

March 5, 2012

The Washington County Board of Commissioners met in a regular session on Monday, March 5, 2012 at 6:00 PM in the County Commissioners' Room, 116 Adams Street, Plymouth, NC. Commissioners Alexander, Johnson, McCray, Manning and Sexton were present. Also present were County Manager David L. Peoples, Clerk to the Board Julie J. Bennett, Assistant County Manager/County Attorney Cheryl Young and Finance Officer Frank Milazi.

Chair Manning called for a motion to adjourn the February 6, 2012 meeting. Commissioner McCray made a motion to adjourn the February 6, 2012 meeting. Commissioner Johnson seconded, motion carried unanimously.

Chair Manning called the meeting to order. Commissioner Manning gave the invocation; local Girl Scouts led the pledge of allegiance.

Chair Manning called for a motion to accept the recommendation by the Democratic Party for Bill Sexton to fill the term of Woody Collins until the next general election. Commissioner Alexander made a motion to accept the recommendation by the Democratic Party for Bill Sexton to fill the term of Woody Collins until the next general election. Commissioner McCray seconded; motion carried unanimously.

Ms. Bennett swore in Mr. Sexton.

Chair Manning welcomed Commissioner Sexton to the Board.

ADDITIONS/DELETIONS: None.

CONSENT AGENDA: Commissioner Johnson made a motion to approve the Consent Agenda as presented:

Consent Agenda

- a) Approval of Minutes
- b) Tax Refunds & Releases and Insolvent Accounts
- c) NC Education Lottery Public School Building Capital Fund—
Replace Old Dugouts with New Ones—Creswell High School—
\$10,000
- d) Proclamation: Girl Scout Week March 11-17, 2012

Commissioner Sexton seconded, motion carried unanimously.

Mr. McCray asked for an explanation of the Tax Refunds & Releases and Insolvent Accounts reports that are usually in each Consent Agenda. Mr. Peoples explained that the Tax Refund portion of the report shows where a resident no longer owns personal property and receives a tax refund; the Releases portion of the report shows where the County issued a waiver of an unpaid tax obligation; the Insolvent Accounts are accounts with long term debts that have not been paid in a significant amount of years.

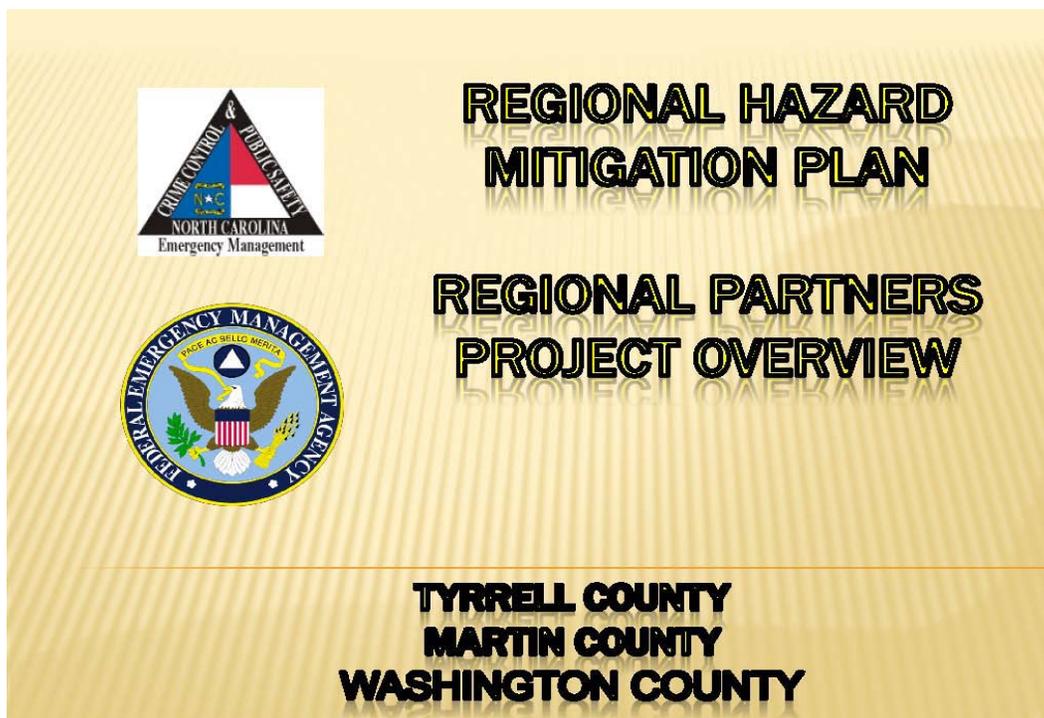
Ms. Bennett read aloud the Proclamation for Girl Scout Week.

PUBLIC FORUM: Mr. Al Joyner spoke to the Board regarding the amount of stray cats in the Piggly Wiggly parking lot. Chair Manning suggested that Mr. Peoples talk to the dog catcher to see if something can be done.

PUBLIC HEARING ON MTW REGIONAL HAZARD MITIGATION PLAN:
Commissioner Johnson made a motion to open the public hearing on the MTW Regional Hazard Mitigation Plan. Commissioner Sexton seconded, motion passed unanimously.

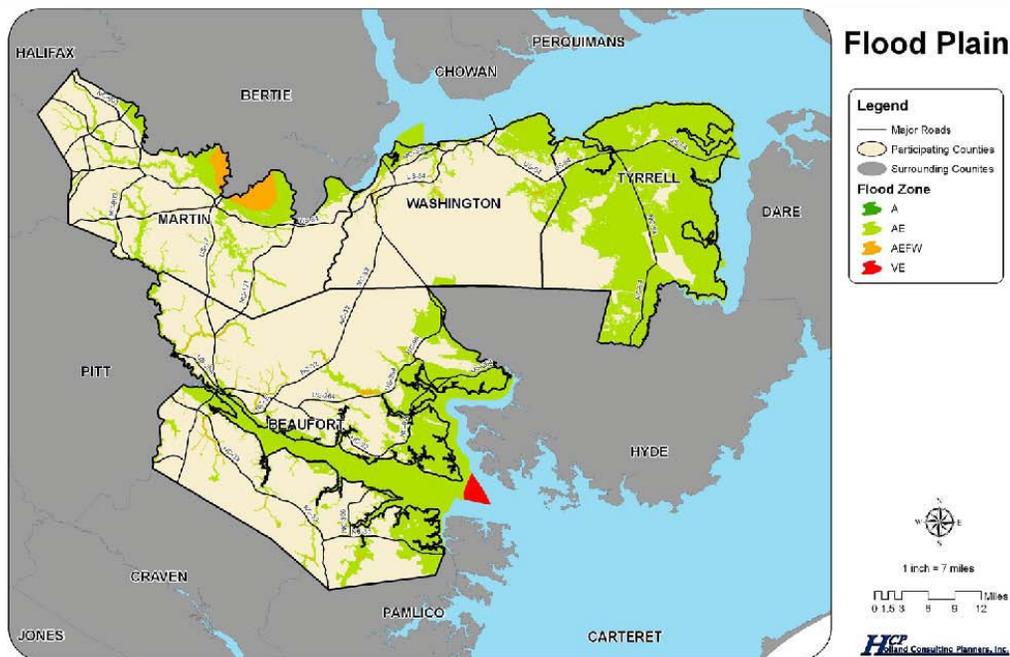
Ms. Ann Keyes introduced Mr. Reed Whitesell of Holland Consulting Planners, Inc. in Washington, NC. Mr. Whitesell told the Board that a county has to have a hazard mitigation plan to be able to file for FEMA funding or funding from other government agencies, and that a county cannot receive matching funds unless they have a hazard mitigation plan. Washington County has had a hazard mitigation plan since 2004.

Mr. Whitesell showed a brief presentation.



WHAT IS HAZARD MITIGATION?

“Hazard Mitigation is any action taken to reduce or eliminate the long-term risk to human life and property from natural hazards” . (44 CFR 206.401)



WHAT IS HAZARD MITIGATION PLANNING?

- ✘ A process undertaken BEFORE a disaster strikes
- ✘ Guides decision makers as they commit resources to reduce effects of natural hazards
- ✘ Shows commitment to reducing risks from natural hazards.
- ✘ Federal Emergency Management Agency (FEMA) requirement
- ✘ Tied to Public Assistance funding & the Community Rating System
- ✘ Address risk associated with man-made hazards

HAZARD MITIGATION PLAN COMPONENTS

- Introduction
- Hazard Identification and Probability Analysis
- Vulnerability Analysis
 - Development Vulnerability
 - Critical Facilities
 - Infrastructure
- Capability Assessment
 - Institutional
 - Legal
 - Fiscal
- Political Capability
- Technical Capability
- Mitigation Goals, Objectives, and Implementation Strategies



REGIONAL HAZARDS

Natural Hazards:

- ✘ Severe Weather/Thunder Storm
- ✘ Hurricanes
- ✘ Flooding
- ✘ Lightning
- ✘ Hail
- ✘ Tornado
- ✘ Drought/Extreme Heat
- ✘ Wildfire
- ✘ Dam/Levee Failure
- ✘ Earthquake



Man-Made Hazards:

- Airport Environs
- Hazardous Facilities
- Rail Corridor Protection
- Urban Fire Hazards

KEY WASHINGTON COUNTY STRATEGIES

- ✘ Seek funding for a dedicated EOC
- ✘ Maintain floodplain and land development codes
- ✘ Consider increasing the County's freeboard requirement from 1 to 2 feet
- ✘ The County will work towards providing web based permitting, tax payment, and inspection services
- ✘ The County will consider acquiring updated permit software

• **Questions**

• **Input**

• **Concerns**



Mr. Whitesell concluded with saying that Creswell, Roper and Plymouth have to adopt this Hazard Mitigation Plan also. Commissioner Manning asked why were more counties not in on this plan. Mr. Whitesell explained that it is difficult to have more than three counties in a regional plan. This makes the plan easier to manage.

Commissioner Johnson made a motion to close the public hearing. Commissioner Alexander seconded, motion passed unanimously.

Commissioner Johnson made a motion to approve the MTW Regional Hazard Mitigation Plan. Commissioner Alexander seconded, motion passed unanimously.

BOARD OF ELECTIONS: Ms. Dora Bell, Elections Director, spoke to the Board regarding a budget amendment for costs for changing polling places for the upcoming election and providing laptops at the precincts. Ms. Bell noted that she changed amendment to ask for only two (2) laptops (instead of ten (10)) to implement a pilot program at one of the polling places. Commissioner Sexton asked Ms. Bell if she has a backup plan if the computers fail during an election. Ms. Bell stated that there will still be ATV poll books at each precinct as a backup in case the power goes out or the computers have any problems. Ms. Bell also informed the Board that the four new polling sites have been approved by the State and she is waiting for the Department of Justice to clear them also.

Commissioner Alexander asked where the funding for this budget amendment will come from. Mr. Peoples stated that it will come from the County's reserve fund. The County currently has 19% in the reserve fund.

Commissioner Johnson made a motion to approve the budget amendment for the Election Board. Commissioner Sexton seconded, motion passed unanimously.

BUDGET GUIDELINES/BUDGET CALENDAR: Mr. Peoples told the Board that there is not a lot of information out this year regarding the forecasting of the budget. The US is operating on \$3.2 trillion budget. There is a chaotic situation in Washington with a lot of extremes in dealing with the \$1.2 trillion shortfall. Washington County receives a significant amount of dollars from the government for some of our services. If cuts are made to the funding that we usually receive from the government there are mandated services that the County will have to provide, which means the cost will fall to the County. Cuts are already being made to DSS and EMS Medicaid. Sales taxes statewide so far have been up about 7%. Washington County is up some, but not 7%. The State Budget office is worried about a European recession and the national debt issue.

2012 - 2013 BUDGET PREPARATION GUIDELINES

- Attempt to avoid an ad valorem tax increase
- Attempt to maintain current service levels with no expansion or new services unless a revenue stream can be established to fund the expanded or new service
- All mandated statutory funding requirements will be met
- Reserve fund balance will be maintained at least at the approved minimum requirements as approved by resolution of the Washington County Commissioners
- If there are any increases in spousal or family health and dental insurance coverages those increases will be passed on to employees
- Attempt to not layoff or furlough employees
- There will be no new positions created unless funded by grant, special appropriation or revenue generated funds
- Only capital projects will be considered that relate to replacement or repair of facilities or equipment as needed for safety or operability of a facility or piece of equipment

Mr. Peoples stated that his goal will be to not allow the Reserve Fund to go below a minimum of 12%, however some law enforcement vehicles may need to be replaced and will be in this year's budget. Commissioner Alexander asked for the reinstatement of collection of the 1% drainage tax. All of the Commissioners agreed this is a good idea. Mr. Peoples stated he will attempt to put this in the budget.

Mr. Peoples went over the Budget Calendar for Fiscal Year 2012-2013.

*Washington County, North Carolina
Budget Calendar
Fiscal Year 2012-2013*

DATE	BUDGET PROCEDURES		ACTION BY
Wednesday, March 07, 2012	Budget Kickoff Meeting - Commissioners' Room		County Manager
Thursday, March 08, 2012	Distribution of Budget Forms & Instructions		Finance
	MANDATORY	<i>10:00 AM</i>	Finance Officer
Friday, March 09, 2012	Budget Consultations/Formulation		Departments
thru Tuesday, March 23, 2012	Ask for Assistance if needed		
Tuesday, March 27, 2012	Deadline for the submission of budget requests		Departments
	both expenditure & revenue to Finance Officer		Fire Districts
Monday, April 02, 2012	Update of tax valuation due from Tax Department		Tax Department
Monday, April 09, 2012	County Manager and Finance to meet with		County Manager
thru Thursday, April 19, 2012	Departments, Schools, and other agencies to discuss requests and recommendations		Finance Officer
			Departments
Thursday, April 19, 2012	Final of tax valuation from Tax Department		Tax Department
Monday, April 23, 2012	Recommended budgets sent to departments		Finance
Thursday, April 26, 2012	RECOMMENDED BUDGET MUST BE BALANCED	<i>5:00 PM</i>	County Manager
			Finance Officer
Tuesday, May 01, 2012	Budget message is reviewed/written		County Manager
Wednesday, May 02, 2012	Recommended budget is published	<i>12:00 PM</i>	Finance
Monday, May 07, 2012	Presentation of the County Manager's budget message & recommended budget to BOC		County Manager
			County Commissioners
	Publish in newspaper notice stating that budget has been filed and is open for public inspection & setting time & place for public hearing on budget		Clerk to the Board
Wednesday, May 16, 2012	Commissioners work sessions to review budget with departments, agencies, school board		County Commissioners
thru Thursday, May 17, 2012			County Manager
			Depts/Finance Officer
Monday, May 21, 2012	Official public hearing on the budget		Public
Monday, June 04, 2012	Adoption of Budget Ordinance		County Commissioners
	<i>Budget Ordinance may not be adopted until (1) ten days have elapsed from date budget is filed & (2) public hearing is held.</i>		
Monday, June 11, 2012	Distribute final adopted budget		Finance
	Begin preparing budget document for printing		

For further information or questions: David Peoples, County Manager dpeoples@washconc.org or Frank Milazi, Finance Officer fmilazi@washconc.org

Commissioner Alexander made a motion to approve Budget Guidelines/Budget Calendar for the 2012-2013 budget year. Commissioner Johnson seconded, motion passed unanimously.

BOARD & COMMITTEE APPOINTMENTS:

a) Washington County Community Child Protection Team—Child Fatality Prevention Team Membership

TEAM MEMBERS
WASHINGTON COUNTY
CCPT-CFPT MEMBERSHIP
Updated February 28, 2012

Position	Team Representative	Mailing Address	E-mail address	Telephone #
DSS Director or member of staff	Rhonda Woolard, Director Designee	Washington Co. Center for Human Serv., PO Box 10, Plymouth NC	rhondaw@wchs.org	793-4041(w)
Local law enforcement officer(s)	Steve O'Neal, Chief	Plymouth Police Department 132 East Water Street Plymouth, NC 27962	plymouthpd@yahoo.com	793-4680
	Pamela Spencer	Washington Co. Sheriff's Department PO Box 969 Plymouth, NC 27962		793-2422
Attorney from the DA's office	Seth Edwards	District Attorney's Office PO Box 1705 Washington, NC 27889		
Exec. Dir. of local community action agency or designee	Wendy Hedgebeth	Economic Improvement Council PO Box 541 Plymouth NC 27962	whesson@eicinc.org	793-3142(w) 796-3711(h)
	Denise Martin, Superintendent of county schools or designee	802 Washington Street Plymouth NC 27962	dmartin@washingtonco.k12.nc.u	793-5171(w)
Member of DSS Board	Ruffin Gill	c/o Roanoke Developmental Center PO Box 967 Plymouth, NC 27962		
Local Mental Health Professional	Tracy Webster, System of Care Coordinator	East Carolina Behavioral Health 144 Community College Drive Ahoskie, NC 27910	twebster@ecbhme.org	(252)332-4137
Local GAL Coord. or designee	Michele Benson, GAL Program Supervisor	PO Box 2085 Washington NC 27889	michele.p.benson@nccourts.org	974-7864(w) 717-4022©
Local health care Provider	Dr. Carter Bennett	107 Robin Drive Plymouth NC 27962		793-4219

Director of Dept. of Health	Kathleen DeVore Jones, Director	MTW District Health Department 198 NC Hwy 45N Plymouth NC 27962	kathleen.devore@newdistricthealth.org	791-3106 791-3113
Emergency medical services provider or firefighter	David Clary, Director	Washington County EMS PO Box 96 Plymouth, NC 27962		793-7636
District Court Judge	Darryl Cayton, District Court Judge	PO Box 1403 Washington NC 27889		946-2660
County Medical Examiner	Dr. Mary Gilliland, Medical Examiner	Pitt County Memorial Hospital 2100 Stantonsburg Road Greenville NC 27834		
Representative of local day care or Head Start Program	Kay Overton, Executive Director	Tyrrell-Washington Partnership for Children 125-B W. Water Street Plymouth, NC 27962		793-5437
Parents of a child who died before reaching 18 th birthday				
Five additional members to represent county agencies or community at large appointed by the local board of county commissioner				
Apointee #1	Zebedee Taylor, Executive Director	Roanoke Developmental Center 609 Adams Street Plymouth NC	drzebtay@hotmail.com	793-5077
Apointee #2	Al Whitney	PO Box 271 Plymouth, NC 27962	Al.whitney@ncmail.net	793-5309
Apointee #3	Ronnie Horton	204 East Water Street Plymouth, NC 27962	Ronnie.horton@doc.nc.gov	793-3021
Apointee #4	Dominique Hall	MTW District Health Department 198 NC Highway 45 North Plymouth, NC 27962	rhondaw@wchs.org	793-4041

Commissioner McCray made a motion to approve the membership of the Washington County Community Child Protection Team – Child Fatality Prevention Team as presented. Commissioner Johnson seconded, motion carried unanimously.

Commissioner Alexander spoke to the Board regarding Commissioner Sexton taking over some of the committee appointments she picked up during Commissioner Collins' absence: Local Emergency Planning Board and the Safety Committee. Commissioner Alexander also said that Mr. Harley Smith approached her about being on the hospital board, but Commissioner Johnson represents the Commissioners on that Board. Mr. Peoples said he would continue to serve on the Albemarle Commissions RC&D and RTCC until Commissioner Sexton is ready to take those over.

Commissioner Alexander made a motion to appoint Commissioner Sexton to be on the Local Emergency Planning Board and the Safety Committee. Commissioner Johnson seconded, motion carried unanimously.

FINANCE OFFICER'S REPORT: Mr. Milazi distributed his Finance Officer's Report and discussed budget amendments #12110 (Center for Human Services) and #12120 (Planning and Safety).

Commissioner Johnson made a motion to approve budget amendments #12110 and #12120 as presented. Commissioner Alexander seconded, motion carried unanimously.

OTHER ITEMS BY CHAIRPERSON, COMMISSIONERS, COUNTY
MANAGER, CLERK, OR ATTORNEY:

- The Washington County ABC Board informed the Board of Commissioners (via Clerk to the Board, Julie J. Bennett) that at their February 7, 2012 meeting they adopted the County's Travel Policy as their own.
- Commissioner Johnson reminded everyone that Plymouth High School is playing for the State Championship of high school basketball this Saturday in Chapel Hill.

Commissioner Alexander made a motion to go into Closed Session pursuant to G.S. 143-318.11 (a)(3), 143-318.11 (a)(4), 143-318.11 (a)(5) and 143-318.11 (a)(6). Commissioner Sexton seconded, motion carried unanimously.

Commissioner McCray made a motion to adjourn the meeting. Commissioner Sexton seconded, motion carried unanimously.

Buster Manning
Chair

Julie J. Bennett
Clerk to the Board