

April 2, 2012

The Washington County Board of Commissioners met in a regular session on Monday, April 2, 2012 at 6:00 PM in the County Commissioners' Room, 116 Adams Street, Plymouth, NC. Commissioners Alexander, Johnson, McCray, Manning and Sexton were present. Also present were County Manager David L. Peoples, Clerk to the Board Julie J. Bennett, Assistant County Manager/County Attorney Cheryl Young and Finance Officer Frank Milazi.

Chair Manning called the meeting to order. Commissioner Manning gave the invocation; Commissioner Alexander led the pledge of allegiance.

ADDITIONS/DELETIONS: Ms. Bennett requested an addition to the Consent Agenda: Resolution Concerning North Carolina's Sea-Level Rise Reports, Policies, and Monitoring Efforts.

CONSENT AGENDA: **Commissioner Johnson made a motion to approve the Consent Agenda with the addition of the abovementioned resolution:**

Consent Agenda

- a) Approval of Minutes
- b) Resolution Concerning North Carolina's Sea-Level Rise Reports, Policies, and Monitoring Efforts

Commissioner Sexton seconded, motion carried unanimously.

PUBLIC FORUM: James "Chubby" Arnold, Plymouth spoke to the Board regarding the area losing a business in town, the area's last full service gas station: McNair's Service Station. Mr. Arnold would like the Commissioners to go on record by calling the appropriate people and asking them to give Mr. McNair an extension on checking his underground tanks for leaks. Mr. Arnold stated that Mr. McNair feels that even though he has no leaks in his tanks, he is being asked to jump through hoops to make unnecessary changes.

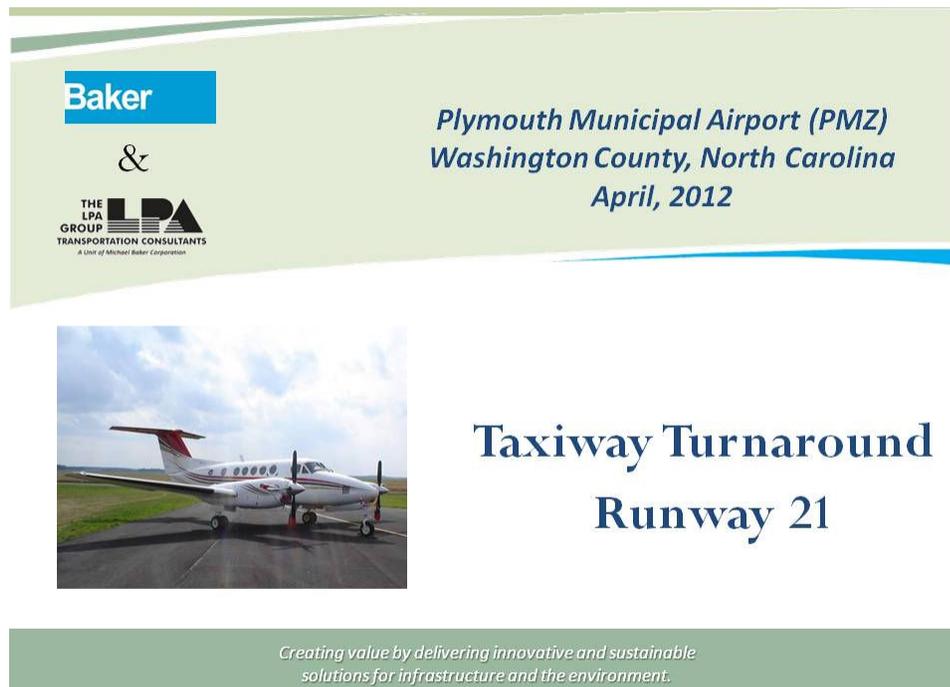
Commissioner Sexton stated that he talked to Mr. McNair today and Mr. McNair says he has the systems in place to monitor the gas; however they (DENR) want him to spend excessive amounts of money to inspect the tanks which would cost \$20,000 a tank. Commissioner Sexton commented about how tough that is on a small business. Commissioner Sexton noted that he in supports sending something to Raleigh. Other members of the Board were in favor also.

Commissioner Sexton made a motion to send a resolution to DENR requesting an extension on checking his underground text for leaks. Commissioner Alexander seconded, motion carried.

BOARD OF EQUALIZATION AND REVIEW: Ms. Bennett gave the oath to the Commissioners for them to convene as the Board of Equalization and Review. **Commissioner Johnson made a motion to convene as the Board of Equalization and Review. Commissioner Sexton seconded; motion carried unanimously.** Mr. Chip Main spoke to the Board and stated that there were no appeals at this point.

Commissioner Sexton made a motion to recess the Board of Equalization & Review until May 7, 2012. Commissioner Alexander seconded, motion carried unanimously.

TAXIWAY 21 TURNAROUND PROJECT UPDATE AND TRANSPORTATION IMPROVEMENT PROGRAM UPDATE: Mr. Jason Elliott of the LPA Group gave a presentation to the Board on the Taxiway 21 Turnaround Project. Mr. Jim Farthing, of Michael Baker Engineering was also in attendance.



Baker

&

THE LPA GROUP
TRANSPORTATION CONSULTANTS
A Unit of Michael Baker Corporation

*Plymouth Municipal Airport (PMZ)
Washington County, North Carolina
April, 2012*



**Taxiway Turnaround
Runway 21**

*Creating value by delivering innovative and sustainable
solutions for infrastructure and the environment.*

SAFETY

- Provides safe place for pilot to pull off, outside of Safety Area, to clear the runway for approaching or departing aircraft.
- Runway 21 end is more than 3,600 ft (nearly $\frac{3}{4}$ of a mile) from the taxiway that accesses the apron / terminal area.
- Provides easier / safer turnaround for larger planes that are preparing to take off or have just landed.



Current Project

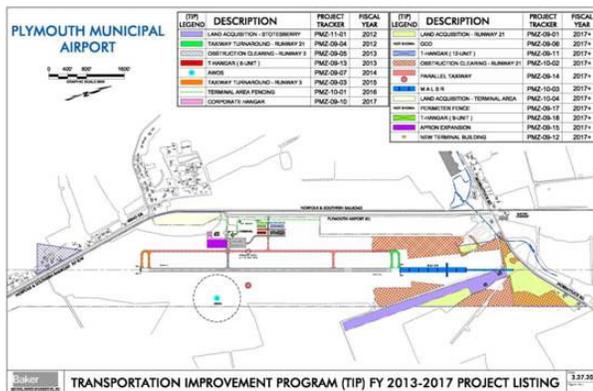


Ultimate Taxiway Layout



STATE FUNDING

- The North Carolina Division of Aviation (DOA) has been pushing the Taxiway Turnaround project because it is a safety need.
- State discretionary grant available for the project.
 - State will provide 90% of project cost.
 - County will be responsible for 10% match.



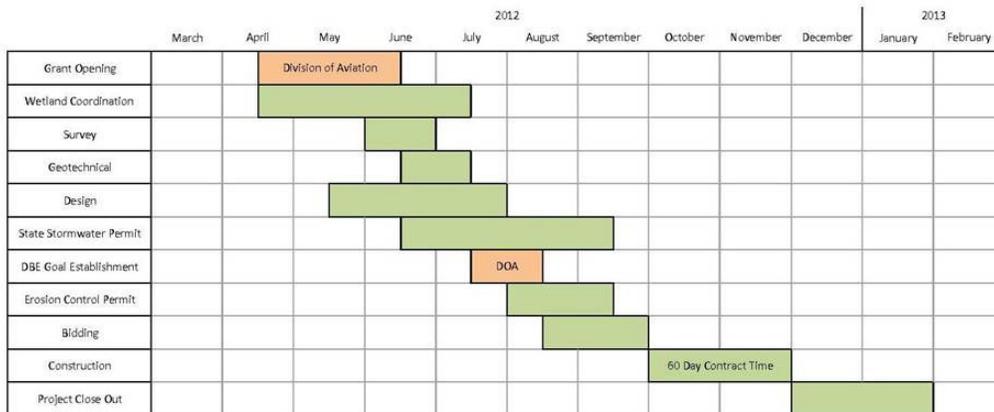
ESTIMATED PROJECT BUDGET

(A101) ADMINISTRATIVE EXPENSES		
Administrative		\$ 800
SUBTOTAL		\$ 800
(A102) PRELIMINARY ENGINEERING SERVICES BASIC FEES		
Survey		\$ 4,888
Geotechnical Investigation		\$ 3,421
Wetland Reverification		\$ 4,672
Water Quality Permitting		\$ 5,234
Land Quality Permitting		\$ 4,406
SUBTOTAL		\$ 22,621
(A104) ENGINEERING SERVICES BASIC FEES		
Final Design		\$ 27,844
Bidding		\$ 4,660
Printing and Postage		\$ 575
SUBTOTAL		\$ 33,079
(A105) PROJECT INSPECTION, QUALITY ASSURANCE, TESTING, OTHER		
Resident Representative		\$ 23,500
Quality Assurance Testing		\$ 7,500
Construction Administration		\$ 12,500
SUBTOTAL		\$ 43,500
(A106) CONSTRUCTION AND PROJECT IMPROVEMENT COST		
Taxiway Turnaround Construction		\$ 300,000
SUBTOTAL		\$ 300,000
GRAND TOTAL		\$ 400,000

Funding:

Federal Grant (90%)	\$ 360,000
Local Share (10%)	\$ 40,000
	\$ 400,000

Project Schedule



Mr. Elliott explained to the Board that the DOA has been pushing this upgrade for a while because it's a safety issue. This is a high priority project to the DOA. Mr. Elliott also stated that construction would take 60 days and that there would be minimal construction impact because there would be very little earthwork.

Mr. Elliott also shared with the Board that the DOA anticipates future Plymouth Airport construction in the hopes of having a parallel taxiway one day with an additional turnaround.

Mr. Elliott noted that there is \$400K available for this project: 90% from State and 10% from Washington County.

Mr. Elliott mentioned that the wetlands coordination expired in June 2011 and there were no issues; however, since it has expired it must be redone. Since the wetlands coordination was recently completed, it will reduce scheduled project time for this item. Construction should start in mid September 2012. The LPA Group won't send any invoices until the grant is opened.

Commissioner Alexander made a motion to approve the Taxiway 21 Turnaround Project and begin the design. Commissioner Sexton seconded. Before taking the vote, Commissioner Sexton asked what is the purpose of constructing this additional turnaround. Mr. Elliott stated it needs to be constructed for safety reasons and to be able to get future funding from DOA. Mr. Elliott also noted that this additional turnaround should have been done before the T-lane taxiway, but DOA did feel there was a need for the T-lane taxiway also. **The motion passed unanimously.**

Mr. Farthing spoke to the Board regarding the update to the Transportation Improvement Program (TIP) Update. The TIP is the same as from the previous year. This is a flexible document and one is completed for each public airport. Mr. Farthing explained to the Board that no funds will be expended by the approval of the TIP submittal.

Commissioner Alexander made a motion to approve the updated Transportation Improvement Program for submittal to the Division of Aviation. Commissioner Johnson seconded, motion passed unanimously.

GOVERNOR'S VOLUNTEER AWARDS: Ms. Bennett presented the Awards on behalf of Ms. Kathy Waters, Washington County's Governor's Volunteer Award coordinator, who could not be at tonight's meeting.

The Governor's Volunteer Service Award was first given in 1979. This year marks the 34th consecutive year of the award that honors people who have shown concern and compassion for their neighbors by making a significant contribution to their community through volunteer service.

This year Washington County has two recipients. The first is Whitney Swain. This young woman volunteers in not one, but three places. She does not allow the cerebral palsy she was born with to hold her back. For two years she has worked as a volunteer in the Hospital's Hospitality Shop. She makes a vital contribution there at a time when staffing has been hard to maintain, and she is vital to keeping the shop open. She also volunteers at the Chamber Office allowing the Executive Director flexibility in doing her job. Her presence allows the Chamber office doors to be open more hours. She also finds time to volunteer at the Cooperative Extension office serving as receptionist when needed. Whitney is nominated by Gail Spiewak, Jennifer Arnold and Rebecca Liverman.

The second volunteer recipient is Lois H. Davis. Lois Davis is a career educator who retired several years ago after a long and distinguished career. Instead of going home and

propping her feet up or resting on her laurels, she volunteers at Pines Elementary School assisting teachers and working one-on-one with students who need extra help with their reading skills. She has spent her life helping children become successful students. She has worked with children in 4-H, through her sorority, and also in her church. Her work doesn't stop with students. She also assists senior citizens through her church. In summary, Lois Davis is a person who is committed to helping others. She is nominated by Julius Walker.

RECREATION IN ROPER: Mayor Bunny Sanders addressed the Board and asked that at they consider a new approach regarding recreational funds in the budget. Mayor Sanders doesn't feel that Roper is receiving adequate funds for recreational activities and feels there is a more equitable and efficient way to distribute funds. Mayor Sanders would like to see the Board allocate a percentage of recreational funds for each town (to be set by the Board). Mayor Sanders stated that currently there is little or no recreation in Roper. Mayor Sanders requested 30% of the County's recreational funds be earmarked for Roper for such things as hiring a recreation director for the summer, offering pottery classes, tennis and baking. Mayor Sanders also noted that recreation shouldn't be limited to children; maybe there could be bingo for adults. Mayor Sanders recommended that each town submit their own budget for recreation and be responsible for it. (Mayor Sanders did say that she was speaking for Roper only, not Plymouth or Creswell.)

Chair Manning asked Mr. Randy Fulford, Recreational Director to speak to the Board on the participation from the three towns for recreational activities.

Mr. Fulford stated that children in Roper and Creswell are just not participating in recreational activities. For this past year, participation in Roper is as follows:

5 – 7 years old	4 participants
8 – 10 years old	9 participants
11–12 years old	10 participants
Over 12 years old	1 participant

Mr. Fulford stated that all programs that are available are listed on the internet such as volleyball in the Roper Elementary gym. Numbers for basketball participants this past year is as follows:

Plymouth	123 participants
Roper	24 participants
Creswell	2 participants

Mayor Sanders stated that kids aren't aware of the programs because they don't all have internet. Mr. Fulford stated that he goes to the schools to try to recruit kids. Mr. Fulford said that he also places advertisements in the local papers such as The Roanoke Beacon and the Washington Daily News and that he is even considering putting information in the Scuppernong paper.

Larry Jones, Plymouth asked if we charge our kids for recreation. Mr. Peoples stated that they pay a supplemental fee. Mayor Sanders said she feels that fee wouldn't be necessary if the towns were given an allocation to run their own program. Mr. Peoples asked Mayor Sanders if the Town of Roper would be willing to spend their tax money for these activities. Mayor Sanders said they don't have funding for such a program.

Mayor Sanders said her kids may want more programs with arts, pottery and music instead of sports.

Mr. Fulford said he has talked to some parents and some parents don't want to provide the transportation for their kids to participate in sports.

Chair Manning suggested Mayor Sanders and Randy Fulford meet with parents in Roper to see what the problems are regarding recreation. They agreed to do this.

TRAVEL & TOURSIM AUTHORITY (TTA) UPDATE: Mr. Tom Harrison spoke to the Board regarding Washington County's Travel & Tourism Authority. Mr. Harrison the Board, that with the help of the County Extension Director, Rebecca Liverman and Executive Director of the Chamber of Commerce, Jennifer Arnold a hospitality training program was designed and available for local business to take part in but there was limited participation.

Mr. Harrison mentioned that digital picture frames have been installed at the front desks of the hotels/motels in County and the TTA has received positive feedback.

Mr. Harrison noted that Raleigh TV station WRAL was here in the County and taped a program about the CSS Albemarle and they want to come back and do a program on the Black Bear.

The TTA is working on a new Washington County video. Mr. Harrison attended a Travel & Tourism conference a few weeks ago and was told that a person's attention span used to be 20 minutes, now it is 9 seconds! That makes it challenging to create a video to hold one's attention.

The TTA is working on placing a permanent billboard on the Tetterton land by the railroad tracks on Hwy 64 West and establishing a Paddler's club with events in this area. A restaurant list was just created with locations and days/hours of operation for businesses in the County. The TTA is going to take down existing pictures in local hotels/motels in the County and replace them with ones of Washington County. The TTA hopes to do the same in County restaurants in the future.

The TTA is working with DOT on remodeling the Highway 64 East Rest Area in Plymouth. Construction should begin in the 4th quarter of this year.

Mr. Harrison reported that Suddenlink Cable has contracted with the TTA to air 30 second info ads about Washington County.

Mr. Harrison explained to the Board about Alert Now, a company that citizens can use to sign up for service to receive alerts about area events on their phones. Citizens would be required to pay a \$10 fee to receive the alerts and the County must have 150 participants in order for Alert Now to provide the service.

Mr. Harrison made mention of the fact that considering the financial problems the Chamber of Commerce is experiencing, the TTA is considering partnering with the Chamber to pay the Executive Director's salary.

Mr. Harrison showed the Board a lengthy PowerPoint presentation he uses at meetings to promote areas in the County.

BOARD & COMMITTEE APPOINTMENTS:

a) **Eddie Smith Drainage Committee**

Selvie James and Steve Barnes' terms expired on the Eddie Smith Drainage Committee on March 1, 2012. Chair Guy Davenport has requested the reappointment of these two members.

Mr. James and Mr. Barnes have agreed to serve if reappointed.

b) **Senior Tar Heel Delegate and Area Agency on Aging**

Ms. Susan Scurria, Director of the Albemarle Commission's Area Agency on Aging has requested the reappointment of Gail Spiewak as the Senior Tar Heel Delegate and a member of the Area Agency on Aging. Her term expires March 31, 2012.

Ms. Spiewak has agreed to serve if reappointed.

c) **Planning Board**

Ms. Ann Keyes, Chair of the Planning Board has requested the reappointment of Julius Walker on the Planning Board. His term expires March 31, 2012.

Mr. Walker has agreed to serve if reappointed.

Commissioner Johnson made a motion to approve the membership of the abovementioned committees/boards as presented. Commissioner Alexander seconded, motion carried unanimously.

FINANCE OFFICER'S REPORT: Mr. Milazi distributed his Finance Officer's Report and discussed budget amendment 12130, Center for Human Services, +19,000.00.

Commissioner Johnson made a motion to approve budget amendment 12130 as presented. Commissioner Alexander seconded, motion carried unanimously.

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

- Ms. Bennett reminded everyone that the May 7, 2012 Board of Commissioners meeting will be held in the Strader Building at 6:00 pm.
- The NCACC District Meeting for our area will be held Thursday, April 26 at 5:30 pm at the Bob Martin Eastern Ag Center in Williamston. Commissioners Johnson, Manning and Sexton stated they would like to attend.

Commissioner Johnson made a motion to go into Closed Session pursuant to G.S. 143-318.11 (a)(6). Commissioner Sexton seconded, motion carried unanimously.

Commissioner Johnson made a motion to adjourn the meeting. Commissioner Sexton seconded, motion carried unanimously.

Buster Manning
Chair

Julie J. Bennett
Clerk to the Board