

November 18, 2015

The Washington County Board of Commissioners met in a recessed session on Wednesday, November 18, 2015 at 5:00 PM in the Commissioners' Room, 116 Adams Street, Plymouth, NC. Commissioners Johnson, Manning, Phelps and Walker were present. Also present were Commissioner/Interim County Manager Bill Sexton, Clerk to the Board Julie J. Bennett, County Attorney Curtis Potter and Finance Officer Frank Milazi.

Chair Sexton called the meeting to order.

ROANOKE CHOWAN COMMUNITY HEALTH CENTER LETTER OF INTENT:
Mr. Potter spoke about the letter of intent (below) for RCCHC to operate the Washington County Rural Health Clinic.

COUNTY OF WASHINGTON BOARD OF COMMISSIONERS		
<small>COMMISSIONERS: WILLIAM "BILL" R. SEXTON, JR., CHAIR D. COLE PHELPS, VICE-CHAIR TRACEY A. JOHNSON BUSTER MANNING JULIUS WALKER, JR.</small>		<small>ADMINISTRATION STAFF: WILLIAM "BILL" R. SEXTON, JR., INTERIM COUNTY MANAGER JULIE J. BENNETT, CMC, NCCC CLERK TO THE BOARD jbennett@washcom.org CURTIS S. POTTER COUNTY ATTORNEY cpotter@washcom.org</small>
<small>POST OFFICE BOX 1007 PLYMOUTH, NORTH CAROLINA 27962 OFFICE (252) 793-5825 FAX (252) 793-8883</small>		
November 18, 2015		
<p>Re: Letter of Intent Supporting the Operation of the Washington County Rural Health Clinic (the "Clinic") by the Roanoke Chowan Community Health Center ("RCCHC")</p>		
<p>To Whom it May Concern:</p>		
<p>This letter serves to confirm the unanimous support of the Washington County Board of County Commissioners to partner with Roanoke Chowan Community Health Center (referred to herein as "RCCHC") a Federally Qualified Health Center based in Ahoskie, North Carolina.</p>		
<p>The main purpose of this partnership will be to utilize the Washington County Rural Health Rural Health Clinic facility (referred to herein as the "Clinic") located in Creswell, North Carolina, as a point of access for providing primary healthcare, pharmacy, and other critical healthcare services to benefit and improve the health and wellbeing of the citizens of central and eastern Washington County and surrounding areas which historically suffer from a lack of available basic healthcare services.</p>		
<p>The secondary purpose of this partnership will be to utilize the successful operation of the Clinic as an anchor for encouraging community development and fostering economic development opportunities.</p>		
<p>The historical background of the Clinic and the current healthcare synopsis for Washington County is outlined in an attachment entitled "Washington County Rural Health Clinic Background & Healthcare Synopsis" which is incorporated into this letter by reference.</p>		
<p>In April of 2015 Washington County began an intensive search for a viable partner to provide medical services at the Clinic after the previous tenant requested that their lease be terminated early due to financial hardships. After considerable due diligence including consultations with the Golden LEAF Foundation, the North Carolina Office of Rural Health, and multiple meetings with various private and non-profit entities potentially interested in using the Clinic, the Board of County Commissioners determined that RCCHC is by far the most qualified, viable, and preferred partner to achieve its goals related to the use of the Clinic.</p>		

RCCHC's size, available resources, scope of operations, proximity to Washington County, experience serving similar patient populations utilizing a similar clinic based model, strong financial footing, quality leadership, and commitment to including and incorporating the values of each community in its service area within its overall mission and organizational culture, are among the many reasons for this determination.

In order to help facilitate this ideal partnership and to support RCCHC in its initial startup endeavors, Washington County intends to offer the following specific support to RCCHC:

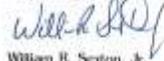
1. Entering into a formal Memorandum of Understanding outlining in writing the intent and specific parameters of the partnership to be formalized by no later than the Board's first regular meeting in January, 2016.
2. Entering into a three (3) year lease agreement with RCCHC to use the Clinic to provide a certain level of healthcare services to the community in lieu of monetary rental payments. Washington County intends to negotiate with RCCHC in good faith to agree upon a reasonable monetary rental payment with RCCHC for its continued use of the Clinic.
3. To work closely and in good faith with RCCHC to support its operations and mission as they relate to the use of the Clinic facility to provide healthcare services in Washington County, and to assist in facilitating any negotiations for additional support from, or partnerships with, private, non-profit, or governmental parties.

For the reasons described above, the Washington County Board of County Commissioners is strongly committed to building a long term and mutually beneficial partnership with RCCHC.

To that end, during its meeting held on November 18th, 2015, the Board authorized this letter to be executed by its Chair on its behalf, and to be transmitted to RCCHC in order to show its unanimous support for this partnership, and to be included in any materials that RCCHC may desire to submit to third parties in support of applications RCCHC may make for additional grant funding or other support for its anticipated operation of the Clinic.

If you have any questions or concerns, please do not hesitate to contact any member of this Board through its Clerk, Julie Bennett at the information shown in the letterhead.

Respectfully Yours,



William R. Sexton, Jr.
Chair, Board of County Commissioners
Washington County

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Commissioner Phelps stated that this is an exciting time and commended Mr. Potter on the work he has done on this and it will help the community immensely.

Commissioner Phelps made a motion to approve the letter of intent for RCCHC to operate the Washington County Rural Health Clinic. Commissioner Johnson seconded, motion carried unanimously.

ARSWA MEETING UPDATE: Mr. Potter stated that he sent letters to the three towns regarding them joining ARSWA. The Town of Creswell has approved joining ARSWA. The Town of Roper will review the letter after new Mayor is in office and the Town of Plymouth has asked Mr. Potter to attend their December Town Council meeting to explain it to them. Mr. Potter noted that tomorrow is the ARSWA meeting. Mr. Potter and Interim County Manager/Commissioner Sexton will be attending. All counties will be in attendance (Hyde County by phone). Mr. Potter is hopeful that everything will be signed off on after the Towns' approvals.

PLYMOUTH MUNICIPAL AIRPORT TIMBER BID: Mr. Potter reminded the Board that the County put out for upset bids for the Plymouth Municipal Airport Timber and received no more other than the original one for \$29,000. Commissioner Johnson asked how many acres is the County looking at cutting. Mr. Potter said 21 acres. Commissioner Phelps asked why this is coming back to the Board. Mr. Potter explained the resolution said it would come back before

the Board for acceptance. The County did have some inquiries but no more bids. Commissioner Manning said he was not comfortable with how the County did this. He feels that more money could be gotten for the timber. Mr. Potter said the current bid expires on November 28; however, he could ask for an extension of it from the bidder. Mr. Potter reminded the Board that this did start as a 5 acre project and then the County added to it.

Commissioner Manning asked to table this issue until he can do some research. The Board agreed to table this issue.

SOUTHERN BANK: Commissioner Phelps said that at the last meeting, county staff said there were no local banks that wanted to work with the County. Commissioner Phelps stopped by Southern Bank and talked to Ms. April Stotesberry. Ms. Stotesberry said that Southern Bank is very interested in servicing the County. Chair Sexton said one issue that Mr. Milazi brought up to him was the signature process. Why won't the County stand for itself? Why does Southern Bank need someone's personal information? Ms. Stotesberry said it was due to the Patriot Act and the CIP. Ms. Stotesberry said she would be glad to ask for an exception. Chair Sexton said he met with Ms. Stotesberry also and he did see the form that the bank needed. Chair Sexton asked if Ms. Stotesberry would check on getting the exception. Ms. Stotesberry said she has shared info with Mr. Milazi regarding fees. Commissioner Phelps asked would the County be able to get change (the tax office needs this). Ms. Stotesberry said yes, anytime the County needs it. Southern Bank would just need to establish the demand. Commissioner Johnson asked could if Ms. Wilkins could send an estimate to the bank for a week's worth of change. Ms. Wilkins said it is not a standard amount and different times of year, different amounts could be needed.

Ms. Lori Martin, Vice-President of Southern Bank was in attendance also and reiterated that they would welcome the County's business. The Board recommended that the County staff work with Southern Bank on getting accounts there. The Board wants as much moved from PNC to Southern Bank and keep it local. Commissioner Phelps asked Mr. Milazi when we can start using Southern Bank. Mr. Milazi said as soon as the authorization to use the County Tax ID is approved.

ITEMS FROM THE FINANCE OFFICER: Mr. Milazi spoke to the Board regarding working with Wooten Company on getting a CDBG grant up to \$500,000 for demolition purposes/new economic sites--possibly taking down the building beside the County Administration building.

Mr. Potter said that the building is owned by two individuals and they would have to give the property to the town or the county before applying for this grant.

The Commissioners asked to have Ms. Billie Hansen of The Wooten Company to attend the December meeting to explain about the CDBG grant and asked Mr. Potter to ask the representatives from the towns to come and listen.

Mr. Milazi talked to the Commissioner's about the cost of autopsies increasing. The County has only budgeted \$1,000 in this year's budget for autopsies. Chair Sexton asked who authorizes the autopsies. Commissioner Manning asked if the County has an estimate of how much money would be needed. Mr. Potter said there is not an estimate because the Medical Examiner can't predict how many people will die or if they will need an autopsy. Chair Sexton

said the County (Sheriff's Office) has received a couple of bills for ~\$2,800. Several people can request an autopsy based on certain criteria (age and/or cause of death). Commissioner Manning asked when is the County required to pay. Sheriff Johnny Barnes said if the family requests it, the family pays. But if the Sheriff or the Medical Examiner requests the autopsy, then the County is responsible. Commissioner Phelps asked why the County is getting the bill a year later. Mr. Milazi is trying to figure that out.

The Board asked the Clerk to contact Mrs. Jennifer O'Neal (Washington County's Medical Examiner) and have her attend the December meeting.

Commissioner Phelps made a motion to go into Closed Session pursuant to NCGS §143-318.11(a)(3) (attorney-client privilege). Commissioner Walker seconded, motion carried unanimously.

Commissioner Johnson made a motion to go into Closed Session pursuant to NCGS §143-318.11(a)(6) (personnel). Commissioner Manning seconded, motion carried unanimously.

Back in Open Session Commissioner Walker made a motion hire Willie Mack Carawan, Jr. as Washington County Manager, effective January 4, 2016. Commissioner Manning seconded, motion carried unanimously.

Chair Sexton mentioned he was asked for a letter of support from the Board for the Brownfield program (regarding the old Georgia-Pacific barge site). **Commissioner Johnson made a motion to approve the letter of support for the Brownfield program. Commissioner Walker seconded, motion carried unanimously.**

Commissioner Manning spoke to the Board about the bridge replacement on 99 and Railroad Bed Road that will be coming in the near future. The detour will be 25 miles. He feels there should be a temporary bridge put up, but DOT doesn't like to do that. Commissioner Manning met with DOT today and made the request. Commissioner Manning said he may ask the Board for a letter of support for a temporary bridge at a later date.

Chair Sexton said he had an e-mail from a Department Head who asked to close their offices for 2 hours for a Department Christmas party. Chair Sexton said he has not replied to this yet because he wants the Board's opinion. The Board suggested Chair Sexton deny the request and let the Department Heads know that any Department Christmas party should be held after work (with no use of County funds) except for the Employee's Christmas Party sponsored by the Commissioners.

At 6:50 PM, with no further business to discuss, Commissioner Phelps made a motion to adjourn the meeting. Commissioner Walker seconded, motion carried unanimously.

William R. Sexton, Jr.
Chair

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