorney recommended reviewing this and other fees on an annual basis.

Commissioner Thomas added that, for clarification, the County is setting the fee at 2% across the board to be fair to all customers regardless of payment type, not just to increase the fee.

Motion: Upon motion by Commissioner Hunt and second by Commissioner Wright the Board unanimously approved establishing a 2% service fee for all debit and credit transactions which will be reviewed annually and approved the WorldPay Merchant Processing Agreement.

4. JCPC Funding Recommendations for FY 2020

JCPC Chairperson Ronald Flippin presented the proposed County Funding Plan for JCPC for fiscal year 2019-2020:

HOKE County
NC DPS - Community Programs - County Funding Plan

Available Funds: \$ 1120,519 Local Match: \$ 288,228 Max: DPS

DPS JPCF funds are to be used only in programs approved in budget of NC DPS and administered by authorized officials.

Program Priority	DPS JPCF Funding	LOCAL FUNDING			State Federal	Other Funds	Total	% of Total
		County Fund Match	Fund Code Match	Local to State				
HOKE County JPCF Admin salaries	\$8,192					\$8,192	0.7%	
DPS Youth Group in Schools	\$26,000			\$2,500		\$28,500	2.5%	
HOKE Youth Center	\$16,000	\$10,000		\$2,000		\$28,000	2.5%	
HOKE Youth Center	\$71,000			\$2,000		\$73,000	6.5%	
HOKE Youth Center	\$30,226		\$225	\$2,000		\$32,451	2.9%	
TOTAL	\$131,418	\$10,000	\$225	\$4,500		\$146,143	13.0%	

This report is a summary of the funding plan for the HOKE County JPCF. It does not represent the County's plan for use of these funds in FY 2019-2020.

 Director of Community Programs

 Supervisor, Local Government Services

 Supervisor, Local Government Services

Commissioner Thomas asked Mr. Flippin if the \$50,226 allocation for Teen Court is adequate for the program to operate. Mr. Flippin replied that he didn't have a total cost on the operation of Teen Court, but the expectation is that the applicant, Project Reverso, will need to seek additional funding from other sources.

Chairman Leach added that he is on the JPCF Board and it was important to many on the Board and in the community that the Teen Court program be revived.

Commissioner Hunt asked Mr. Flippin if he knew what the Teen Court budget had been in the past. Mr. Flippin replied that he did not have the information with him but he will provide the information upon request.

Motion: Upon motion by Commissioner Hunt and second by Commissioner Thomas the Board voted unanimously to approve the FY 2019-2020 JPCF County Funding recommendation as presented.

5. Broadband Study – David Richardson, LRCOG

Lumber River Council of Governments Executive Director David Richardson advised the Board that the COG is partnering with UNC-Pembroke to conduct a study of regional broadband demand, the infrastructure currently in place and the need for broadband access in unserved areas. Funding for the study would approximate \$80,000 with \$64,000 in the form of a grant

and \$16,000 as a required local match. If all five of the region counties (Hoke, Bladen, Richmond, Robeson and Scotland) participate, Hoke County's share would be \$2,512.00.

Chairman Leach asked Mr. Richardson if there would be more grant money available to local governments if the study proved a need for improved broadband access. Mr. Richardson replied that there has been discussion of further grant funds for broadband access, but this study lays the groundwork for establishing the need in rural areas.

Motion: Upon motion by Commissioner Wright and second by Commissioner Thomas the Board voted unanimously to provide a letter of commitment supporting the Broadband study and agreeing to pay Hoke County's share, \$2,512.00, of the funding.

6. Raeford to Wagram Rail Trail – Janet Robertson, LRCOG

Ms. Robertson advised the Board that the Lumber River Rural Transportation Planning Organization is pursuing a grant to conduct a feasibility study on a "Rail Trail" on 11 miles of inactive rail line that runs from Raeford to Wagram. Hoke County's local match will be \$643.75.

Chairman Leach asked if the study was favorable would there be further grant dollars available. Ms. Robertson replied that the RPO would seek additional grant funds.

Motion: Upon motion by Commissioner Hunt and second by Commissioner Thomas the Board voted unanimously to provide a letter of commitment supporting the Rail Trail feasibility study and agreeing to pay Hoke County's local match of \$643.75. The motion is contingent upon the participation of the other local governments: Scotland County, City of Raeford and the Town of Wagram.

7. Consideration of Request by Hoke County Schools to reclassify Capital funds – Dr. Freddie Williamson

Dr. Williamson advised the Board that the capital projects funded in the FY 2019 \$1,275,937 allocation to the School System have been completed with a balance remaining of \$59,299.61. The Schools would like to use the remaining funds toward construction of an indoor classroom lab for a Drone Technology course.

Motion: Upon motion by Commissioner Wright and second by Commissioner Thomas the Board voted unanimously to approve the Hoke County Schools' request to use the remaining \$59,299.61 in capital funds toward the construction of the Drone classroom lab.

Commissioner Thomas asked what the size of the building will be and where the building will be located. Dr. Williamson said that the 24' x 60' building will be located near the softball field.

8. Manager's Report

County Manager Letitia Edens proposed to the Board that budget workshops be held the week of June 10-13, 2019. The dates need to be set so the department schedule can be prepared. No conflicts were voiced and the Chairman said those dates would be fine.

Disaster training is being held for department heads this week at Sandhills Community College. Training for elected officials will be held on Thursday, May 23 from 9:00 am – 12:00 pm.

The Manager's Recommended Budget will be available to the Board by June 1, 2019.

9. Closed Session

No Closed Session was held.

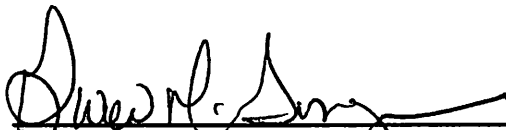
Commissioner Thomas asked to recognize members of the Alpha Kappa Alpha Sorority who were in attendance. AKA is the nation's oldest and largest historically African American sorority. Chairman Leach welcomed the ladies and asked them to stand.

10. Adjourn

There being no further business to come before the Hoke County Board of Commissioners, and upon motion by Commissioner Thomas and second by Commissioner Wright, the Board voted unanimously to adjourn the meeting at 7:30 pm.



James Leach, Chairman



Gwen McGougan, Clerk to the Board

