

Windsor, North Carolina
June 11, 2018
BUDGET PUBLIC HEARING

The Bertie County Board of Commissioners met for their regular meeting today inside the Commissioners Room, 106 Dundee Street, Windsor, NC. The following members were present or absent:

Present: Ronald “Ron” Wesson, District I
 Stewart White, District II
 Tammy A. Lee, District III
 John Trent, District IV
 Ernestine (Byrd) Bazemore, District V

Absent: None

Staff Present: County Manager Scott Sauer
 Clerk to the Board Sarah Tinkham
 Finance Officer William Roberson

Gene Motley of the Roanoke-Chowan News Herald was present from the media.

CALL TO THE ORDER

Chair Bazemore called the meeting to order.

PURPOSE OF THE MEETING

Chair Bazemore then made the following statement:

Good evening ladies and gentlemen, and fellow taxpayers,

Our purpose today is to hold a public hearing on the proposed budget for FY 2018-2019 in accordance with the NC Local Government Budget and Fiscal Control Act.

As you may have read in the newspaper or seen on Facebook, the Board of Commissioners has been actively reviewing, changing, making cuts, and coming to

consensus on the final budget—which has not tax increase, and keeps the tax rate at 83 cents per \$100 valuation.

At this time, we will ask the County Manager to review some of the highlights for the budget as it stands as adjusted during the Board’s work session last week (only if there is an audience to hear the report).

BUDGET HIGHLIGHTS – FY2018-2019 BUDGET

County Manager Sauer discussed some of the highlights of the FY2018-2019 budget. He also briefly summarized the Board’s budget work session on June 5th.

During the budget work session, the Board was faced with a potential 5 cent tax increase. The first item that was addressed in the proposed budget was the budgeted amount of \$0 for Medicaid reimbursement.

After conferring with the Finance Officer, it was deemed plausible to expect at least \$400,000 worth of Medicaid reimbursement, so that line item was adjusted to reflect that new amount.

Next, the Board reviewed each departmental budget making cuts as needed. Some areas impacted included the Bertie County Sheriff’s Office, Communications, and EMS.

With these changes, the potential of tax increase was completely eliminated, and per a recommendation from Commissioner Lee, a 2 percent (2%) cost of living increase for County employees was proposed.

All changes were made to the budget and the updated copy is available for further public inspection as well as for final approval after the conclusion of tonight’s public hearing.

PUBLIC HEARING – FY2018-2019 BUDGET

At this time, Chair Bazemore opened the public hearing for the FY2018-2019 budget per State statute.

Commissioner Lee asked when Medicaid reimbursement is normally received. Finance Officer, William Roberson, stated that the County has just received this fiscal year's reimbursement in May.

The floor was open to public comments.

There was only one member of the public present, and this individual did not provide any public comments. Otherwise, only Commissioners and the pertinent County staff were present.

Chair Bazemore then closed the floor to public comments and ended the FY2018-2019 public hearing.

APPROVAL OF FY2018-2019 BUDGET

At this time, Chair Bazemore called for a motion to approve the FY2018-2019 budget as recently revised with the requested changes.

Vice Chairman Wesson made a **MOTION** to approve the FY2018-2019 budget and to set the tax rate at 83 cents. Commissioner Trent **SECONDED** the motion. The **MOTION PASSED** unanimously.

The approved FY2018-2019 Budget Ordinance and County fees reads as follows:

**BERTIE COUNTY, NORTH CAROLINA
2018-2019 BUDGET ORDINANCE**

AN ORDINANCE ADOPTING THE ANNUAL BUDGET AND SETTING THE TAX RATE FOR THE COUNTY OF BERTIE FOR THE FISCAL YEAR 2018-2019.

WHEREAS, Article 3 of Chapter 159 of the North Carolina General Statutes (NCGS), requires local governments in North Carolina to adopt ordinances establishing an annual budget, in accordance with procedures established in said Article 3, and

WHEREAS, the Bertie County Board of Commissioners, following a public hearing as required by law has considered the proposed annual budget for Bertie County for the 2018-2019 Fiscal Year.

NOW, THEREFORE BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE COUNTY OF BERTIE, NORTH CAROLINA:

SECTION 1. REVENUES: It is estimated that the revenues and Fund Balances of the funds hereafter listed will be available for the fiscal year beginning July 1, 2018, and ending June 30, 2019, to finance the appropriations set forth in SECTION 2 and in accordance with the chart of accounts established for Bertie County:

GENERAL FUND		
Ad Valorem-Prior Years	\$414,257	
Motor Vehicle-Prior Years	\$1,090	
Penalties and Interest	\$100,000	
Sales Tax -1% Pt of Collection	\$340,000	
1/2 Cent Sales Tax Article 40	\$1,046,974	
1/2 Cent Sales Tax Article 42	\$430,000	
Sales Tax Law Change Article 44*524	\$637,000	
Payment in Lieu of Taxes-Federal Land	\$50,000	
Other Taxes	\$65,050	
Unrestricted Intergovernmental	\$500,000	
Restricted Intergovernmental	\$595,487	
Permits & Fees	\$239,650	
Medical Service Fees	\$990,000	
Non-Emergency Transport Fees	\$1,269,000	
Landfill Fees	\$1,759,563	
Sales & Service	\$54,517	
Hospital Lease	\$826,651	
Miscellaneous	\$208,068	
Interest Earned	\$45,000	
Indirect Cost Water Systems	\$229,250	
Transfers from Lottery	\$-	
Transfers from School Capital Reserve	\$2,608,077	
FUND BALANCE APPROPRIATED	\$1,902,304	
AD VALOREM TAXES	\$9,192,017	
MOTOR VEHICLE TAXES	\$1,298,286	
GENERAL FUND REVENUES		\$24,802,241

SOCIAL SERVICES FUND		
State and Federal Assistance	\$3,068,010	
Health Choice	\$4,150	
Transfer from General Fund	\$1,287,101	
SOCIAL SERVICES FUND REVENUES		\$4,359,261
911 WIRE/WIRELESS FUND		
Interest Earned	\$500	
User Charges and Fees	\$189,965	
911 WIRE/WIRELESS FUND REVENUE		\$190,465
CAPITAL SCHOOL RESERVE FUND		
Capital School Reserve	\$2,608,077	
CAPITAL SCHOOL RESERVE FUND		\$2,608,077
REVALUATION FUND		
Transfer from General Fund	\$70,000	
FUND BALANCE APPROPRIATED	\$212,470	
REVALUATION FUND REVENUES		\$282,470
DEBT SERVICE		
Transfer From General Fund-QZAB-School	\$212,181	
Transfer From General Fund-QZAB-Brt High	\$109,461	
Transfer From General Fund-Middle School	\$430,430	
Transfer From General Fund-Health Building	\$45,043	
Transfer From General Fund-DSS-Building	\$241,032	
Transfer From General Fund-Hospital	\$826,651	
Transfer From General Fund-BHS-2012A	\$841,461	
Transfer From General Fund-BHS-2012B	\$351,225	
Transfer From General Fund-USDA Amb.	\$93,366	
DEBT SERVICE FUND REVENUES		\$3,150,850
COUNTY WATER DISTRICTS FUND		
Sale of Water & Fees	\$2,882,300	
COUNTY WATER DISTRICTS REVENUES		\$2,882,300
BERTIE TELEPHONE SYSTEM		
User and Miscellaneous Charges	\$66,000	
BERTIE TELEPHONE SYSTEM REVENUES		\$66,000
REVENUES:		<u>\$38,341,664</u>

SECTION 2. APPROPRIATIONS: The following amounts are hereby appropriated for the operation of Bertie County Government and its departments and agencies for the fiscal year beginning July 1, 2018, and ending June 30, 2019. The Finance Director is authorized to make transfers from one appropriation to another within the same fund, excluding salary line items, which require approval of the County Manager. Amendments/transfers that increase the fund total must have Board approval. Purchase orders and contracts that are not complete and remain as encumbrances outstanding at June 30, 2017, shall be reclassified as “continuing contracts.” As such they shall be disencumbered and immediately re-encumbered against the following year appropriations.

GENERAL FUND

Governing Body	\$275,715
Administration	\$380,769
HR & Risk Management	\$84,843
Finance	\$264,123
Tax	\$638,697
Legal	\$135,000
Court Facilities	\$92,922
Elections	\$157,774
Register of Deeds	\$335,186
Public Buildings & Grounds	\$947,503
Data Center	\$257,477
Sheriff	\$2,899,491
Communications	\$512,837
Emergency Management	\$534,394
Emergency Medical Service	\$2,608,063
Non-Emergency Transport	\$1,083,489
Planning/Building Inspections	\$319,573
Medical Examiner	\$20,000
Animal Control	\$244,361
Solid Waste	\$475,308
Economic Development	\$167,966
Cooperative Extension	\$285,628
Soil Conservation	\$76,226
Health	\$100,400
Veterans Service Office	\$49,531
Council on Aging/Nutrition	\$512,629
Parks & Recreation	\$581,382
Transfers-Social Services	\$1,287,101
Transfers-Revaluation	\$70,000
Transfers-Debt-QZAB	\$212,181
Transfers-Debt-Middle School	\$430,430
Transfers-Debt-DSS	\$241,032
Transfers-Debt-QZAB-Bertie High	\$109,461
Transfers-Debt-Health	\$45,043
Transfers-Debt-Hospital	\$826,651
Transfers-Debt-Bertie High School (2012 A/B)	\$1,192,686
Transfers-Capital School Reserve	\$-
Transfers-USDA Amb.	\$93,366

Appropriations-Other Agencies	\$6,253,003	
Contingency	\$-	
GENERAL FUND APPROPRIATIONS		\$24,802,241
SOCIAL SERVICES FUND		
Social Services	\$4,359,261	
SOCIAL SERVICES FUND APPROPRIATIONS		\$4,359,261
911 WIRE/WIRELESS FUND		
911 Wire/Wireless Fees	\$190,465	
911 WIRE/WIRELESS APPROPRIATIONS		\$190,465
CAPITAL SCHOOL RESERVE FUND		
Capital School Reserve	\$2,608,077	
CAPITAL SCHOOL RESERVE FUND APPROPRIATIONS		\$2,608,077
REVALUATION FUND		
Revaluation	\$282,470	
REVALUATION FUND APPROPRIATIONS		\$282,470
DEBT SERVICE FUND		
Debt Service Payments	\$3,150,850	
DEBT SERVICE FUND APPROPRIATIONS		\$3,150,850
COUNTY WATER DISTRICTS FUND		
System Operations	\$2,882,300	
COUNTY WATER DISTRICTS APPROPRIATIONS		\$2,882,300
BERTIE TELEPHONE SYSTEM		
User and Miscellaneous Charges	\$66,000	
BERTIE TELEPHONE SYSTEM APPROPRIATIONS		\$66,000
EXPENSES:		<u>\$38,341,664</u>

SECTION 3. School Funding

The Bertie County Schools Current Expense Fund appropriation in the amount of \$3,027,671.00 is contained within the General Fund and shall be paid to the Bertie County Schools in twelve (12) equal monthly installments.

The Bertie County Schools Capital Outlay Fund appropriation of \$475,000 is contained within the General Fund and shall be paid to the Bertie County Schools as needed for payment of invoices. The source of funding for school capital outlay in FY 2018-2019 is State Lottery revenue. All unused funds shall transfer to the School Capital Reserve Fund.

SECTION 4. AD VALOREM TAX LEVY: There is hereby levied for the fiscal year 2018-2019 an ad valorem property tax on all property having a situs in Bertie County as listed for taxes as of January 1, 2018 at a rate of eighty-three (83) cents per one hundred (100) dollars assessed value of such property pursuant to and in accordance with the Machinery Act of Chapter 105 of the North Carolina General Statutes and other applicable laws.

The estimated ad valorem property tax set out in SECTION 1 of this ordinance is based on an estimated property value of \$1,321,922,163 (\$1,163,922,163 for real and personal property and public utilities, and \$158,000,000 for motor vehicles) and an estimated collection rate equal to the audited FY2016-2017 collection rates of 95.15% for real/personal property and public utilities and 99.99% for motor vehicles.

SECTION 5. SCHEDULE OF FEES – The Annual Fee Schedule, which is attached to this ordinance, sets all fees authorized to be charged by the County for County goods, services or other functions provided by County personnel, equipment, including consultation and other such activities; and, is hereby approved.

SECTION 6. LEVY OF PRIVILEGE LICENSES AND OTHER TAXES: There is hereby levied all County Privilege Licenses and Taxes, and fees as provided in the ordinances and resolutions duly adopted by the Board of Commissioners of Bertie County.

SECTION 7. DISTRIBUTION: Copies of this Budget Ordinance shall be furnished to the Finance Director, County Manager, Board of Education and Tax Assessor for direction in the carrying out of their duties.

SECTION 8. SPECIAL INSTRUCTIONS:

The Board of Commissioners has also approved the following:


- 401K – 3.0% contribution for supplemental retirement for non-law enforcement employees
- \$200 health savings account
- The County Manager and Finance Officer are hereby instructed to provide for the establishment of an irrevocable trust fund for OPEB obligations, both current and future. Each year beginning July 1, 2016 and for all future years, the budget ordinance shall provide for a monthly allocation of \$100 per position which shall be deposited in the OPEB trust.
- Employees hired after July 1, 2016 will no longer be eligible for retiree health insurance benefits.
- 2.0% cost of living adjustment for employees effective July 1, 2017. This salary adjustment is exclusive of qualifying probationary employees. Furthermore, the cost of living adjustment will not change the classification grades or the pay scale in order to address compression of salaries for current employees.


SECTION 9. EFFECTIVE DATE

That this ordinance shall be in full force and effect on July 1, 2018.

Adopted this the 11th day of June, 2018:


Ernestine Bazemore, Chair


Sarah S. Tinkham, Clerk to the Board


William Roberson, Finance Director

COUNTY DEPARTMENT FEE SCHEDULES

ALL DEPARTMENTS impose a \$25.00 returned check fee.

BERTIE COUNTY PLANNING & INSPECTIONS FEE SCHEDULE EFFECTIVE JULY 1, 2014

Residential Permits

	\$ per sq foot/Other	Minimum	
Construction	\$0.20	\$ 40.00	
Construction (Other*)	\$0.10	\$ 30.00	* Unheated area or accessory structure
			SW DW TW
	\$50/MH Recycling		
Manufactured Home	AMH	\$ 100.00	\$125 \$150
Modular (On-frame)	\$0.20	\$ 40.00	(includes design, elec., plumb, mech)
Modular (Off-frame)	\$0.20	\$ 40.00	
Electrical (0-200 AMP)	n/a	\$ 50.00	
(Each additional 200 AMP)	n/a	\$ 10.00	
Elec (Temp Service)	n/a	\$ 50.00	
	\$5 per additional fixture **	\$ 40.00	**Minimum rate includes 1 full kitchen & 1 full bath
Plumbing	n/a	\$ 40.00	
Mechanical	n/a	\$ 40.00	
Insulation	n/a	\$ 40.00	
Reinspection	n/a	\$ 40.00	Must be paid before reinspection
Solar Power (Residential Panels)	\$75 per panel	\$ 50.00	Elec. Permit required for amperage

Commercial Permits

	\$ per sq foot	Minimum	
Construction	\$0.25	\$ 50.00	
Electrical	\$0.15	\$ 50.00	
(Each additional 200 AMP)	n/a	\$ 10.00	
Elec (Temp Service)	n/a	\$ 50.00	
	\$5 per additional fixture **	\$ 50.00	**Minimum rate includes 1 full kitchen & 1 full bath
Plumbing	n/a	\$ 50.00	
Mechanical	n/a	\$ 50.00	
Insulation	n/a	\$ 50.00	
Reinspection	n/a	\$ 40.00	Must be paid before reinspection

Communication Towers

Tower	n/a	\$1,000
Tower Building	\$0.25	\$50.00
Colocations	n/a	\$250.00

Solar Farms \$0.35 per panel \$1,000.00 Electrical permits also required

Flat Rate Fees

Open Sheds, Piers, Gazebos	\$40.00
Moving (Structures, Houses)	\$40.00
Demolition (No Change)	\$25.00
Structural Inspection for CO	\$50.00

(Bldg & Fire for reopenings of businesses & home daycares)

Fire Inspections	\$50.00
Gas Installation	\$40.00

Planning Fees

Minor Subdivisions	\$50 per lot	
Major Preliminary	\$200 + \$5 per lot	
Major Final (No Change)	\$25 per lot	
PUD Master Plans	\$1,200 (up to 1,000 units)	(Add \$5 per unit over 1,000)
PUD Preliminary	\$200 + \$5 per lot	
PUD Final (No Change)	\$5 per unit & \$25 per SF lot	

BERTIE COUNTY EMERGENCY SERVICES EFFECTIVE JULY 1, 2014

Level of Service	HCPCS Code	Price
ALS 1 Emergency	A0427	\$600.00
ALS Non-Emergency	A0426	\$400.00
ALS Level 2 Emergency	A0433	\$800.00
BLS Emergency	A0429	\$500.00
BLS Non-Emergency	A0428	\$400.00
Specialty Care Transport	A0434	\$900.00
Mileage	A0425	\$13.00

BERTIE COUNTY BOARD OF ELECTIONS FEES EFFECTIVE JULY 1, 2014

Item	Price
Voter Registration List (Complete or Partial)	\$0.05 per page
Electronic Copies on CD	\$15.00
Email	FREE

BERTIE COUNTY RECREATION DEPARTMENT FEES EFFECTIVE JULY 1, 2014

Ball Fields (as is)	\$25.00 deposit
Lights (additional charge)	\$15.00 an hour
Ball Fields (dressed)	\$10.00 additional fee

Field Rentals by the hour:

	1 Hour
Resident	\$10.00
Non-Resident	\$18.00
	6 Hours
Resident	\$50.00
Non-Resident	\$58.00

12 Hours	
Resident	\$80.00
Non-Resident	\$100.00

Weekend	
Resident	\$150.00
Non-Resident	\$220.00

Other Fees:	
Youth Sports Registration	\$20.00 per child
Adult Sports Registration	\$250.00 per team
Concession Revenue	10% of profit
Senior Registration	\$35 per quarter ages 55-59
Copies (Admin. Office)	\$0.10 a page
Uniform purchases	\$12.00-\$15.00
Shin Guards	\$5.00
Uniform Late Fee	\$2.00-\$15.00
Complex Rental	See attached

BERTIE COUNTY TAX MAPPING FEES EFFECTIVE JULY 1, 2014

GIS maps	
8 1/2 X 11 (Letter Size)	\$2.00
8 1/2 X 14 (Legal Size)	\$3.00
11 X 17	\$5.00
13 X 19	\$8.00
34 X 44	\$15.00
Specialty Maps start at	\$25.00

Scanned Plot or Blueprints	
22 X 34	\$5.00
34 x 44	\$8.00

Other Fees:	
911 County Map	\$2.00
Print Picture of House	\$0.50
Print Screen	\$0.10
Property Record Card	\$1.00
911 Road Book Copy	\$4.00

BERTIE COUNTY REGISTER OF DEEDS FEES EFFECTIVE JULY 1, 2014

Uncertified copies

Birth	\$0.20
Death	\$0.20
Marriage	\$0.20
Combined Real Property	\$0.20
Miscellaneous Fees	\$0.20
Pin-Copy Deposits	\$0.20
(attorneys, surveyors, tax, DSS)	

Other Fees:

Black and White copies	\$0.10
Color copies	\$0.50
CD/DVD/DVD-R	\$1.00

Agreement for Use of Senior Center Gym

The following rules will apply when using the Senior Center:

1. Arrangements will be made with the Senior Center staff regarding set up times.
2. Maximum occupancy of the gym is 370 persons. Exceeding this limit is unlawful.
3. Extension cords must meet existing fire codes.
4. No scotch tape or nails will be used on the walls. Masking tape use only.
5. **DO NOT** drag tables or chairs across floor.
6. If any problems are noted with building (i.e., heating, ac, plumbing, etc), please report these to maintenance At (252) 724-1685 as soon as possible.
7. If Senior Center chairs are used, please restack them in a neat and orderly manner, 10 chairs to a stack and on the chair dolly. If Senior Center tables are used, please place them on the table truck and return to the closet. Please note exceptions in agreement # 15.
8. If food is served, please be sure tables and floors are clean.
9. Alcoholic beverages and smoking are not allowed and are strictly prohibited.
10. The stage floor is easily marked. Please be sure floor is clean.
11. When leaving the building, be sure the heat is set on 70 or the air conditioning is set on 74, based on the season.
12. The Senior Center gym must be clean by 8:30 am on the following working day, unless prior arrangements have been made with the Senior Center Director. If the gym is not clean there will be a minimum \$50.00 additional charge for cleaning.
13. User is responsible and will be charged for any damages done to building or furnishings.
14. The key will be returned the following working day.
15. When vacating the Senior Center, the following order of chairs and tables must be maintained. One table should be placed by the water cooler and 2 tables by the stairs on each side wall. Put all brown chairs on dolly with brown chairs and all gold chairs with gold chairs. Place gold chairs in closet and brown chairs on the same side wall as the water cooler. Please **DO NOT** cover air vents.
16. **DO NOT** put hot items directly on tables. Use hot pads, towels, etc. for hot items.

I agree to abide by the above rules, and if they are not met, will be prepared to pay for the damages. Failure to abide by these rules not only can result in loss of organization's privilege to rent the Senior Center.

Date

Signature

Date Gym will be used

Organization

Bertie County Senior Center Use Policies

The Bertie County Senior Center was developed for the use of Bertie County Senior Citizens.

The Senior Center Gym can be used by the following organizations (by priority) after arrangements have been made with the Council on Aging Staff.

Bertie County Senior Citizens (no charge)
Bertie County Government Agencies (no charge)
N.C. State Agencies (no charge)
County/State Educational Institutions (no charge)
Non Profit Organizations and Businesses may rent the Senior Center for \$100.00 a day

Religious services are not allowed as this property is governmental property.

Alcoholic beverages and smoking are not allowed and are strictly prohibited.

Admission will only be allowed to cover the direct cost of programs.

Anyone requesting the use of the Senior Center must sign and abide by the "Agreement for use of the Senior Center Gym."

Failure to abide by the "Agreement for use of the Senior Center Guidelines" can result in loss of organization's privileges to rent the Senior Center.

Revised October 2013

ADJOURN

Chair Bazemore **ADJOURNED** the meeting at 7:05 PM.

Ernestine Bazemore, Chair

Sarah S. Tinkham, Clerk to the Board