

June 13, 2017

The Washington County Board of Commissioners met in a recessed session on Tuesday, June 13, 2017 at 6:00 PM at the Commissioners' Room, 116 Adams Street, Plymouth, NC. Commissioners Johnson, Phelps, Riddick, Sexton and Walker were present. Also present were Interim County Manager/County Attorney Curtis Potter, Clerk to the Board Julie J. Bennett and Finance Officer Missy Dixon.

Chair Walker called the June 13, 2017 meeting to order. Chair Walker thanked everyone for attending tonight's meeting.

VOTING CREDENTIALS—2017 ANNUAL NACo CONFERENCE: Ms. Bennett noted that Commissioner Johnson will be attending the NACo Annual Conference being held July 21-24, 2017 in Franklin County (Ohio). It is important that each county participates in the Association's annual election of officers and policy adoption.

Commissioner Sexton made a motion to approve Commissioner Johnson as the delegate from Washington County with voting credentials at the NACo 2017 Annual Conference. Commissioner Riddick seconded; motion carried unanimously.

BUDGET WORK SESSION: Chair Walker asked Mr. Potter to start with the Governing Board's budget. Mr. Potter said that the Clerk to the Board requested \$35,000 for travel. Mr. Potter cut this back to reflect the current year's budget, which would allow two Commissioners to attend each meeting/conference.

Commissioner Phelps said the most beneficial conference to him is the NCACC Annual Conference. Three Commissioners attended last year. Commissioner Phelps said he knows that more than two will want to attend that conference. Commissioner Phelps stated he would be attending the NCACC Annual Conference. Chair Walker offered to back out and let someone else attend and bring the information back to the Board. Commissioner Johnson stated she will have a NCACC Board meeting there so she will need to attend. Discussion ensued.

Commissioner Sexton asked if the bill passed to reduce the RPO fees. Mr. Potter said those are now paid out of Central Services not the Governing Board's budget based on discussions from the previous year. Mr. Potter cut the Governing Board's Dues/Subscriptions budget to \$5,000. Before tonight's meeting, Mr. Potter asked Ms. Bennett to determine which ones are mandatory and which ones are not. Ms. Bennett discussed which ones were mandatory and which ones were not. Discussion ensued. It was agreed that the dues to the NC Association of County Commissioners, UNC School of Government, NC Association of County Clerks and International Institute of Municipal Clerks would continue to be paid as they are mandatory.

The Commissioners agreed on the following:
Cut all the funding for Roanoke River Partners
Keep the funding for the Albemarle Food Bank
Keep the funding for the Plymouth Food Pantry
Cut all funding for NC Agribusiness Council
Cut all funding for NC-20

Keep the funding for the NC Black Bear Festival
Keep the funding for the May Daze Festival
Cut all funding for the NCABCO

Mr. Potter went back to the \$15,000 allocation for travel/training. Commissioner Sexton said that he can't go to the NCACC conference due to the time of year. Commissioner Sexton said that the Commissioners get a County paycheck that could offset some of their travel expenses. Commissioner Phelps said he only wants to go to the NCACC conference. Discussion ensued. It was decided that Commissioners Johnson, Phelps, Riddick and Walker would all attend the NCACC Conference in Durham in August 2017.

Discussion ensued regarding the iPads that the Clerk put in the budget. Commissioner Johnson said the iPads would pay for themselves in terms of cost savings of paper, toner supplies and the Clerks time. The consensus of the Board was to leave the iPads in the budget.

Mr. Potter said the Board directed him to look for ways to save money. Mr. Potter said the County received the new revenue stream with the sales tax money and it does have restrictions. It can be used for education and economic development. Discussion ensued.

Commissioner Sexton asked how DSS was doing. Ms. Lynn Swett said expenditures have been less and so have revenues.

Commissioner Sexton asked about the landfill. Mr. Potter said the landfill fund is in the positive until the County starts to close the landfill, then there will be extra expenses and he feels that the sanitation fund is not strong enough. Mr. Potter has talked to the Public Utilities Director and cost allocation is received about a year later.

Commissioner Phelps said he doesn't like using money to pay off debt and would rather use it for schools or economic development.

Commissioner Phelps said the County hasn't been keeping any money in contingency so if it is cut out again this year, the County could save almost a penny. Discussion ensued.

Mr. Potter said the County has to have money for the backup PSAP. One cent of the proposed tax increase is for the backup PSAP.

Commissioner Phelps said to cut the contingency money. Commissioner Johnson said to keep it. Commissioner Sexton said if the County could trim it, we could save another penny. Commissioner Riddick said to cut it.

Commissioner Sexton said he sees on the spreadsheet that the tax collection looks higher than it has in the past. Mr. Potter said yes it is--it is at 95.5% this year. Commissioner Sexton asked what if the County got to 98%. Mr. Potter said it could garner~ \$167,000.

Commissioner Walker mentioned that Mr. Potter sent an email regarding the SRO at Creswell Elementary. The Sheriff said their office wants to cut the SRO position; however the School Board Chair wants to meet to discuss it and possibly cut the SRO at The Pines or at Roper Union. Discussion ensued. Commissioner Phelps said there should be a SRO at all 5

schools. Chair Walker agreed. Mr. Potter said it is revenue neutral. Currently he is leaving the 4 SRO's that we have in there.

Commissioner Phelps said there was a common theme in the budgets regarding leasing the copiers. Mr. Potter said that he and Ms. Dixon have discussed whether or not there were any copiers that could be let go. When leases are up, the County will go out for bids. Mr. Potter said he is waiting to get all copiers on one contract. Ms. Fikes said we have 18 copiers in the County. Commissioner Johnson said to look at purchasing copiers with a nominal fee for a maintenance contract with it instead of paying the lease price. Mr. Potter said he wants to make sure that employees have the tools they need to do their jobs.

Commissioner Phelps also asked about switching banks and bank fees. He said he sees the fees in the budget. Ms. Dixon said we have not switched banks yet. She said there is no way to know what the fees will be with a new bank until the bank knows the volume of money the County will be putting through the bank. Mr. Potter said if the County is committed to staying local, higher fees will be paid. Going to a larger bank with more resources would get the County lower fees.

Commissioner Phelps asked if the County completed changing over to the new server. Ms. Fikes said that has been completed.

Commissioner Phelps asked about the Probation building. Mr. Potter said the cost to retrofit the Strader building to put Probation in there with what they require would not be cost effective. Mr. Potter said it just makes good sense to leave things as they are right now. However, we should look at advertising the space in the Strader building.

Commissioner Johnson asked if Mr. Potter heard back from Dream Care Providers. Mr. Potter said yes we did and Ms. Dixon said that Finance received their check today.

Commissioner Phelps asked why Mr. Potter budgeted the MTW Health Department at the requested level. Mr. Potter replied that he did that because all of the other counties did the same.

Commissioner Sexton asked about EMS. Mr. Potter told the Board that Mr. Coccaro said what he needs most are heart monitors. There is still the need of a transfer from the general fund to balance EMS. Mr. Potter said he feels that EMS is getting better at being more efficient. Mr. Potter said he is still moving forward with Tyrrell County and the flat fee.

Commissioner Phelps asked Mr. Potter about the Senior Center and said he would like to see the furniture in the budget for the Senior Center – it's only \$2,000. Ms. Joyner said she has replaced the 1970's couch. The old one has been put on GovDeals.com. Commissioner Johnson asked Ms. Joyner how much she would need to replace the rest of the furniture. Ms. Joyner said approximately \$1,900. The Board requested Mr. Potter to put \$2,000 in the budget for furniture for the Senior Center.

Commissioner Phelps said he sees where DSS is asking for new computers. Last year it was denied and it is back in the budget this year. Ms. Swett said that new computers are required to use the NCFast program and be compatible. Commissioner Phelps said what happens if DSS doesn't get the new computers. Mr. Hardison said it would cause an issue with DSS and

the State and the County would not be able to keep up with the program. Ms. Swett did say that expense was 50% reimbursable.

Mr. Potter said the County has been making cuts in the County's budget for the past few years and this year is no different, but he said he doesn't want to cut services or positions. Some of our neighboring Counties are also raising their taxes this year. Washington County's next reval year is 2020 and that will impact our budget at that time, but we should be preparing for that in the upcoming years.

The Board asked Mr. Potter to try and find another penny.

Commissioner Phelps asked about the hospital pension—it is budgeted at \$300,000. Mr. Potter stated that \$252,000 was spent out of the pension this year. If no funding is put in the hospital pension, it will be depleted in two years. Mr. Potter is planning to meet with the State Treasurer and see if there is any option for the hospital pension plan to be tied into the State plan. Discussion ensued.

Mr. Potter told the Board that it was brought to Ms. Dixon's attention this week that the JCPC would like the County to sign off on their budget amendments electronically along with their quarterly account. Ms. Dixon said she could do this. The consensus of the Board was for the Finance officer to take care of this.

Mr. Potter mentioned he has a budget transfer from DSS and has the authority to sign, but wanted to make sure the Board was ok with it. Discussion ensued.

At 7:30 PM, with no further business to discuss, **Commissioner Sexton made a motion to recess tonight's meeting to Monday, June 19, 2017 at 6:00 PM in the Commissioner's Room. Commissioner Phelps seconded, motion carried unanimously.**

Julius Walker, Jr.
Chair

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