

April 7, 2014

The Washington County Board of Commissioners met in a regular session on Monday, April 7, 2014 at 6:00 PM in the Commissioners Room, 116 Adams Street, Plymouth, NC. Commissioners Johnson, Manning, Phelps and Sexton were present. Also present were County Manager Jerry W. Rhodes, Clerk to the Board Julie J. Bennett, and County Attorney Curtis Potter. Commissioner McCray and Finance Officer Frank Milazi were unable to attend.

Chair Johnson called the April 7, 2014 meeting to order. County Manager Jerry Rhodes gave the invocation; Commissioner Phelps led the Pledge of Allegiance.

ADDITIONS/DELETIONS: None.

CONSENT AGENDA: **Commissioner Manning made a motion to approve the Consent Agenda:**

- a) Approval of Minutes
- b) Tax Refunds & Releases and Insolvent Accounts
- c) Records Retention and Disposition Schedule
- d) Resolution: WWII Merchant Mariners Service Act

**Commissioner Sexton seconded, motion carried unanimously.**

PUBLIC FORUM: Betty Bowen, 85 South River Road, Plymouth, stated she was in attendance at the Commissioners Board meeting in March when the hospital was discussed. She mentioned that her previous job was Human Resources Director at Washington County Hospital (WCH). When CAH/HMC took over WCH, the pension plan and EMS Department stayed with the County. There are currently 128 active eligible pension plan recipients. 41% of the recipients will receive less than \$100 a month from the pension plan because the pension plan was frozen. 26% of the recipients will receive \$200-\$300 a month. Recipients who worked 30 years will receive \$301 a month. Ms. Bowen noted that the Commissioners did vote to fund the pension plan during the upcoming budget. While Ms. Bowen worked at the WCH she did try to get WCH employees under the County retirement plan. She was told to check with the State and vice versa, but no change was made. Ms. Bowen asked the Commissioner to remember these people are county citizens.

RECOGNITION FROM THE STATE OFFICE OF EMS: Members of the Regional EMS Office, Robbie Anderson and Alan Johnson, were in attendance for recognition of Paramedic Harriett Dehart and Paramedic Angela Toppin for the following act:

Wednesday, February 12, Washington-Tyrrell County paramedics were returning after delivering a patient to Vidant Chowan. While crossing the Sound River Bridge they witnessed a car veered from the Sound Bridge. The weather conditions were icy, snowy and very windy. Paramedic Harriett Dehart entered the sub-freezing water, and with the help of her partner and Fire/Law Enforcement pulled the elderly driver from the icy water.

Mr. Anderson and Mr. Johnson presented Ms. Dehart and Ms. Toppin with a certificate from the State. They went above the call of duty to help their fellow man.

Chair Johnson read a resolution honoring Mr. Vincent Ricardo Lloyd, 50, who passed away unexpectedly on March 22, 2014. The Board of Commissioners and Washington County EMS honored the Washington-Tyrrell County EMS Paramedic and Transport Supervisor during the meeting with a presentation to his family of an encased American Flag with his Washington County EMS patch and his NC EMT Paramedic patch.

**Commissioner Phelps made a motion to approve a Resolution in Memory of Vincent Ricardo Lloyd, Washington-Tyrrell County EMS Paramedic and Transport Supervisor. Commissioner Sexton seconded, motion passed unanimously.**

BOARD OF EQUALIZATION AND REVIEW (E&R): Ms. Bennett gave the oath to the Commissioners so they could convene as the Board of Equalization and Review.

**Commissioner Sexton made a motion to convene as the Board of Equalization and Review. Commissioner Phelps seconded; motion carried unanimously.**

Ms. Sherri Wilkins, Tax Administrator, spoke to the Board and stated that there were no appeals at this time.

**Commissioner Manning made a motion to recess the Board of Equalization & Review until May 5, 2014 at 6:00 PM. Commissioner Sexton seconded, motion carried unanimously.**

REQUEST FOR PERMIT WAIVER, PASTOR JAY CLARK, PLYMOUTH UNITED METHODIST CHURCH: Pastor Jay Clark spoke to the Board stating that three years ago a group called Sacred Cross came into existence to help residents repair homes. People come from all areas of the US to work on homes in need of repair. In the course of doing this, Sacred Cross found they have to have building permits. Pastor Clark is asking on behalf of Sacred Cross that all permits be waived for Sacred Cross. They would like the same thing the Habitat for Humanity has. Chair Johnson explained that we don't have anything special for Habitat for Humanity. Each case is handled individually. There is no 'blanket' waiver for any group. Commissioner Phelps asked Pastor Clark how many permits per year he would need. Pastor Clark said it could be anywhere from 25-30. Commissioner Sexton asked how many did Pastor Clark obtain in 2013. Pastor Clark replied "none". Commissioner Sexton asked Pastor Clark if he understood why the County has the codes in place. Pastor Clark replied "yes". Commissioner Sexton stated that if the County started waiving fees for every group that comes before the Board it would be a nightmare. The County has the fees in place to make sure the work is done correctly. Pastor Clark said he would still go to the permit office to file the permit; he just doesn't want to have to pay for it. Commissioner Phelps agreed with Commissioner Sexton. Commissioner Phelps also stated that he doesn't know if the EM/Planning/Safety budget can sustain fees being waived. Ms. Keyes stated that she checked with surrounding counties and none of them waive their permit fees. Commissioner Manning agreed with Commissioner Sexton also. The fees are to help defray the labor costs for inspection. Commissioner Sexton said he doesn't want the standard of repairs to suffer. Chair Johnson said the County seldom waives any permit fees but we cannot waive all of them for any organization.

NORTHEAST REGIONAL SCHOOL OF BIOTECHNOLOGY AND AGRISCIENCE (NERSBA) UPDATE: NERSBA Principal Hal Davis gave the Board an update on NERSBA. Principal Davis thanked the Board for this opportunity and thanked Mr. Rhodes, Ms. Bennett, Ms. Arnold, Ms. Keyes and Mr. Lilley for assisting NERSBA whenever needed. August 4, 2014 starts the class of 2019! There will be a Technology Roll-Out night for students and parents to learn about their computers and online classes. One day a month is designated as FFA day where students wear their FFA uniforms. Principal Davis showed a video about NERSBA that was produced by the Carnegie Foundation.

Larry Jones, Plymouth, asked about a domestic catfish farm through NERSBA. Principal Davis stated that could be a possibility. Commissioner Phelps thanked Principal Davis for his presentation and stated that he learned things he was unaware of. Commissioner Phelps did inquire as to where the class of 2019 will be attending school. Principal Davis said he has presented five options to his Board and hopes to have a path figured out by their Board meeting later this month. Principal Davis stated that he would like to look long term at building onto the Vernon James Center.

TRAVEL & TOURISM—TOM HARRISON: Mr. Tom Harrison, Director of Travel & Tourism spoke to the Board regarding a funding request of \$15,000 for a community assessment by Roger Brooks. Mr. Harrison stated that a team of ‘secret shoppers’ would come to the County and visit various businesses and talk to citizens. Mr. Harrison said that all the County’s organizations should be working together: Tourism, Chamber of Commerce, Community Development and Economic Development. What is the one thing that our County has that other places don’t have? Mr. Harrison said that this is what Roger Brooks can do for our County. He can help the County find our ‘specialty’. Mr. Brooks will assess Plymouth and the County. The total cost to conduct the assessment is \$22,500. Mr. Harrison said that Travel & Tourism will pay \$7,500 and he is asking the County to pay the remaining \$15,000. Mr. Brooks is usually booked a year out. Mr. Harrison was told “Don’t give into the ‘cavers’...Citizens Against Everything”! Mr. Brooks has had a cancellation--May 19, 2014--and the County can book him and have this assessment conducted this year. At the end of the week, Mr. Brooks gives a presentation and it would be good to get all of the County’s organizations together to hear the outcome of the assessment.

Mr. Rhodes said that there isn’t enough money currently in the Economic Development budget to fund this, but with a budget amendment it might be possible to find the additional funds. Mr. Harrison also said that he would take the lead on whatever is suggested that comes from the assessment so that this is not another assessment that just sits on the shelf. Chair Johnson felt that the Board shouldn’t authorize spending funds without the Finance Officer being present. Commissioner Phelps has concerns about having ‘another’ study and felt this item should be tabled until more information is gathered.

Larry Jones, Plymouth stated that Washington County has over 13,000 people in it. Would the residents be able to enjoy these benefits found by such an assessment? Mr. Harrison said he couldn’t answer that. Mr. Harrison said he wants to bring people into our County. Commissioner Sexton stated that he sees Mr. Harrison’s enthusiasm but doesn’t see how the County can promise funds at this time. Commissioner Manning asked what Travel & Tourism’s budget is. Mr. Harrison said \$100,000. He said that is where the \$7,500 is coming from. Commissioner Johnson said it sounds like a great idea, but for the Board it is bad timing especially since the Finance Officer isn’t present at tonight’s meeting. Commissioner Sexton

said the Board can look into this as they are going through the budget process to look for money to be used later in the year. Maybe an opportunity will come up later in the year when Mr. Brooks is available. Lloyd Jones, Plymouth, said he only heard Plymouth mentioned in the assessment so will Mr. Brooks visit Creswell and Roper? Mr. Harrison said yes, Mr. Brooks will be looking at the whole county.

**Commissioner Phelps made a motion to table Mr. Harrison’s request to share the cost of \$22,500 for a community assessment with the County funding \$15,000. Commissioner Sexton seconded, motion passed unanimously.**

RESOLUTION: INTENT TO REIMBURSE: Mr. Potter spoke to the Board explaining that this resolution is to repay the County (pay back ourselves) for the roofing project.

**Commissioner Phelps made a motion to approve the Resolution: Intent to Reimburse. Commissioner Sexton seconded.** Chair Johnson asked about the terms of the repayment. Mr. Potter stated that he did not have that information. The LGC wants to see that we do intend to repay ourselves—that is the reason for the request for the resolution. **The motion passed unanimously.**

PLANNING BOARD RECOMMENDATION: SOLAR ORDINANCE: Ms. Ann Keyes spoke to the Board regarding the Solar Ordinance recommended by the Planning Board. The Planning Board was in attendance. Ms. Keyes went over changes that have been made since the Board received a copy in their package. A **DRAFT** of the document is below:

**Article 13:  
Washington County  
Ordinance For Solar Energy Development**

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**WASHINGTON COUNTY ORDINANCE FOR SOLAR ENERGY  
DEVELOPMENT**

**1. TITLE**

The Ordinance shall be known as the “Washington County Ordinance for Solar Energy Development”.

**2. PURPOSE**

The purpose of this ordinance is to protect public health and safety through establishing reasonable standards for the construction, installation, and operation of commercial energy systems (solar farms) in Washington County. This ordinance is not intended to abridge safety, health, or environmental requirements contained in other applicable codes, standards, or ordinances.

**3. AUTHORITY**

This Ordinance is adopted pursuant to the authority and provisions of North Carolina General Statutes Chapter 153A-121.

**4. JURISDICTION**

This Ordinance shall apply to all unincorporated areas of Washington County which are not included in the extraterritorial jurisdiction of any municipality. All municipalities and their respective corporate limits shall be exempt from the Ordinance, unless they choose to adopt this Ordinance or some form thereof.

## 5. **DEFINITIONS**

Abandonment – If no electricity is generated for a continuous twelve (12) month period or if the system falls into a state of disrepair the system shall be deemed abandoned.

Solar Energy System – the components and subsystems required to convert solar energy into electric or thermal energy, including all equipment and accessory buildings.

Solar Farm – except and limited hereinafter, for purposes of this ordinance, the term “Solar Farm” includes a use of land where a series of one or more solar collectors are placed in an area on a parcel of land for the purpose of generating photovoltaic power and said series of one or more solar collectors placed in an area on a parcel of land collectively has a nameplate generation capacity of at least 15 kilowatts (kW) direct current (DC) or more when operating at maximum efficiency. Solar farm is also referred to as a solar power plant and solar photovoltaic farm. “Solar collector” means a device, structure or a part of a device or structure for which the primary purpose is to transform solar radiant energy into thermal, mechanical, chemical or electrical energy.

## 6. **APPLICABILITY**

- A. “Solar Farm” shall not include non-commercial solar energy systems.
- B. This ordinance applies to the construction of a solar farm in the jurisdiction of unincorporated Washington County.
- C. Solar farms established with appropriate building/electrical permits from Washington County prior to the effective date of this ordinance shall be exempt.
- D. The application and plans shall include:
  - a. Name of the project, names and addresses of the owner(s), and the engineers and surveyors.
  - b. Date, scale and accurate North arrow.
  - c. Boundaries and actual dimensions and shape of parcel, including total acreage, with bearings and distances.
  - d. Site plan showing streets, circulations, driveways, service buildings, easements, arrangement of solar panels and streets; also fencing, gates and vegetative buffer.
  - e. Horizontal and vertical (elevation) to scale drawings with dimensions that show the location of the solar panels and system on the property.
  - f. Vicinity map showing the location and surrounding land use.
  - g. Names and addresses of adjoining property owners.
  - h. Elevation certificate.
  - i. Land contours.
  - j. North Carolina Utilities Commission Permit.
  - k. Other State or Federal Permits.
  - l. Other features and designs.
- E. Upon approval of the Solar Energy Farm Site Plan, the Washington County Planning Board may approve and authorize that a Special Use Permit and an application for a Building Permit be issued.
- F. This Ordinance shall not be deemed to supersede any other provisions of local, state or federal law.

**7. PERMITS/REQUIREMENTS: GROUND MOUNTED AND ROOF TOP**

- A. A building/electrical permit and compliance with this ordinance is required for all solar farms.
- B. An engineered site plan demonstrating compliance with this ordinance shall be submitted to the Building Inspector for review and approval of the site plan shall occur prior to issuing the building/electrical permit.
- C. Upon completion of site construction, a certified as-built by the engineer, shall be submitted to the Building Inspector and filed with the Register of Deeds. This as-built plan shall receive approval by the permitting staff prior to final inspection and prior to issuing the Certificate of Occupancy and/or the notice to proceed to the Utility provider.
- D. Solar panel materials shall be UL listed as hereafter amended. Documentation of compliance shall be provided with the seal and signature of a design professional licensed in North Carolina.

**8. ALLOWABLE LOCATIONS/CONDITIONS**

- A. Solar Energy Farms may be allowed in the Residential and Commercial/Industrial Zoning Districts as a special use.
- B. The Washington County Planning Board will conduct a public hearing prior to consideration of any application for a Solar Energy Farm Development Permit. The record of the public hearing shall be maintained as part of any Solar Energy Farm Development Permit.

**9. SETBACKS/SCREENING**

- A. A minimum setback distance of 75' from all property boundaries shall be required. Exception: Property boundaries of adjoining parcels which are part of a single solar Farm project as shown on the site plan shall not be subject to this setback requirement. A written waiver signed by the property owner(s) shall be required, but in no case less than 25'.
- B. Power inverters and other sound producing equipment shall be no less than 100' from any dwelling unit at the time of construction/installation.
- C. All solar farms shall be completely enclosed with a minimum of six (6) feet high chain link or security fencing as measured from the natural grade of the fencing perimeter.
- D. Solar farms shall be constructed with evergreen vegetative screening where existing buffers do not obscure solar energy system perimeters from dwelling units on adjacent parcels. At maturity required vegetative screening shall be no less than fifteen (15) feet tall, regardless of line-of-sight.
  - a. A continuous evergreen vegetative buffer shall be present and maintained at all times around the perimeter of the exterior of the fencing and gates that are required around the perimeter of all solar energy farms, except on sides that abut forested areas. Nothing contained herein shall be construed also as to require such continuous evergreen vegetative buffer to block reasonable

access to the solar energy farm. Vegetative buffers shall be required on the sides of the solar energy farm that abuts properties used for residential or commercial/industrial, and along public highways and streets.

- b. The evergreen vegetative buffer shall be composed of evergreen trees or shrubs of a type which at planting shall be a minimum of four (4) feet in height. The evergreen trees or shrubs shall be spaced no more than ten (10) feet apart, from the base of the plant to the base of the next plant.
- c. Failure to maintain the evergreen buffer shall constitute a violation of this ordinance. If trees are removed along the forested areas that abut the solar farm, a vegetative buffer must be planted as required on other sides of the facility.

## 10. HEIGHT LIMITATIONS

The height of solar energy system solar panels shall be measured from the highest natural grade below each solar panel to the top of that panel. Panel height shall not exceed 15 feet.

Poles and wires necessary to connect to public electric utility shall not be subject to this requirement.

## 11. AVIATION NOTIFICATION

Experience and research has shown there are legitimate concerns regarding the possibility for Solar Farms to cause a glare hazard for pilots and/or air traffic controllers. To address these concerns, all applications submitted pursuant to this Ordinance for approval of any Solar Farm permit shall include a detailed map analysis highlighting all airport operations and/or designated flight paths within five (5) nautical miles of the outermost proposed boundaries of any proposed Solar Farm, and for all such airport operations or designated flight paths actually located therein, shall additionally include:

- A. A certified true copy of a Notice of Intent to Construct a Solar Farm (containing at a minimum, the Solar Farm's exact proposed location, type(s) of solar technology/devices to be used, and overall size including total acreage and surface areas of all panels or other reflective devices);
- B. A Full Report of potential Aviation Glare Hazards (AGH) arising from the proposed Solar Farm on all such airport operations and/or designated flight paths using the most recent version of the Department of Energy's Sandia National Laboratories recently developed glare hazard assessment tool (or any other assessment tool required or otherwise recommended by the FAA) in accordance with its user manual, and applying the same evaluation standards required and otherwise recommended by the FAA for evaluating AGH of off-airport solar projects, it being the intent of this Ordinance to require all applicants to utilize the most recent and thorough evaluation techniques of measuring AGH then available and required or otherwise recommended by the FAA, as modified from time to time; and
- C. Proof of said Notice and Full Report being actually delivered not less than \_\_\_\_\_ days prior to the submission of any application for a Solar Farm permit made hereunder to all the following: The local Airport District Office (ADO) of the FAA with oversight over Washington County, NC for any airport operated

- under FAA regulations as part of the National Plan of Integrated Airport Systems (NPIAS)(including without limitation the Plymouth Municipal Airport); The airport management for all NPIAS and non-NPIAS airport(s); and The NC Commanders' Council for any affected military airport or low altitude flight paths in said area.
- D. Changes in proposed Solar Farm design standards prior to any permit approved under this Ordinance shall require proof of re-delivery of an updated Notice and Full Report in accordance with the foregoing provisions.

## 12. **DECOMMISSIONING/ABANDONMENT**

- A. A Decommissioning Plan shall be submitted to the Planning Director and the Building Inspector as part of the permit approval process and recorded with the Register of Deeds. If no electricity is generated for a continuous twelve (12) month period or if the system falls into a state of disrepair the system shall be deemed abandoned. The Decommissioning Plan shall include the following provisions and requirements:
- a. Defined conditions upon which decommissioning will be initiated (i.e., end of lease, condition of a potential public safety hazard, etc.)
  - b. Removal of all non-utility owned equipment conduits, structures, fencing, roads and foundations; and restoration of property to condition prior to development of the solar farm, unless the landowner request in writing that the access roads or other land surface areas not be restored.
  - c. The timeframe for completion of removal and decommissioning activities shall be from sixty (60) to one hundred twenty (120) days.
  - d. Signed statement from the party responsible for completing the Decommissioning Plan acknowledging such responsibility.
- B. Upon failure to accomplish the Decommissioning Plan, the Building Inspector may take action as authorized in the Law and Administrative Code NC GS 153A-366.
- C. Washington County requires a surety bond or certified check posted by the owner/developer to the County to be used upon default in an amount determined by the Planning Board in conjunction with the Planning/Safety Director and the Building Inspector to ensure that the decommissioning or removal of hazardous materials are removed at no cost to the County.

## 13. **SEVERABILITY CLAUSE**

Should any section or provision of the Ordinance for Solar Energy Development be determined by a court of competent jurisdiction to be unconstitutional or invalid, such determination or decision shall not affect the validity of the Ordinance as a whole, or a part thereof, other than the part so declared to be unconstitutional or invalid.

## 14. **GRANDFATHER PROVISION**

Any solar farms not permitted by this Ordinance, which is in operation at the time of the adoption of this Ordinance is hereby exempted from the provisions of this Ordinance.

15. **RECORD KEEPING**

The Washington County Building Inspections Office shall maintain a record of all Solar Farm Development Permits and copies shall be furnished upon request to any interested person.

16. **VIOLATIONS**

Upon the finding of any inappropriate or illegal activities on the part of any citizen which would violate the provisions of the Ordinance, the Planning Coordinator shall notify in writing the person(s) responsible for such actions indicating the followings:

- A. The nature of the violation(s).
- B. The action(s) necessary to correct the violation(s).
- C. The date by which corrective action(s) should be taken and completed.
- D. Action(s) which will take place if such corrective action is not taken.
- E. When such corrective action has not been taken or is deemed inadequate based upon the conditions listed in the Ordinance, an order for the discontinuance of the use or occupation of any land, building or structure or any illegal additions, alterations or structural changes thereto may be issued.
- F. Any other action authorized by the Ordinance to ensure compliance with, or to prevent violation of any provision.
- G. Any person violating any provision of this Ordinance shall be guilty of a misdemeanor and upon conviction shall be punished for each offense, not more than fifty dollars (\$50.00) or imprisonment not to exceed thirty (30) days. Each day such violation continues shall be deemed to be a separate offense.

Adopted this the \_\_\_\_\_ day of \_\_\_\_\_, 2014.

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Tracey A. Johnson, Chair

Attest:

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Julie J. Bennett, CMC, NCCC  
Clerk to the Board

Ms. Keyes asked the Board to please review this and she would need to have a public hearing before approving the ordinance.

Ms. Keyes also mentioned that the Planning Board is recommending a change to the Zoning Ordinance regarding fence setbacks, changing the setback from 15 ft. to 3 ft. There will need to be a Public Hearing before approving this change to the Zoning Ordinance.

Commissioner Phelps asked about the wording in the ordinance regarding jurisdictions for the towns being exempt. Ms. Keyes responded this is how all the County ordinances are written in regard to the towns and what the County can do in them. Mr. Potter said there is a webinar he will attend on Solar Ordinances. The Board will set a date for a public hearing at a later date.

NC DEPARTMENT OF COMMERCE INDUSTRIAL GRANT FUND: Mr. Jerry Rhodes, County Manager spoke to the Board regarding a grant that has been approved for Washington County by the NC Department of Commerce Industrial Grant Fund in the amount of \$1,259,550 for water/sewer for the Commerce Building. Mr. Rhodes has shown this building many times but once potential lessees find out there is no sewer/water they are disinterested.

The County submitted the pre-application on March 4 and was notified on March 27 that the County was approved for the \$1,259,550 grant. Since this was a large grant amount the NC Department of Commerce would like the County to provide 10% local funds (approx. \$180,000) for the grant.

If the Board votes to move forward with this grant there are steps to be taken before submitting the actual application.

Mr. Rhodes stated one way to come up with the local funds would be to take it out of the unrestricted fund balance or borrow the funds. This grant works on a reimbursement process. The County has to spend the money first then the County gets reimbursed for it. Mr. Rhodes stressed that to get a tenant in the Commerce Building, the County needs to have water/sewer in this building. The Commerce Building is the only building in the area without water/sewer.

Commissioner Manning asked Mr. Rhodes if he can determine if the County owes money on the building. Mr. Rhodes stated he was hesitant to say since Mr. Milazi is not in attendance, but he did look at the budget to see that the County does pay \$50,000 a year on the building.

Commissioner Sexton asked if the County proceeds are we assured of the grant and how long will the County have to let the NC Dept. of Commerce know that the County wants the grant. Mr. Rhodes replied "relatively soon". Commissioner Phelps stated that he was hesitant to move forward without the Finance Officer here to address the funding issue. Mr. Rhodes felt that if the County doesn't take advantage of this grant we might not be offered this opportunity again.

Chair Johnson asked Mr. Rhodes to talk with the NC Dept. Commerce to get the parameters (timeline) and speak to Kevin Leonard at the NCACC to see what federal funds are available out of Atlanta.

FINANCE OFFICER'S REPORT: Mr. Milazi's report was distributed in the Commissioners agenda package since Mr. Milazi was not in attendance at tonight's meeting.

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

Ms. Bennett noted that the Washington County ABC Board needs the Board's approval allowing the ABC Board to adopt their travel policy.

**Commissioner Phelps made a motion to approve the request of the Washington County ABC Board to adopt the County's Travel Policy. Commissioner Sexton seconded, motion passed unanimously.**

Ms. Bennett reminded the Commissioners that the NCACC County Assembly Day is May 28, 2014. Early registration is waived for County Commissioners. Please let Ms. Bennett know if you plan to attend so she can register you. See attached page 12-AA.

Chair Johnson congratulated Ms. Bennett in being appointed the Treasurer of the North Carolina Association of County Clerks for 2014-2015 at their Annual Meeting in Boone, held March 27-29, 2014.

Commissioner Phelps asked about setting up a joint meeting with the Town of Plymouth and the Board of Commissioners. Chair Johnson said she would lean more towards the two chairs and vice-chairs meeting first before having a meeting of the Town Council and the Commissioners.

Commissioner Phelps asked when the Hwy 32 Connector project will start. Mr. Rhodes said it is scheduled to start in June.

Chair Johnson mentioned an evaluation process for the County Clerk, County Manager, County Attorney and Finance Officer. Commissioner Phelps attended a UNC SOG seminar on this process and Chair Johnson stated the Board will move forward with evaluating these positions.

Mr. Rhodes referenced in his report the possibility of merging Washington County's E911 office with Martin County. Currently the E911 offices in Hyde County and Tyrrell County are working together. There is some incentive to having a joint program. There would be funding for GIS equipment, voice recording devices, radio systems and other equipment. Martin County suggested a meeting of the two Boards of Commissioners and the 911 Board to discuss the specifics. This would be an opportunity to improve our 911 services and receive some additional funding.

Commissioner Sexton suggested the County move forward with setting up the joint meeting. Commissioner Phelps said to make sure to include the E911 Directors and Sheriffs of both counties.

Mr. Potter noted that he has set up Risk Management Training on Worker's Comp for the Department Heads. This will be held immediately following the Manager's Department Head meeting on Wednesday.

**At 9:20 pm, with no further business to discuss, Commissioner Manning made a motion to recess the meeting. Commissioner Sexton seconded, motion carried unanimously.**

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Tracey A. Johnson  
Chair

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Julie J. Bennett, CMC, NCCCC  
Clerk to the Board