

**BERTIE COUNTY, NORTH CAROLINA
2014-2015 BUDGET ORDINANCE**

AN ORDINANCE ADOPTING THE ANNUAL BUDGET AND SETTING THE TAX RATE FOR THE COUNTY OF BERTIE FOR THE FISCAL YEAR 2014-2015.

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 2014-2015 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, 2014, and ending June 30, 2015, 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	\$	152,500	
Motor Vehicle-Prior Years	\$	110,100	
Motor Vehicle-2013 Year	\$	54,000	
Penalties and Interest	\$	95,000	
Sales Tax -1% Pt of Collection	\$	325,000	
1/2 Cent Sales Tax Article 40	\$	825,000	
1/2 Cent Sales Tax Article 42	\$	350,000	
Payment in Lieu of Taxes-Federal Land	\$	28,000	
Other Taxes	\$	55,300	
Unrestricted Intergovernmental	\$	102,000	
Restricted Intergovernmental	\$	731,079	
Permits & Fees	\$	275,350	
Medical Service Fees	\$	1,350,396	
Non-Emergency Transport Fees	\$	1,244,175	
Landfill Fees	\$	1,665,000	
Sales & Service	\$	71,501	
Miscellaneous	\$	184,300	
Interest Earned	\$	20,000	
Indirect Cost Water Systems	\$	135,000	
Transfers from Lottery	\$	316,409	
Transfers from School Capital Reserve	\$	1,505,485	
FUND BALANCE APPROPRIATED	\$	574,527	
AD VALOREM TAXES	\$	8,711,777	
MOTOR VEHICLE TAXES	\$	947,520	
GENERAL FUND REVENUES		<u>\$</u>	<u>19,829,419</u>
SOCIAL SERVICES FUND			
State and Federal Assistance	\$	3,547,772	
Transfer from General Fund	\$	1,325,150	

SOCIAL SERVICES FUND REVENUES		<u>\$ 4,872,922</u>
911 WIRE/WIRELESS FUND		
Interest Earned	\$ 500	
User Charges and Fees	\$ 120,560	
FUND BALANCE APPROPRIATED	\$ 99,588	
911 WIRE/WIRELESS FUND REVENUE		<u>\$ 220,648</u>
LOTTERY FUND		
Lottery Proceeds	\$ 510,000	
LOTTERY FUNDL		<u>\$ 510,000</u>
CAPITAL SCHOOL RESERVE FUND		
Capital School Reserve	\$ 1,505,485	
CAPITAL SCHOOL RESERVE FUND		<u>\$ 1,505,485</u>
REVALUATION FUND		
Transfer from General Fund	\$ 50,000	
REVALUATION FUND REVENUES		<u>\$ 50,000</u>
DEBT SERVICE		
Transfer From General Fund-QZAB-School	\$ 212,181	
Transfer From Gen Fund-QZAB-Brt High	\$ 109,461	
Transfer From Gen Fund-Middle School	\$ 484,510	
Transfer From Gen Fund-Health Building	\$ 76,685	
Transfer From General Fund-DSS-Building	\$ 262,064	
Transfer From General Fund-BHS-2012A	\$ 841,461	
Transfer From General Fund-BHS-2012B	\$ 359,175	
DEBT SERVICE FUND REVENUES		<u>\$ 2,345,537</u>
COUNTY WATER DISTRICTS FUND		
Sale of Water & Fees-District I	\$ 385,200	
Sale of Water & Fees-District II	\$ 811,326	
Sale of Water & Fees-District III	\$ 550,288	
Sale of Water & Fees-District IV	\$ 491,200	
COUNTY WATER DISTRICTS REVENUES		<u>\$ 2,238,014</u>
BERTIE TELEPHONE SYSTEM		
User and Miscellaneous Charges	\$ 70,000	
BERTIE TELEPHONE SYSTEM REVENUES		<u>\$ 70,000</u>
TOTAL REVENUES		<u>\$ 31,642,025</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, 2014, and ending June 30, 2015. 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, 2014, 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	\$	196,718	
Administration	\$	231,173	
Finance	\$	297,525	
Tax	\$	670,507	
Legal	\$	135,000	
Court Facilities	\$	85,372	
Elections	\$	142,655	
Register of Deeds	\$	294,339	
Public Buildings & Grounds	\$	534,761	
Data Center	\$	210,077	
Sheriff	\$	2,536,933	
Communications	\$	459,739	
Emergency Management	\$	384,730	
Emergency Medical Service	\$	1,854,561	
Non-Emergency Transport	\$	701,457	
Planning/Building Inspections	\$	322,050	
Litter Enforcement/Animal Control	\$	118,777	
Solid Waste	\$	526,180	
Economic Development	\$	200,000	
Cooperative Extension	\$	183,772	
Soil Conservation	\$	71,019	
Health	\$	97,200	
Veterans Service Office	\$	26,092	
Council on Aging/Nutrition	\$	492,448	
Parks & Recreation	\$	224,890	
Transfers-Social Services	\$	1,325,150	
Transfers-Revaluation	\$	50,000	
Transfers-Debt-QZAB	\$	212,181	
Transfers-Debt-Middle School	\$	484,510	
Transfers-Debt-DSS	\$	262,064	
Transfers-Debt-QZAB-Bertie High	\$	109,461	
Transfers-Debt-Health	\$	76,685	
Transfers-Debt-Bertie High (New)	\$	1,200,636	
Transfers-Capital School Reserve	\$	285,000	
Appropriations-Other Agencies	\$	4,825,757	
GENERAL FUND APPROPRIATIONS			\$ 19,829,419
SOCIAL SERVICES FUND			
Social Services	\$	4,872,922	
SOCIAL SERVICES FUND APPROPRIATIONS			\$ 4,872,922

911 WIRE/WIRELESS FUND		
911 Wire/Wireless Fees	\$	220,648
911 WIRE/WIRELESS APPROPRIATIONS		<u>\$ 220,648</u>
LOTTERY		
Lottery Proceeds	\$	510,000
LOTTERY FUND APPROPRIATIONS		<u>\$ 510,000</u>
CAPITAL SCHOOL RESERVE FUND		
Capital School Reserve	\$	1,505,485
CAPITAL SCHOOL RESERVE FUND APPROPRIATIONS		<u>\$ 1,505,485</u>
REVALUATION FUND		
Revaluation	\$	50,000
REVALUATION FUND APPROPRIATIONS		<u>\$ 50,000</u>
DEBT SERVICE FUND		
Debt Service Payments	\$	2,345,537
DEBT SERVICE FUND APPROPRIATIONS		<u>\$ 2,345,537</u>
COUNTY WATER DISTRICTS FUND		
System Operations-District I	\$	385,200
System Operations-District II	\$	811,326
System Operations-District III	\$	550,288
System Operations-District IV	\$	491,200
COUNTY WATER DISTRICTS APPROPRIATIONS		<u>\$ 2,238,014</u>
BERTIE TELEPHONE SYSTEM		
User and Miscellaneous Charges	\$	70,000
BERTIE TELEPHONE SYSTEM APPROPRIATIONS		<u>\$ 70,000</u>
TOTAL APPROPRIATIONS		<u>\$ 31,642,025</u>

SECTION 3. School Funding

The Bertie County Schools Current Expense Fund appropriation in the amount of \$2,503,000.00 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 \$316,409.00 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 FY2014-2015 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 2014-2015 an ad valorem property tax on all property having a situs in Bertie County as listed for taxes as of January 1, 2014 at a rate of eighty four (84) 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 \$1,283,109,341.00 (\$1,163,109,341.00 for real and personal property and public utilities, and \$120,000,000.00 for motor vehicles) and an estimated collection rate of 95.0% for real and personal property and 96.0% for motor vehicles. The collection rate for the audited FY 2012-2013 collection rates of 98.0% for real and personal property and public utilities and 76.0% for motor vehicles. For purposes of estimating next year's property tax revenues, this proposed budget assumes a collection rate of 95% for real and personal property and 96.0% for motor vehicles. The increase in motor vehicles collection rate is estimated to increase due to converting to the State of North Carolina, Department of Motor Vehicles collecting the current year motor vehicle property tax at the time of license plate purchase.

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.

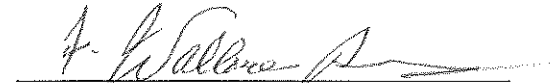
SECTION 8. SPECIAL INSTRUCTIONS: Filling budgeted vacancies for FY 2014-2015 will be jointly approved by the County Manager and the Department Head. If disagreement occurs between the County Manager and Department Head, appeal may be made to the Board of Commissioners. Vacancies may be filled by allowing credit during salary negotiations for experience with local government employment or previous professional experience.

Effective July 1, 2014 the Board of Commissioners is granting a four percent (4%) market based salary adjustment for employees hired before June 30, 2013. This salary increase is not a cost-of-living-adjustment (COLA) and will not impact the salary pay plan, and hiring rates will not be adjusted. Employees hired after June 30, 2013 will be treated according to the County's Personnel Policy, and otherwise will not receive the four percent market based salary adjustment. Specifically, all Emergency Services related personnel are excluded from this salary change.


SECTION 9. EFFECTIVE DATE

That this ordinance shall be in full force and effect on July 1, 2014.

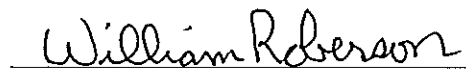
Adopted this the 26th day of June, 2014:



J. Wallace Perry, Chairman



Sarah S. Tinkham, Clerk to the Board



William Roberson, Finance Director

BERTIE COUNTY PLANNING & INSPECTIONS FEE SCHEDULE 2014-2015

Residential

	\$ per sq foot/Other	Minimum	
Construction	\$0.20	\$ 40.00	
Construction (Other*)	\$0.10	\$ 30.00	* Unheated area or accessory structure
			SW DW TW
Manufactured Home	\$50/MH Recycling AMH	\$ 100.00	\$125 \$150 (includes setup, elec., plumb, mech)
Modular (On-frame)	\$0.20	\$ 40.00	
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	
Plumbing	\$5 per additional fixture **	\$ 40.00	**Minimum rate includes 1 full kitchen & 1 full bath
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

	\$ 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	
Plumbing	\$5 per additional fixture **	\$ 50.00	**Minimum rate includes 1 full kitchen & 1 full bath
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
(Bidg & 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 <i>(No Change)</i>	\$25 per lot	
		(Add \$5 per unit over 1,000)
PUD Master Plans	\$1,200 (up to 1,000 units)	
PUD Preliminary	\$200 + \$5 per lot	
PUD Final <i>(No Change)</i>	\$5 per unit & \$25 per SF lot	

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

210 W. Watson Street
Post Office Box 312
Windsor, North Carolina 27983

VOTER RECORDS INFORMATION REQUEST FORM
NCGS 163-82.10

I, _____, hereby request the following voter record details:
(Please be specific)

___ Computer Printout: Voter Registration List – Complete list or Partial List: 5 cents per page

___ Electronic Copies: CD: \$ 15.00

___ E-mail (FREE) Provide e-mail address: _____

___ Voter Registration/History Statistics
Election Date Requested: _____

Total Amount due: \$ _____ Paid by: Cash ___ Money Order ___ Check # _____

PAYMENT IS DUE WHEN REQUEST IS SUBMITTED.

Please make your check or money order payable to the Bertie County Board of Elections.

Signature of requester: _____

Date of Request: _____

If information is to be mailed provide mailing address:

Mailing: _____ City, State, Zip _____

If there are questions, we can be contacted by:

Telephone: 252-794-5306

Fax: 252-794-5368

e-mail: sheila.holloman@bertie.nc.gov

Please submit this request form by mail to the Bertie County Board of Elections, PO Box 312, Windsor, NC 27983.

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 privilege to rent the Senior Center.

Bertie County Recreation Department

Rental Fees and Charges

*Rental time requested should include time to set up and clean up
No set up or clean up is provided for rentals at Bertie County Recreation Complex*

		Ball Fields (As Is)		
		\$25 Deposit		
		Lights are an additional \$15/hour		
	<u>Hour</u>	<u>6 Hours</u>	<u>12 Hours</u>	<u>Weekend</u>
Res.	\$10.00	\$50.00	\$80.00	\$150.00
Non Res.	\$18.00	\$58.00	\$100.00	\$225.00

Ball Fields (Dressed) Additional \$10.00 fee

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 10 cent a page
Uniform purchases \$12-\$15
Shin Guards \$5
Uniform late fee \$2-\$15
Complex rental -see attached

PRINTING CHARGES

GIS MAPS

8 1/2 X 11 (LETTER SIZE)	\$ 2.00
8 1/2 X 14 (LEGAL)	\$ 3.00
11 X 17	\$ 5.00
13 X 19	\$ 8.00
34 X 44	\$ 15.00
SPECIALTY MAPS START AT	\$ 25.00

SCANNED PLAT OR BLUEPRINTS

22 x 34	\$ 5.00
34 x 44	\$ 8.00
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

Register of Deeds

Uncertified copies are \$0.20 each for the following documents:

- Birth copies
 - Death copies
 - Marriage copies
 - Combined Real Property copies
 - Miscellaneous fees (fax, laminations, maps, discharge)
 - Pin-copy Deposits (attorneys, surveyors, tax, & DSS)
-

All other County Department charges:

- \$0.10 per page for black and white copies
- \$0.50 per page for color copies
- \$1.00 for CD/DVD/DVD-R

****NOTICE: A fee of \$25.00 will be charged for all returned checks.****

	B	C
1	FY2014/2015 Water Rates	
2		
3	Flat Residential Rate	\$15.53
4	Each 1000 gals	\$4.50
5	Flat Commercial Rate	\$27.00
6	Each 1000 gals	\$4.75
7	2" Commercial Meter	\$117.35
8	Each 1000 gals	\$4.75
9	Flat Municipal Rate	\$15.53
10	Each 1000 gals	\$4.50
11	Flat Industrial Rate	\$469.40
12	Each 1000 gals	\$4.75
13	Flat Institution Rate	\$5,301.66
14	Each 1000 gals	\$6.55
15	South Windsor Residential Rate	
16	3000 gals	\$20.00
17	Each 1000 gals up to 5000 gals	\$5.00
18	Over 5000 gals/each 1000 gals	\$3.00
19	South Windsor Commercial	
20	3000 gals	\$25.00
21	Each 1000 gals up to 5000 gals	\$5.00
22	Over 5000 gals/each 1000 gals	\$3.00
23		
24	Reconnect Fee	\$25.00
25	Connection Fee	\$50.00
26	3/4" Meter Deposit	\$50.00
27	1" Meter Deposit	\$75.00
28	2" Meter Deposit	\$100.00
29	3/4" Meter Tap on fee	\$1,000.00
30	1" Meter Tap on fee	\$1,200.00
31	2" Meter Tap on fee	\$2,500.00
32	4" Meter Tap on fee	\$4,000.00
33	6" Meter Tap on fee	\$6,000.00
34	8" Meter Tap on fee	\$8,000.00
35	10" Meter Tap on fee	\$12,000.00
36	12" Meter Tap on fee	\$15,000.00