

**BERTIE COUNTY, NORTH CAROLINA  
2017-2018 BUDGET ORDINANCE**

AN ORDINANCE ADOPTING THE ANNUAL BUDGET AND SETTING THE TAX RATE FOR THE COUNTY OF BERTIE FOR THE FISCAL YEAR 2017-2018.

**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 2017-2018 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, 2017, and ending June 30, 2018, to finance the appropriations set forth in SECTION 2 and in accordance with the chart of accounts established for Bertie County:

<b>GENERAL FUND</b>	
Ad Valorem-Prior Years	\$463,100
Motor Vehicle-Prior Years	\$1,800
Penalties and Interest	\$120,000
Sales Tax -1% Pt of Collection	\$335,000
1/2 Cent Sales Tax Article 40	\$1,043,906
1/2 Cent Sales Tax Article 42	\$429,341
Sales Tax Law Change Article 44*524	\$606,565
Payment in Lieu of Taxes-Federal Land	\$50,000
Other Taxes	\$55,100
Unrestricted Intergovernmental	\$100,200
Restricted Intergovernmental	\$572,713
Permits & Fees	\$254,800
Medical Service Fees	\$854,000
Non-Emergency Transport Fees	\$1,239,000
Landfill Fees	\$1,759,563
Sales & Service	\$57,969
Hospital Lease	\$826,651
Miscellaneous	\$193,068
Interest Earned	\$20,000
Indirect Cost Water Systems	\$244,778
Transfers from Lottery	\$-
Transfers from School Capital Reserve	\$2,511,647
<b>FUND BALANCE APPROPRIATED</b>	<b>\$1,627,304</b>
<b>AD VALOREM TAXES</b>	<b>\$9,248,053</b>
<b>MOTOR VEHICLE TAXES</b>	<b>\$1,298,286</b>
<b>GENERAL FUND REVENUES</b>	<b>\$23,912,844</b>

<b>SOCIAL SERVICES FUND</b>		
State and Federal Assistance	\$3,313,848	
Health Choice	\$3,090	
Transfer from General Fund	\$1,267,283	
<b>SOCIAL SERVICES FUND REVENUES</b>		<b>\$4,584,221</b>
<b>911 WIRE/WIRELESS FUND</b>		
Interest Earned	\$500	
User Charges and Fees	\$174,541	
<b>911 WIRE/WIRELESS FUND REVENUE</b>		<b>\$175,041</b>
<b>CAPITAL SCHOOL RESERVE FUND</b>		
Capital School Reserve	\$2,511,647	
<b>CAPITAL SCHOOL RESERVE FUND</b>		<b>\$2,511,647</b>
<b>REVALUATION FUND</b>		
Transfer from General Fund	\$65,000	
<b>REVALUATION FUND REVENUES</b>		<b>\$65,000</b>
<b>DEBT SERVICE</b>		
Transfer From General Fund-QZAB-School	\$212,181	
Transfer From General Fund-QZAB-Brt High	\$109,461	
Transfer From General Fund-Middle School	\$443,950	
Transfer From General Fund-Health Building	\$69,545	
Transfer From General Fund-DSS-Building	\$246,290	
Transfer From General Fund-Hospital	\$826,651	
Transfer From General Fund-BHS-2012A	\$841,461	
Transfer From General Fund-BHS-2012B	\$342,075	
Transfer From General Fund-USDA Amb.	\$64,821	
<b>DEBT SERVICE FUND REVENUES</b>		<b>\$3,156,435</b>
<b>COUNTY WATER DISTRICTS FUND</b>		
Sale of Water & Fees	\$2,823,800	
<b>COUNTY WATER DISTRICTS REVENUES</b>		<b>\$2,823,800</b>
<b>BERTIE TELEPHONE SYSTEM</b>		
User and Miscellaneous Charges	\$72,000	
<b>BERTIE TELEPHONE SYSTEM REVENUES</b>		<b>\$72,000</b>
<b>REVENUES:</b>		<b><u>\$37,300,988</u></b>

**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, 2017, and ending June 30, 2018. 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, 2016, 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	\$233,921
Administration	\$251,312
HR & Risk Management	\$82,863
Finance	\$266,301
Tax	\$604,903
Legal	\$135,000
Court Facilities	\$241,872
Elections	\$197,095
Register of Deeds	\$318,036
Public Buildings & Grounds	\$796,292
Data Center	\$248,304
Sheriff	\$2,798,726
Communications	\$459,012
Emergency Management	\$542,513
Emergency Medical Service	\$2,516,307
Non-Emergency Transport	\$1,000,344
Planning/Building Inspections	\$317,628
Medical Examiner	\$25,000
Animal Control	\$190,071
Solid Waste	\$474,308
Economic Development	\$171,490
Cooperative Extension	\$271,442
Soil Conservation	\$80,284
Health	\$98,000
Veterans Service Office	\$54,114
Council on Aging/Nutrition	\$486,576
Parks & Recreation	\$313,558
Transfers-Social Services	\$1,267,283
Transfers-Revaluation	\$65,000
Transfers-Debt-QZAB	\$212,181
Transfers-Debt-Middle School	\$443,950
Transfers-Debt-DSS	\$246,290
Transfers-Debt-QZAB-Bertie High	\$109,461
Transfers-Debt-Health	\$69,545
Transfers-Debt-Hospital	\$826,651
Transfers-Debt-Bertie High School (2012 A/B)	\$1,183,536
Transfers-Capital School Reserve	\$75,000
Transfers-USDA Amb.	\$64,821

Appropriations-Other Agencies	\$6,138,854	
Contingency	\$35,000	
<b>GENERAL FUND APPROPRIATIONS</b>		<b>\$23,912,844</b>
<b>SOCIAL SERVICES FUND</b>		
Social Services	\$4,584,221	
<b>SOCIAL SERVICES FUND APPROPRIATIONS</b>		<b>\$4,584,221</b>
<b>911 WIRE/WIRELESS FUND</b>		
911 Wire/Wireless Fees	\$175,041	
<b>911 WIRE/WIRELESS APPROPRIATIONS</b>		<b>\$175,041</b>
<b>CAPITAL SCHOOL RESERVE FUND</b>		
Capital School Reserve	\$2,511,647	
<b>CAPITAL SCHOOL RESERVE FUND APPROPRIATIONS</b>		<b>\$2,511,647</b>
<b>REVALUATION FUND</b>		
Revaluation	\$65,000	
<b>REVALUATION FUND APPROPRIATIONS</b>		<b>\$65,000</b>
<b>DEBT SERVICE FUND</b>		
Debt Service Payments	\$3,156,435	
<b>DEBT SERVICE FUND APPROPRIATIONS</b>		<b>\$3,156,435</b>
<b>COUNTY WATER DISTRICTS FUND</b>		
System Operations	\$2,823,800	
<b>COUNTY WATER DISTRICTS APPROPRIATIONS</b>		<b>\$2,823,800</b>
<b>BERTIE TELEPHONE SYSTEM</b>		
User and Miscellaneous Charges	\$72,000	
<b>BERTIE TELEPHONE SYSTEM APPROPRIATIONS</b>		<b>\$72,000</b>
	<b>EXPENSES:</b>	<b><u>\$37,300,988</u></b>

### **SECTION 3. School Funding**

The Bertie County Schools Current Expense Fund appropriation in the amount of \$3,003,000.00 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 \$375,000 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 2017-2018 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 2017-2018 an ad valorem property tax on all property having a situs in Bertie County as listed for taxes as of January 1, 2017 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 \$1,312,933,864 (\$1,157,933,864 for real and personal property and public utilities, and \$155,000,000 for motor vehicles) and an estimated collection rate equal to the audited FY2015-2016 collection rates of 95.38% for real/personal property and public utilities and 99.51% 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.
- 3.0% 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, 2017.

Adopted this the 12<sup>th</sup> day of June, 2017:

  
John Trent, Chairman

  
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	
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		
Plumbing	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 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		
Plumbing	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

(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

(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 (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**

<b>Resident</b>	<b>\$80.00</b>
<b>Non-Resident</b>	<b>\$100.00</b>

**Weekend**

<b>Resident</b>	<b>\$150.00</b>
<b>Non-Resident</b>	<b>\$220.00</b>

**Other Fees:**

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

**BERTIE COUNTY TAX MAPPING FEES EFFECTIVE JULY 1, 2014****GIS maps**

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

**Scanned Plot or Blueprints**

<b>22 X 34</b>	<b>\$5.00</b>
<b>34 x 44</b>	<b>\$8.00</b>

**Other Fees:**

<b>911 County Map</b>	<b>\$2.00</b>
<b>Print Picture of House</b>	<b>\$0.50</b>
<b>Print Screen</b>	<b>\$0.10</b>
<b>Property Record Card</b>	<b>\$1.00</b>
<b>911 Road Book Copy</b>	<b>\$4.00</b>



**BERTIE COUNTY REGISTER OF DEEDS FEES EFFECTIVE JULY 1, 2014**

**Uncertified copies**

<b>Birth</b>	<b>\$0.20</b>
<b>Death</b>	<b>\$0.20</b>
<b>Marriage</b>	<b>\$0.20</b>
<b>Combined Real Property</b>	<b>\$0.20</b>
<b>Miscellaneous Fees</b>	<b>\$0.20</b>
<b>Pin-Copy Deposits</b>	<b>\$0.20</b>

(attorneys, surveyors, tax, DSS)

**Other Fees:**

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

## 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.**