

September 9, 2014

The Washington County Board of Commissioners met in a recessed session on Tuesday, September 9, 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 and Finance Officer Frank Milazi. County Attorney Curtis Potter was unable to attend.

Chair Johnson called the meeting to order

ADDITIONS/DELETIONS: Chair Johnson added a Closed Session under NCGS 143-318.11 (a) (4) economic development and added Item 5—Other Items by Commissioners, County Manager, Clerk or Finance Officer.

LIBRARY ROOF DISCUSSION: Mr. Russell Pearlman, The Wooten Company, spoke to the Board regarding the design of the new library roof. Only the design of the single roof was in the scope of work to be done, but The Wooten Company did discuss the roof over the children's section of the library. (There are two roofs). There is no slope requirement on a membrane roof. A membrane roof is tighter than a metal roof or a shingle roof. A heat welded membrane roof has leaves of wax that are overlaid and melted together and when they cool there is no seam. The wax is hardened and seamless. "Seams" are applied later for appearances. Mr. Pearlman told the Board that he feels the membrane roof is the best option for the library. Mr. Pearlman said he usually designs roofs himself but because he cares about keeping the books dry and the damage that had been on the building in the past, he hired a roofing consultant to help him with Washington County's library project. Mr. Pearlman stated he would use a metal roof when appropriate but he wants a roof that is as tight and weatherproof as can be on the library. Commissioner Phelps asked about the warranty. Mr. Pearlman said the membrane roof carries a 20 year warranty. Commissioner Sexton asked about the comment made that the heating system was not going to be moved to put on the new roof. Mr. Pearlman said that the AC system sits on a curve on top of the roof. The uniform membrane will go up and over the curve that the system sits on and will be re-flashed and sealed. The low bidder included this in his bid since it was in the scope of work. Mr. Pearlman said he feels it will not draw attention that the roof is not a metal roof. Commissioner Phelps asked if Ms. Amy O'Neal (librarian) or Mr. Russell Lee (library board member) had any questions for Mr. Pearlman. Mr. Lee still has an interest in the metal roof; however, Chair Johnson said the County must move on using the grant funds. Commissioner Manning asked had this presentation been made to the County Manager or staff. Mr. Pearlman stated that he had a meeting on June 22 with library members and County staff. Mr. Rhodes said that Mr. Potter has been the one in most contact with Mr. Pearlman. Construction documents were sent to the County Manager's office. Mr. Lee asked if Curtis Construction has experience in putting on membrane roofs. Mr. Pearlman asked the roof engineer to write in his specification that only the bidders who were certified for 5 years be allowed to bid on this project. Mr. Pearlman said he prescreened the eligibility of the bidders. Mr. Pearlman said there are three (3) steps on this project. The roof is first priority--that's what the County received the grant for. Step two (2) is the elimination of the asbestos in the building. Commissioner Sexton said the County's local asbestos inspector said that the affected area does not have to be pulled out. Mr. Pearlman said that when doing work on the renovation, there is an area is that is susceptible to becoming friable and the asbestos would have to be removed professionally. Mr. Pearlman would like for the County not to have to worry about asbestos—but he doesn't want to just do part of work. Mr. Pearlman doesn't have the cost of what the asbestos removal would be. Asbestos is in the floor tile and the glue that holds the

tile down. Step three (3) is renovations to get offices in the right places and spruce up items that have been water damaged. Ms. O'Neal noted that the regional offices of the library are located here. That is the area where the asbestos is. Ms. O'Neal wants the patrons to be able to see that something visible was done with the grant money. Commissioner Phelps is concerned that Steps 1 and 2 would not leave money for Step 3. Mr. Pearlman can structure the bids with that in mind--how much would it cost to remove asbestos in the areas they must take it out of and the areas they would like to take it out of.

Commissioner Sexton made a motion to approve Curtis Construction Company as the low bidder on the library roof project and move forward with the membrane roof. Commissioner Walker seconded, motion carried unanimously.

WASHINGTON COUNTY LEGISLATIVE GOALS: Ms. Bennett mentioned to the Commissioners that the deadline is September 19 for turning in the County's legislative goals. Cumberland County sent an e-mail asking Washington County to add their goal regarding using LME/MCO's current model to our legislative goals. Chair Johnson noted that the County moved from being with Tideland to Albemarle and now we are with ECBH. Commissioner Phelps said this is a statewide effort and all counties are being asked to support this. Chair Johnson said the new incoming NCACC president has this as an initiative---helping the MCO's.

The Commissioners agreed to join Cumberland County with their legislative goal.

Commissioner Phelps said Washington County does not need to lose any more lottery dollars. Washington County needs to make sure the amount the County's receive is not cut. Chair Johnson stated that counties used to receive 40% of the lottery dollars and now the amount received is down to 17%.

Commissioner Manning wondered about having a regional health department and is concerned about our rural hospitals.

Commissioner Phelps also stated that after listening to last week's presentation from the Fire Commission that having the water shuttle trucks will impact only up to a 6 mile radius. Could we get legislation passed to go past 6 miles?

Mr. Rhodes will write a letter to the NCACC stating the legislative goals mentioned here from Washington County.

URGENT REPAIR PROGRAM (URP) 14 PROCUREMENT/DISBURSEMENT & ASSISTANCE POLICIES: Ms. Bennett spoke to the Board regarding the upcoming Urgent Repair Program (URP) 14. Washington County is requesting residents that are very low income homeowners with urgent housing repair needs to apply for housing repair assistance. Applications can be obtained by contacting Julie Bennett at (252) 793-5823 or at the County Manager's Office, Washington County Administration Building located at 116 Adams Street, Plymouth, NC. The deadline to submit an application is October 15, 2014 at 5:00 pm. Washington County will select approximately thirteen (13) dwelling units to receive housing rehabilitation assistance. Eligible households must be very low income, owner occupied, have an urgent repair need, have a special need; elderly (\geq 62 years of age), handicapped or disabled, single parent, EDL child or large household (5 people or more) and be within the County limits. A household is determined to be very low income based on the following income chart:

**2014 North Carolina Non-Metropolitan Income Limits for the
Washington County Urgent Repair Program**

Number in Household	50 % of Median (Very Low Income)
1	\$19,700
2	\$22,500
3	\$25,350
4	\$28,150
5	\$30,400
6	\$32,650
7	\$34,900
8	\$37,150

The Washington County Urgent Repair Program (URP 14) is financed with \$100,000 of Urgent Repair Funds received by Washington County from the North Carolina Housing Finance Agency. The County Manager’s Office will have applications available beginning Monday, September 15, 2014.

Commissioner Phelps made a motion approve the Urgent Repair Program (URP) 14 Procurement/Disbursement and Assistance Policies. Commissioner Sexton seconded, motion carried unanimously.

SENIOR CENTER: Mr. Rhodes spoke to the Board saying that the Washington County Senior Center Advisory Board has approached him regarding moving the supervising of the Washington County Senior Center from DSS to the County Manager’s office. He met with the Senior Center Advisory Board and heard their concerns. No significant issues were discussed but the major request was to come back under the direct supervision of the County Manager’s office rather than under DSS as it is now. The Senior Center was moved approximately 4 years ago from under the County Manager’s office to DSS. Commissioner Manning asked Ms. Rhonda Woolard, DSS Director, if she sees any problem with having the Senior Center under DSS. Ms. Woolard had approached Mr. Rhodes about the Senior Center since Michael Todd-Stone became a Department Head. Ms. Woolard thought that the move of the Senior Center under DSS was intended to be temporary. DSS has worked to get the Senior Center back up to par. The Senior Center has more participants and new programs. Ms. Woolard went on to say that being under the supervision of DSS it’s harder for the Senior Center to be included in activities due to their physical location. One of the reasons Ms. Woolard had previously discussed with Mr. Rhodes for the Senior Center to be moved back under the supervision of the County Manager was because of the skills/ability of the current Senior Center Director. Whoever runs the Senior Center needs to hire qualified employees. Ms. Woolard stated she was not advised of the letter from the Senior Center Advisory Board so she does not know the concerns of the Senior Center Advisory Board. Ms. Woolard’s recommendation is for the Senior Center to be under the County Manager’s office and the Senior Center Director being a department head. Commissioner Sexton asked if it would help get more grants for the Senior Center if it was under the County Manager’s office. Mr. Rhodes said the County Manager’s office would be involved in grants for Senior Center regardless of who supervises it. Ms. Woolard stated that since the current Senior Center Director, Michael Todd-Stone is relocating, now would be a good time for personnel changes. Mr. Rhodes said it would be good so that he could be responsible for hiring a new Senior Center Director. Ms. Woolard said whether DSS or the County Manager’s office is over

the Senior Center, a qualified individual needs to be hired. Chair Johnson asked how much work is it to transition the Senior Center from DSS to the County Manager's office. Ms. Woolard said it will be a process and how business is handled with DSS. Ms. Woolard said that she and Mr. Rhodes would work together on the transition. Ms. Woolard said that the Senior Center Advisory Board by-laws would need to change because now they say for the Senior Center Advisory Board to report requests/issues to the Commissioners. The by-laws would need to be changed to show the chain of command (if under DSS) to report requests/issues to the Senior Center Director, then to the DSS Director and then the County Manager. Chair Johnson said this discussion tonight is for information. The Commissioners would like to hear from the Senior Center Advisory Board Chair, the Senior Center Director and the DSS Director. Ms. Bennett was asked to put this on the October agenda.

OTHER ITEMS BY THE COMMISSIONERS, COUNTY MANAGER, CLERK OR OTHERS: Mr. Rhodes asked Ms. Woolard if there were any updates on the Senior Center fire. Ms. Woolard said the insurance adjuster will be coming tomorrow. Chair Johnson asked when the Senior Center might re-open. Ms. Woolard stated that she doesn't have that answer yet. Ms. Woolard mentioned that the building still smells like smoke even though Facilities is running fans and opening windows to help air it out. Ms. Woolard is not comfortable having seniors back in there yet.

Commissioner Phelps reminded everyone that next Friday, 9/19/14 is the Day of Dialogue –Enhancing Access to Care in Washington County. The Martin-Tyrrell-Washington County Health Department received a grant from NACo and there will be a community dialogue on how to improve health in the County. This event will take place at the Vernon James Center in Roper beginning at 8:30 am.

Commissioner Phelps also noted that Lydian Altman and her intern from UNC-SOG will be here to meet with Mr. Milazi and others on Friday September 26, 2014 at 11:00 am -1:00 pm to have a brainstorming session on updating the County's strategic plan.

Commissioner Manning made a motion to go into Closed Session pursuant to NCGS §143-318.11 (a) (4) (economic development). Commissioner Sexton seconded, motion carried unanimously.

At 8:30 pm with no further business to discuss, Commissioner Manning made a motion to recess the meeting. Commissioner Phelps seconded, motion carried unanimously.

Tracey A. Johnson
Chair

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