

September 2, 2014

The Washington County Board of Commissioners met in a regular session on Tuesday, September 2, 2014 at 6:00 PM in the Commissioners Room, 116 Adams Street, Plymouth, NC. Commissioners Johnson, Manning, Phelps, Sexton and Walker were present. Also present were County Manager Jerry W. Rhodes, Clerk to the Board Julie J. Bennett, County Attorney Curtis Potter and Finance Officer Frank Milazi.

Chair Johnson called for a motion to adjourn the August 4, 2014 Board of Commissioners meeting. **Commissioner Manning made a motion adjourn the August 4, 2014 Board of Commissioners meeting. Commissioner Phelps seconded, motion carried unanimously.** Chair Johnson called the meeting of September 2, 2014 to order. Commissioner Sexton gave the invocation; Commissioner Walker led the pledge of allegiance.

ADDITIONS/DELETIONS: Chair Johnson requested to move Item 10— Washington County Schools Outlay Plan to Closed Session under NCGS 143-318.11 (a) (4) economic development, add a Closed Session for attorney-client privilege under NCGS 143-318.11 (a) (3) and NCGS 143-318.11 (a) (6) personnel.

CONSENT AGENDA: Commissioner Sexton asked for clarification on item c) restrictive covenant & resolution. Attorney Potter explained it for Commissioner Sexton saying it is something that the County must comply with. **Commissioner Phelps made a motion to approve the Consent Agenda:**

- a) Approval of Minutes
- b) Tax Refunds & Releases and Insolvent Accounts
- c) Restrictive Covenant & Resolution
- d) Resolution on Stotesberry property
- e) Southern Albemarle Association Delegates for October 2014

Commissioner Sexton seconded, motion carried unanimously.

PUBLIC FORUM: Mr. Flemming, EMS Director, stated the County EMS has been awarded a \$25,000 grant from Vidant for the purchase of a First Response vehicle. Mr. Flemming noted that there is a link on the Washington County website under EMS (<http://www.washconc.org/PDFs/EMS/2013%20RACE%20CARS%20CARES%20Data%20Report.pdf>) regarding cardiac arrest resuscitation which the County's paramedics can perform. Mr. Flemming also told the Commissioners that there will be an AED mounted in the Commissioner's building for early defibrillation if needed.

Mr. Lloyd Jones Jr., West Mill Pond, Roper, spoke to the Board about resident Nita Spruill and a fence that needs to be maintained on her property. In the deed for the property, it states that the person who owns the property next to Ms. Spruill is the one responsible for maintaining the fence. Ms. Ann Keyes told the Board that Ms. Spruill's property is in the ETJ,

therefore it is for the Town of Roper to enforce and the Town of Roper has said the fence is in compliance.

Crystal Van Horne, Creswell, told the Board she has a concern about where the ambulance is parked at in Creswell because it is often called out of the County to Tyrrell County. Mr. Flemming, EMS Director, stated when Washington County and Tyrrell County went into contract together that when the truck is out in Plymouth, the Creswell truck goes to Plymouth and there is a big hole in coverage but they are trying to cover the high volume area of Plymouth and be available for Creswell. Chair Johnson asked if the new quick response vehicle will help with this. Mr. Flemming said it will help a little. Commissioner Phelps said he has heard that the Creswell truck is sometimes used for non-transport. Mr. Flemming said that is correct but EMS always tries to maintain coverage. Mr. Rhodes reminded the Board that up until a year ago there hadn't been a truck staged in the Creswell area. If the Board is willing to hire a 4th truck and additional personnel, this can solve the problem; however, the County is currently working with the resources it has as best it can.

MEDICAL EXAMINER PRESENTATION: Ms. Jennifer O'Neal, Washington County EMS, spoke to the Board. Ms. O'Neal stated that she is also the County's Medical Examiner (ME). The Chief Medical Examiner is located in Raleigh. Ms. O'Neal said she works closely with the Regional Office located at the Brody School of Medicine in Greenville. They get the bodies from Washington County for autopsy's first, then the Medical Examiner takes charge of them. In NC, the following types of deaths are to be reported to the Medical Examiner: accidents, homicides, deaths related to violence, any unnatural or suspicious circumstances, suggested poisonings, if someone dies while in a hospital, etc. In Washington County, there are a lot of people who don't have a regular medical doctor so they are not continuously under medical care and when they die, they are usually reported to the Medical Examiner. The Medical Examiner must personally view each body. In the event an autopsy is needed, Ms. O'Neal works with the Brody School of Medicine to have that done. Ms. O'Neal has to complete a report of investigation to OCME in Raleigh within 24 hours of the death. Ms. O'Neal was appointed by the State as Medical Examiner in November 2013. She handles 16 cases since that date. Her jurisdiction is not limited to Washington County even though it is the county of appointment; however, the counties Ms. O'Neal serves usually fall under the Greenville office. Being the Medical Examiner is not overwhelming in this area; however, Ms. O'Neal feels that she has made significant contributions in helping the Greenville investigators.

Chair Johnson asked Ms. O'Neal who was in the Medical Examiner position before her. Ms. O'Neal stated that there wasn't anyone in the Medical Examiner position. Commissioner Phelps asked how long is the appointment. Ms. O'Neal said the appointment as Medical Examiner expires in November 2016. Ms. O'Neal said she would like to be reappointed. Commissioner Walker asked Ms. O'Neal if she could divulge how many deaths were suicides. Ms. O'Neal stated that maybe one or two were suicides (traumatic deaths) and the remainder were natural deaths. Chair Johnson asked is there a certain age that someone has to have an autopsy. Ms. O'Neal said there was not any specific age requirement for an autopsy to be performed. Everything is a case by case basis. Ms. O'Neal helps the County save money by not conducting unnecessary autopsies. Commissioner Phelps asked what procedures are followed in determining whether or not a body is to have an autopsy. Ms. O'Neal stated that law enforcement is responsible for the body by statute, but since the County has a tight working relationship with our law enforcement personnel, they also call the Greenville office to confer to

see if they need to maintain jurisdiction over the case. Then the local Medical Examiner will be called if needed. Chair Johnson congratulated Ms. O'Neal on her appointment.

CREATION OF AMBULANCE FRANCHISE BOARD: Chair Johnson spoke to the Board about creating a seven member board that will create policies and oversee the Washington County/Tyrrell County ambulance and transport service. All duties, powers, and responsibilities will be brought back to the board of Commissioners for adoption.

The suggested positions are as follows:

1. Emergency Management Director of Washington County (Ann Keyes)
2. Emergency Management Director of Tyrrell County _____
3. EMS Director (John Fleming)
4. One Commissioner/Manager from Washington County
5. One Commissioner/Manager from Tyrrell County
6. Medical Director (Dr. Lowery)
7. Washington County Finance Officer (Frank Milazi)
8. Washington County Attorney (Curtis Potter Ex-officio advisory)

Commissioner Sexton stated that he would like the Ambulance Franchise Board to have a Commissioner AND a County Manager. All of the Commissioners were in agreement.

Mr. Potter noted that the primary objective of the Ambulance Franchise Board would be in getting the ambulance franchises up and going.

Commissioner Phelps stated he would like to have a resolution at the next Commissioners meeting on the creation of the Ambulance Franchise Board. Mr. Potter stated he would have the resolution at the next Board of Commissioners meeting.

TOWN OF CRESWELL TAX COLLECTION: Ms. Sherri Wilkins, Washington County Tax Administrator spoke to the Board regarding a letter that was sent to the Mayor of Creswell, Bill White, regarding tax collection in the Town of Creswell. The North Carolina Department of State Treasurer did not renew the dual appointment of the Creswell Town Clerk as the Finance Officer in part due to the fact that the Town of Creswell did not submit its audited financial statements for the fiscal year ended June 30, 2013 (now 7 months late). Mr. Potter created a contract between the Town of Creswell and Washington County for the Board to review. The Creswell Town Council meets on Sept 8, and would like to know the County's decision. Chair Johnson asked how many taxpayers Creswell has. Ms. Wilkins said there are approximately 220 taxpayers in the Town of Creswell. Mr. Rhodes reiterated that at this point in time the Town of Creswell is unable to collect taxes. Chair Johnson asked how soon the County tax office would be able to start on this. Ms. Wilkins said if the contract is signed this week they could start next week. Mr. Potter said given the time sensitive nature, he created a contract using the template that the County had in place with Plymouth.

Commissioner Manning made a motion to approve the Washington County Tax Office collecting taxes for the Town of Creswell. Commissioner Walker seconded, motion carried unanimously.

TAX & TAG UPDATE: Ms. Sherri Wilkins, Tax Administrator gave an update on Tax & Tag program. In 2005 the NC General Assembly ratified House Bill 1779. At that time, work began on developing a system to streamline the payment of registration fees and vehicle taxes. The original implementation date was July 1, 2009. The North Carolina Tag & Tax Together DMV taxation program was implemented in September 2013.

In preparation for this change in 2013, flyers were mailed to taxpayers by the NCDOT and the tax office posted information about the change in the tax office as well as having a pamphlet available for the taxpayer to help explain the process.

Patience was necessary on behalf of the tax office staff, taxpayers and all departments involved in the change. Thankfully, in preparation of the switch, classes were held throughout the state and webinars were held to train the staffs of the different offices that would be affected. Since the implementation, the NCDOR Tag and Tax Customer Portal is available for questions or concerns we have. The tax office usually gets quick responses from the NCDOR. There is a help desk available to the tax office staff.

The tax office has seen this transition to the Tag and Tax Together system as a step in the right direction. The system is very user friendly. Each month the tax office processes the queues for an upcoming billing cycle. Examples of the queues are Antique, Condition, County Transfers (this can only be done by the tax office while the bill is in the queue, once it's billed the taxpayer contacts DMV to correct), Default Addresses, Exceptions (rare), Exempt, No Value, RV, Trailer, Notes and Plus Codes. If an adjustment is made it can be made as a permanent adjustment and the tax office will not see it again in the queue (example – value on a trailer) or the tax office can also make an adjustment a temporary adjustment (example – value adjustment due to the condition of the vehicle). Now that the tax office has been working on the queues for a year, the number of vehicles that fall within a queue has leveled off. The queues are for vehicles that need some attention. The NCDOR is still working on some issues with the value of utility trailers.

Each month the tax office staff prints reports for the queues for reference. The queues are maintained on a daily basis or as time allows.

The tax office still handles the appeals for value, adjustments and refunds in the tax office. Taxpayers can come in when they receive the notice or they have 30 days after the due date to appeal the value. The taxpayer comes into our office to settle these issues. If the tax office can help the taxpayer they do but there are times they are referred to the DMV office for assistance.

IRP (International Registration Plan) plates (Commercial Trucking) are billed in the tax office as Business Personal Property or Personal Property. A list is received by the tax office and given to the Assistant Assessor for billing. The taxpayer is supposed to list the vehicles each year.

There is a help desk available to the taxpayer. They can make payment on line or at any DMV office. They can call with questions or to have their situs changed.

According to reports the tax office receives, across the state the collections were down the first 3 months. Currently however, the collections across the state have increased. Essentially the collection rate on vehicles is considered to be 100% but the tax office must exclude taxpayers under bankruptcy and this works out to an overall percentage of 99%.

When a taxpayer is purchasing new plates they can receive a LRP or Limited Registration Plate. That lets a person defer paying their taxes up to 60 days. It gives them a temporary plate and they have 60 days to pay the taxes, there is no grace period for LRPs. When the taxpayer pays the taxes they receive a sticker to replace the temporary sticker. If the taxpayer doesn't pay within the 60 days they run the risk of getting a ticket.

The tax office's advice to the taxpayer is to pay attention to your Notice to Renew. If there are any errors or if the taxpayer has any questions they should contact the tax office ASAP.

The NC DOT website www.ncdot.gov/dmv/vehicle/tagtax has a vehicle tax estimator, tutorial about Tag and Tax together and links to find local tax offices and DMV offices. A list of frequently asked questions is also available. A wealth of information is on this website and the tax office recommends that everyone visit it.

Mr. Rhodes shared some statistics with the Board. Our county office doesn't physically collect the money from the State. The money is put in the County's account by wire transfer. \$60,900.17 was collected for the month of July and \$61,657.78 was collected for the month of August. Fees are taken out before the money is deposited.

LIBRARY ROOF UPDATE: Mr. Potter said that Mr. Russ Pearlman from The Wooten Company had a conflict tonight and was unable to attend the Commissioners' meeting tonight. Mr. Potter talked to Mr. Pearlman and asked him the questions he thought the Board would want answers to. Mr. Potter referenced information in their Board packages. The membrane roof (which is being recommended) looks like a metal roof, but it is not a metal roof. Mr. Potter stated that bids were opened for the library roof project last Friday, August 29. There were two bidders. Mr. Rhodes explained that the material is heat sealed making a seamless membrane. Mr. Rhodes also stated that the engineering firm suggested this roof rather than a metal roof. Ms. Amy O'Neal, Librarian, is concerned about the engineer wanting a major asbestos removal. Mr. Rhodes stated he was not aware of the asbestos issue. Commissioner Phelps asked where the remainder of the \$500,000 would be spent after the money is taken out for roof with the low bidder. Mr. Potter said going with the non-metal roof would leave money for non-roof items to be done in the library. Mr. Potter said the nature of the building would require more structural support for the metal roof and would be more costly and a metal roof would have welded seams which could fail over time, where the membrane roof would last longer.

Commissioner Phelps said he wanted to hear from Mr. Milazi and Ms. O'Neal. Mr. Milazi noted that \$50,000 has been spent on the engineer and some money has been paid for some asbestos removal already in the library. Mr. Milazi said he is trying to reserve as much money for the roof. Mr. Rhodes noted that County money has been used to remove an old storage tank at the library.

Commissioner Sexton asked the square footage of the library. Ms. O'Neal said the library is approximately 8,000 sq. ft. Commissioner Sexton wants to see the type of roof that is being

discussed.—he doesn't want the look of the library to be messed up. Commissioner Sexton said it's the Board's decision not the engineers regarding the type of roof that goes on the library. M. O'Neal said that there is a roof in Elizabeth City on the hospital like the one being proposed for the library and she called and talked to someone there and they hadn't had any problems with their roof. Commissioner Manning asked if the County received a quote on the metal roof. Mr. Russell Lee from the Library Board said no.

Commissioner Phelps would like to table this item until Mr. Pearlman can attend and have time for the Board to look at the bids. Chair Johnson asked what is the time limit on using this grant. Mr. Milazi said that we would soon be running out of time on using the grant funds. Mr. Milazi said he met with Mr. Pearlman, Ms. O'Neal and Mr. Lee and felt that they were leaning towards the membrane roof. Ms. O'Neal said Mr. Pearlman did quote \$349,000 for a metal roof on a portion of the library but not the part that would need the extra structural support. Mr. Potter said to have two different types of roofs on one building will cause warranty issues between the two companies supplying the two different types of roofs. Discussion ensued.

Commissioner Sexton made a motion to have a second meeting this month to have the Mr. Pearlman come and speak to the Board. Motion carried unanimously.

FIRE DEPARTMENT---WATER SHUTTLE TRUCKS: Ron Ambrose, Creswell Volunteer Fire Chief, spoke to the Board as a member of the Fire Commission about creating a water shuttle fire district by having water shuttle trucks. Mr. Ambrose said the Fire Commission is trying to help lower our resident's insurance rates. Mr. Ambrose said he is asking for funds to pay a grant writer to obtain three additional vehicles that will be paid for by grants.

**Water Shuttle
Fire District Proposal**

**Presented
By**

**Washington County
Fire Commission**

Objectives

1. To establish a Water Shuttle Fire District through out Washington County.
2. To improve our County wide Insurance ratings from Class 9 to a Class 6
3. To lower Insurance Premiums for our Citizens.
4. To acquire assistance from our Commissioners in pursuing the funds to complete this proposal.
5. To acquire the additional Equipment needed to complete the task on this proposal.
6. To help make Washington County more attractive to Present and Future Business and Property owners for many years to come.

Questions

1. Why is the Fire Commission trying to establish a Water Shuttle Fire District when we already have Fire Districts?

We currently have Fire Districts that are set up on 5 and 6 mile districts. We also have Hydrants that are used by the NC Dept. of Insurance to rate these Fire Districts along with our equipment.

Under our current Fire District the NC Dept. of Insurance requires us to live with in 1000 ft of a Fire Hydrant that can produce 250 GPM @ 20 pounds of Residual pressure to receive the best rating of the said Fire District.

Due to the fact that we do not have enough Fire Hydrants in our County that can produce these required volumes we can not offer insurance breaks to our citizens throughout the county. If the NC Dept. of Insurance inspects some of the current Hydrants that they currently allow us to use as a certified Hydrant it could cause more homeowners insurance to go to a higher rating.

2. How do we improve our ISO Rating?

A. First we have to Change current Fire Districts from Fire Hydrants to the Water Shuttle Fire Districts.

B. Secondly we have to establish water Points such as (Ponds, Ditches, Hydrants 250 gpm or more, etc.) and Have them certified by Engineer and permission given to use them.

C. Thirdly we need to acquire bigger tankers to help aid in the initial water supply attack and maintain the proper volume of water needed for the fire load of the structure present.

D. Fourthly the Fire Departments have to continue to train together to get the required timing down on the required drills by NC Dept. of Insurance to set the new District ISO Ratings.

3. How will changing our Insurance Districts help our County Homeowner Insurance Premiums?

By changing from a Hydrant based fire District to Water Shuttle District we would eliminate having to be with in 1000 ft of a Hydrant to be eligible to receive the Fire Departments best rating. You would allow everyone who is with in 5 miles of the Fire Stations who has a Homeowners Policy be eligible to receive the best rating possible in that Fire District.

Example: if you own a Home valued at \$100,000.00 with in 5 miles of a Fire Station who has a rating of 9S in that district your Annual Premium would be around \$ 759.00 yearly. With the same house being in a Fire District rating of a 6 your annual premium would be around \$ 300.00 so it would be savings of \$ 459.00 yearly.

If you multiply the total amount of Home owners currently having a \$100,000.00 Insurance Policies across the county who are with in 5 miles of a station you come up with quite a large number in profit savings for our Homeowners. This is just one example. The lower the value of policy the less you save the higher the amount of the policy the higher amount you stand to save.

4. What assistance does the Fire Commission need to complete this project?
 - A. First we simply need the support from our Commissioners and Citizens to make this happen.
 - B. Secondly we need at least three 3500 gallon tankers to provide the additional water required by NC Dept of Insurance for the required fire load of the said structure.
 - C. Thirdly we need the additional funding to Purchase these tankers through (Grants, Donations, Financing etc.)
5. What will this project cost and how do we pay for it?

Each tanker will run around \$280,000.00 dollars each for a total of \$ 840,000.00 the cost includes the Tankers as well as all equipment needed for many different task this truck could be used for in serving our citizens. Our goal is ultimately seeking Grants to cover the majority if not all of the expenses.

6. Why are we asking for additional funds separate from the 4 cent avalourim already provided?

The Fire Commission is committed to following the Contracts which we are under. These trucks are not equipment needed for providing fire protection under the contract, but to provide the initial large volume of water for fires that our county Hydrants cannot at the present time do. In order to get the ratings we need we have to have a consistent means of water supply at all times across the county. Currently now you have areas without Hydrants, areas with too small of lines which prohibits an adequate source of water. We feel it is the cheapest but most logical way to get the water flow we need throughout the county to enable us to lower our county wide insurance rating. It would cost Billions to upgrade our water system to produce the proper amount of water and have the proper amount of Fire Hydrants to cover our properties according to NC Dept. of Insurance regulations.

REMBER WE NEED VOLUME NOT PRESSURE AT OUR HYDRANTS!!! You can force more pressure through smaller lines but you cannot get the volume with out the larger lines.

EXAMPLE: Our lines we currently have run throughout our county are 4 and 6 inch. With our water towers being so far apart the smaller lines just will not give the proper volume of water needed at a Hydrant miles from a water tower. To install an 8 inch line today is around \$18.00 per ft, a Hydrant installed is around \$3200.00 each. This does not even include a price on the additional Water Towers that would be needed to aid with these additions. If you add up the miles where we need bigger water lines and Hydrants in our county your cost gets way up over what the Tankers would run.

7. Who will maintain the equipment when purchased?

The fire Departments where these trucks are stationed will assume all up keep and expenses on this Equipment.

8. What are our Options?

- A. Acquire the needed tankers to be placed throughout the county at the Fire Departments designated by the Fire Commission.**
- B. Bring our water system up to standards to be not only a drinking water system but also a firefighting water system.**
- C. Do nothing leave it like it is.**

Summary

Our goal as a Fire Commission is to help each Homeowner who has an Insurance Policy to receive a discount on their premiums. To allow those who could not afford policies before now be able to afford them due to the reduction in cost by dropping the County wide ISO Ratings. To help our County increase revenues back to Our Citizens that could possibly be spent here in the county. It would definitely be a source of Economic development. By doing this it would help our county look more attractive to build and moving into with these lower insurance ratings. We are committed to doing the necessary leg work to insure we get the lowest rate possible. Our goal for our county 5 mile Fire Districts is a (6) rating where we currently have a (9S). (See back page for breaking down of the insurance cost of the different ratings).

As always we are thankful for the Support Our Commissioners give us. We sincerely ask your support for this project together to make this one a Win!!! Win!!! for our citizens and Our Counties future Growth.

Currently our County Fire Departments can give the Following ratings from their Stations if a rated Hydrant is with in a 1000ft of the Residence.

<u>Department</u>	<u>5miles</u>	<u>5 to 6 miles</u>	<u>6 miles plus</u>
1. Plymouth	06,9s	9E	10
2. Roper	06,9s	9E	10
3. Creswell	07, 9S	9E	10
4. Mid County	9S	9E	10
5. Lake Phelps	9S	9E	10

The Goal of our Water Shuttle Districts would allow all the Departments in the county to give a class 6 insurance rate 5 miles or less from the station. The 5 to 6 and 6 plus miles from station would stay the same.

Fire and Theft Only

<u>Home Values</u>	<u>Class of Ins.</u>	<u>Miles from Fire Dept.</u>	<u>Insurance Cost</u>
\$ 40,000.00	06	5	\$197.00
40,000.00	07	5	\$352.00
40,000.00	9S	5	\$508.00
40,000.00	9E	5-6	\$508.00
40,000.00	10	+6	\$754.00
\$ 75,000.00	06	5	\$267.00
75,000.00	07	5	\$474.00
75,000.00	9S	5	\$681.00
75,000.00	9E	5-6	\$681.00
75,000.00	10	+6	\$1010.00
\$100,000.00	06	5	\$300.00
100,000.00	07	5	\$529.00
100,000.00	9S	5	\$759.00
100,000.00	9E	5-6	\$759.00
100,000.00	10	+6	\$1124.00
\$280,000.00	06	5	\$670.00
280,000.00	07	5	\$1177.00
280,000.00	9S	5	\$1684.00
280,000.00	9E	5-6	\$1684.00
280,000.00	10	+6	\$2490.00
\$400,000.00	06	5	\$ 904.00
400,000.00	07	5	\$1585.00
400,000.00	9S	5	\$2226.00
400,000.00	9E	5-6	\$2226.00
400,000.00	10	+6	\$3348.00

Commissioner Phelps made a motion approve funding \$1,500 to hire a grant writer to write grants to fund the water shuttle trucks for the Fire Commission. Commissioner Walker seconded, motion carried unanimously.

CREATION OF A WATER COMMITTEE: Chair Johnson spoke to the Board on a need to create a Water Committee. This Committee will be a working group that will work on ways to tweak the Water Rules & Regulation Ordinance. They will be responsible for creation of a document that clearly states water procedures and policies along with customer responsibility to better communicate and educate customers on water policies. The four cases on file will also be re-visited.

1. One Commissioner
2. Water Facilities Manager (Lou Manring)
3. Accounts Receivable (Janet Robertson--advisory)
4. Finance Officer (Frank Milazi)
5. Attorney (Curtis Potter advisory)

Commissioner Sexton said the County doesn't need to be caught in the situation it's in now with troublesome water bills so he feels the Water Rules & Regulation Ordinance does need to be tweaked.

Commissioner Manning made a motion to approve the creation of the Water Committee and of Commissioner Walker to be on this committee as described above. Commissioner Phelps seconded, motion carried unanimously.

STRATEGIC PLAN UPDATE DISCUSSION: Chair Johnson stated that the current strategic plan for the County was written in 2006. It needs updating. The County needs to come up with something more realistic. Commissioner Phelps said the strategic plan should be a living breathing document and would like for the document to be updated. Commissioner Phelps went on to say that the UNC-SOG has some interns that can help work on updating the document. The interns would talk with the manager and the Board and possibly have a retreat. It will be important to have someone from the School of Government to help the County see its needs in a strategic plan. Commissioner Phelps said as elected leaders they need to move the County forward. Mr. Rhodes said that in 2006 the plan did sound like it would take the county forward, however, with the economic situation changing in 2008 and beyond, the county's 20 year plan has become outdated and unrealistic.

Commissioner Phelps made a motion to move forward with using the UNC-SOG intern's assistance in creating a new strategic plan for the County. Commissioner Walker seconded; motion carried unanimously.

COUNTY WEBSITE REDESIGN: Commissioner Phelps told the Board that the County's website is outdated. Commissioner Phelps feels the County should go out for bid for a new design. Ms. Bennett spoke to the Board about Washington County's website versus neighboring county's sites such as Martin, Tyrrell and Beaufort. Ms. Bennett stated that the County's webpage is very stagnant and need rejuvenating. Ms. Bennett would also like to have access to the website to be able to add and delete some items on the website (which she cannot do presently.)

Commissioner Manning made a motion to approve going out for bid to get quotes on the redesign of the County's website. Commissioner Phelps seconded, motion carried unanimously.

EMPLOYEE EVALUATIONS: Commissioner Phelps spoke to the Board regarding County Employee evaluations, Board Appointed evaluations and self-evaluations of the Board.

Commissioner Phelps would like the Board to compile the evaluations. He encouraged the Commissioners to take home the copies he distributed to them for review and discuss at the next meeting.

GUIDEBOOK FOR APPOINTED BOARDS AND COMMISSIONS: Commissioner Phelps spoke to the Board regarding the County Clerk creating a Guidebook for Appointed Boards and Commissions in Washington County similar to the one from Cumberland County that was presented.

Ms. Kim Cotton-West addressed the Board and said the guidebook would be something that could go on a new website utilizing technology and saving cost.

Commissioner Phelps made a motion to approve the creation of the Guidebook for Appointed Boards and Commissions to be available electronically. Commissioner Sexton seconded, motion carried unanimously.

BOARD & COMMITTEE APPOINTMENTS: The following Board/Committee appointments/re-appointments were requested:

Travel & Tourism Authority (TTA)

The Board of Commissioners need to appoint a Commissioner to serve on this Board. The TTA meets every third Tuesday of the month from 11:00 am – 1:00 pm.

Commissioner Sexton made a motion to appoint Commissioner Julius Walker, Jr. as the Commissioner Representative on the Travel & Tourism Authority board. Commissioner Phelps seconded, motion carried unanimously.

Washington County Planning Board

The Planning Board is recommending the appointment of Rosalind Shields to the Planning Board since Ms. Mary Hill resigned her position on the Planning Board.

Commissioner Walker made a motion to appoint Ms. Rosalind Shields to the Planning Board. Commissioner Sexton seconded, motion carried unanimously.

Local Firefighter's Relief Fund Board

Lake Phelps Volunteer Fire Department Chief Dwight Davenport, recommended the appointment of Mr. James Bradford Phelps to the Local Firefighter's Relief Fund Board, replacing Mr. Doug Patrick.

Commissioner Sexton made a motion to approve Mr. James Bradford Phelps to serve on the Local Firefighter's Relief Fund Board. Commissioner Manning seconded, motion carried unanimously.

FINANCE OFFICER'S REPORT: Mr. Milazi stated that the auditors will be here on September 8. Also, the County received a letter from the State saying that the County needs to

make the TTA an entity on its own, similar to how the County handles the ABC Board. The TTA has to have its own bond. The County has not been charging the TTA for doing their payroll. The County will start charging the TTA for doing their payroll and the County will have a contract with the TTA. The auditors will start charging the TTA a fee for auditing them also.

Mr. Milazi discussed the report he distributed at the meeting. Commissioner Phelps asked if EMS is staying within their budget. Mr. Milazi replied that EMS is doing well. Mr. Rhodes stated that next month he hopes to be able to bring to the Board ways to improve and enhance tax collections.

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

Chair Johnson mentioned that Recreation surveys were on each chair tonight in the Commissioners' Room. Chair Johnson asked that everyone please fill one out and return it to the County Manager's office.

Mr. Rhodes distributed a new statistical report that will be in the Board's packages each month.

Mr. Rhodes mentioned a couple of things that were in his monthly report: The Northeast Alliance has taken the place of the Northeast Commission. They will have the same goal. Mr. Rhodes was asked to serve on the newly created Board for the Northeast Alliance. Mr. Rhodes also noted that in his report there was some information regarding Cooperative Extension.

Commissioner Phelps said he referred Christy Rioli from UNC-SOG to Mr. Rhodes regarding a team of 3-4 graduate students taking on an economic development project in Washington County. The graduate students will come up with a budget and suggestions for making the Commerce Building more marketable. Commissioner Phelps has already shared the 20 year plan with them as a point of reference.

Mr. Rhodes told the Board that a joint meeting needs to be set up with Martin County regarding merging with them on a 911 Call Center feasibility study. Commissioner Phelps asked should this should be pursued now or later since the 911 Call Center is under the Sheriff's Dept. and this an election year. Mr. Rhodes is recommending this for the future. Commissioner Sexton asked what the advantage of the two counties merging is. Mr. Rhodes stated that the State is encouraging counties to merge and offering cost saving incentives to do so. Commissioner Phelps would like to have Chief Deputy Floyd, Sheriff Ross, Delisa Johnson, John Flemming and Ann Keyes involved. The Board would probably have to call a special meeting for this discussion. Mr. Rhodes will see what dates the Martin County Commissioners are available.

Mr. Larry Jones, Golf Road, Plymouth asked about the sweepstakes law. Chair Johnson said it is up to the DA in the area whether or not they are prosecuting people who violate the sweepstakes law.

Ms. Bennett noted that the Commissioners have received an invitation to be in this year's Roper Peanut Festival parade on Saturday, September 13 beginning at 11:00 am. If any of the

Commissioners would like to participate please let the Clerk know as soon as you can and she will RSVP for you.

Chair Johnson has been nominated as a member of the NACo Human Services and Education Steering Committee for the 2014-2015 term.

Clerk to the Board, Julie J. Bennett was sworn in as Secretary for the North Carolina Association of County Clerks at the Clerks' Executive Committee meeting during the Commissioners' Annual Conference in Asheville on August 15, 2014.

Chair Johnson thanked Rebecca Liverman for sending Dylan Spruill to the NCACC Youth Summit during the NCACC Annual Conference. Chair Johnson said he was a great addition. Chair Johnson also said that Washington County had a student win a \$1000 scholarship from NCABCO.

Commissioner Phelps said he is continuing to work on getting the Scuppernon Drainage Committee together.

Commissioner Phelps made a motion to go into Closed Session pursuant to NCGS §143-318.11 (a) (3) (attorney client-privilege), NCGS §143-318.11 (a) (4) (economic development) and NCGS §143-318.11 (a) (6) (personnel). Commissioner Sexton seconded, motion carried unanimously.

At 10:00 pm, with no further business to discuss, Commissioner Manning made a motion to recess the meeting. Commissioner Sexton seconded, motion carried unanimously.

Tracey A. Johnson
Chair

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