

September 4, 2012

The Washington County Board of Commissioners met in a regular session on Tuesday, September 4, 2012 at 6:00 PM in Commissioners' Room, 116 Adams Street, Plymouth, NC. Commissioners Alexander, Johnson, Manning, McCray and Sexton were present. Also present were County Manager David L. Peoples, Clerk to the Board Julie J. Bennett, Finance Officer Frank Milazi and Assistant County Manager/County Attorney Cheryl Young.

Chair Manning asked for a motion to adjourn the recessed August 20, 2012 Board of Commissioner meeting. **Commissioner Sexton made a motion to adjourn the recessed August 20, 2012 Board of Commissioners meeting. Commissioner Alexander seconded, motion carried unanimously.**

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

ADDITIONS / DELETIONS:

CONSENT AGENDA: Commissioner Sexton made a motion to approve the Consent Agenda as follows:

Consent Agenda

- a) Approval of Minutes
- b) NC Education Lottery Public School Building Capital Fund—
Piping Replacement Project—Plymouth High School—\$9,990.17
Weight Room—Creswell High School—\$21,144.34
Fence Project—Pines Elementary School—\$2,840.00
Gym Floor Renovation—Pines Elementary School—\$20,797.90
Replace Carpet with Tile—Creswell High School—\$31,864.36
- c) Proclamation: 9/11 National Day of Service and Remembrance
- d) Order Adopting Final Uniform Schedules of Values, Standards and Rules for 2013 Countywide Revaluation

Commissioner Alexander seconded, motion carried unanimously.

PUBLIC FORUM: Ms. Doris Morris, Hwy 32 S, Plymouth, Vice-President, Friends of Pocosin Lakes NWR spoke to the Board and invited them to attend the annual award banquet dinner at the Maritime Museum in downtown Plymouth at 6:00 pm on Saturday, September 22, 2012.

Mr. Lloyd Jones, Jr., 842 Gourd Neck Road, Roper asked the Commissioners who is responsible for mowing the roadsides. Commissioner Manning responded that the Department of Transportation (DOT) is responsible for mowing the roadsides. Mr. Jones stated that the grass on the side of road going to Zion's Chapel Church is too tall and will hit your car. Mr. Jones also stated that the tall grass is becoming dangerous on other roads in the County and that on some

roads a person must pull out into the road to be able to see past the grass before pulling all the way out into the road. Commissioner Alexander stated she talked to DOT and they are supposed to have the mowing completed on our roads by September 15. Chair Manning stated that the grass is 6 ft. tall on Hwy 99 and DOT probably can't mow as wet as it's been, but he still encouraged Mr. Jones to call DOT and voice his concerns. Commissioner Sexton stated he thinks it's a problem that is scattered through the state that many roads haven't been kept up like they used to since DOT now puts the mowing out for contract rather than the state employees doing the work.

Mr. Russell Lee, Broadleaf Lane, stated that he tried to contact the County Manager's office but the number is not in the phone book and would like the Commissioners to make sure it is next years. Ms. Bennett will look into this.

Roper Mayor Bunny Sanders asked if there is reciprocity between counties and towns with water bills. Ms. Young stated that there are statutory requirements that prohibit this.

PROCLAMATION--HUNGER ACTION MONTH: Ms. Bennett read aloud the proclamation announcing September as Hunger Action Month and presented it to Ms. Allison Wills who accepted it on behalf of the Food Bank of the Albemarle. Ms. Wills spoke to the Board saying the face of the hungry has changed over the years and that it is not always the homeless person but could be your neighbor. 24.4% of residents are food insecure in Washington County. These people do not know where their next meal is coming from or if they will have money to buy food. There are three partner agencies in Washington County: the Plymouth Food Pantry and two smaller agencies and there is also a mobile food bank. 75% of donations are products, not actual money. Farmers donate a lot along with the local grocery stores (Food Lion). The Food Bank's distribution warehouse in Elizabeth City runs 6 days a week and their 30th anniversary is coming up on Thursday, September 20, 2012 from 5:00 pm – 7:00 pm. All of the Commissioners are invited to attend.

ALBEMARLE COMMISSION: Bert Banks, Executive Director of the Albemarle Commission spoke to the Board regarding their annual report below. Mr. Banks also thanked the Commissioners for serving on various Albemarle Commission boards and especially Commissioner Johnson for serving as Chair of the Albemarle Commission. Mr. Banks thanked all of the Commissioners for being active and dedicated to the organization.

ALBEMARLE COMMISSION Activity for Washington County for Fiscal Year 2011-2012

SENIOR NUTRITION

- Number of congregate meals served **4,389**
- Number of Home delivered meals served **7,147**
- Client Contributions received (cong.) **\$ 2,186.07**
- Client Contributions received (hd) **\$ 1,619.25**
- Number of Ensure clients **5 clients**
- Number of Frozen meals provided **1 client**
- Energy Assistance provided **4 clients**
- Pet Food **3 clients**
- Shelf stable meals were provided to the homebound clients for Thanksgiving and Christmas holidays while we were closed. **Approximately 231 meals**
- Number of volunteers who deliver meals to the homebound in Washington County - **142 volunteers**
- Number of hours given for the year - **1,718.50**

AREA AGENCY ON AGING

Washington County

- 32 clients sixty and over received 6,771 hours of HCCBG funded in-home aid services via contracted services.
- 6 clients sixty and over received 1,359 one way trips via contracted transit.
- 21 Family Caregivers received Household Emergency Preparedness kits including water bottle, water purification tablets, duct tape, flash light, batteries, trash bags, wet wipe and emergency plan guide tool.
- 1 Family Caregiver Received 30 hours of respite.
- 1 household received funding and planning assistance to complete handicapped and safety upgrades in bathroom.
- 1 household received a handicapped accessible ramp to make access and exit of senior possible.

Washington County Hurricane Response

- One water-wind damaged home received window replacements, door and wall repairs.
- One home had all insulation under home replaced after flooding destroyed insulation.

Albemarle Senior Games

- 28 Seniors participated in Albemarle Senior Games sponsored by and primarily funded by the Albemarle Commission Area Agency on Aging.

AREA AGENCY ON AGING (cont.)

Scam Jam

- 81 Seniors participated in Scam Jam at the Senior Center. This event was coordinated by and funded by the Area Agency on Aging including gourmet boxed lunches. Presenters came from Raleigh, the Washington County Sheriff's office and our agency.

WORKFORCE DEVELOPMENT

- 37 – Adult program
- 11 – Dislocated Worker program
- 10 – Youth program
- 26 – Incumbent worker program
- 9 – National Emergency Grant
- 5 – State Energy Sector Partnership (SESP) Grant

COMPUTERS FOR ELECTION PRECINCTS: Mr. Bill Forbes, Chairman of the Board of Elections spoke to the Board regarding purchasing additional computers for the remaining precincts that don't have laptops. A few of the poll workers were in attendance: Chris, Jennifer and Regina. They each spoke to the Commissioners encouraging them to approve funding for the additional computers because the computers helped the poll workers be more efficient and more accurate.

Mr. Forbes also reminded the Commissioners that the counties must keep money in the budget for the maintenance of the polling machines in the future or the County may be responsible for all the costs of holding a primary.

Chair Manning noted these computers will be used only 1 or 2 days a year and asked Mr. Forbes if the Elections Board has considered leasing the computers that are needed. Mr. Forbes stated that there probably wouldn't be any savings. Chair Manning asked if there were any computers in the county that could be used for 2 days a year. Mr. Peoples didn't have an answer. Mr. Peoples noted that at budget time the Board agreed to buy two computers to test them with the early voters. When the BOE presented their budget they did include funds to purchase two computers for one additional precinct and an \$11,000 cost to pay for maintenance that HAVA was not going to fund. Ms. Dora Bell, Elections Director, told the Board that having computers at all precincts was a nice convenience but they did not have to have them. Ms. Bell stated the computers would be nice to have to look up voters addresses quickly rather than looking up addresses by leafing through the large voter registration poll books. Ms. Bell also commented that computers in the larger precincts might help speed up the voting process but that they are not mandatory and that she could possibly try to add additional computers in her future budgets. Ms. Bell stated that she is waiting on Darlene Fikes, IT Director, to give her the two computers that have already been ordered and needs to have them in place when Early Voting begins October 8. With the addition of these two computers there will only be three precincts remaining that need computers at a cost of approximately \$3,750. Jason Phelps, an elections judge, said he deals

with voters coming in and out of the polling places in short periods of time. Mr. Phelps stated that the computers would increase efficiency in making sure voters receive the proper ballot. Mr. Forbes reiterated that the critical need is now because NC is a swing state in this November's election. Chair Manning noted that since the laptops the County has purchased will be used during Early Voting that should help on the actual Election Day because less folks will be voting on that day.

Commissioner Sexton asked Ms. Bell asked how many voters turnout in Skinnersville. She replied "800".

Commissioner McCray asked Mr. Milazi if the County has the money in the budget for these additional computers. Before Mr. Milazi could reply Chair Manning asked Tyrrell County Administrator Willie Mack Carawan (who was in the audience) if Tyrrell County has computers at every precinct and Mr. Carawan replied "yes". Mr. Milazi then replied to Commissioner Sexton's earlier question saying the County budgeted for two laptops in this year's budget. Mr. Jones, who is a ballot person at the polls, surmised that if the County has two laptops at each precinct then an additional poll worker will need to be hired at each precinct because one ballot person will not be able to keep up.

Commissioner Alexander made a motion to leave the Elections budget as it is and not approve this budget request. Commissioner McCray seconded, motion passed unanimously.

DOG PROBLEM IN ROPER: Mayor Bunny Sanders spoke to the Board regarding a dog problem in Roper. At a recent Roper Town Council meeting, there was a discussion about the number of dogs roaming the streets in Roper. Mayor Sanders feels there needs to be a dialogue between Washington County Animal Control and the Town of Roper before the situation gets out of control. Norman Clifton, Animal Control Officer stated that the County facility has seven dog runs. At times, he has to keep dogs three days before anything can be done with them. Mr. Clifton noted that the County has been cited before for having too many dogs in a pen. There can only be one dog per pen. Also, dogs that have bitten people have to be held for ten days which ties up the runs. Mayor Sanders doesn't have a solution for the problem but wanted to bring it to the Commissioners' attention. Mr. Clifton said that our facilities are not big enough to cover the County and the towns. Commissioner Sexton asked if Mr. Clifton could trace the dogs to any of the owners. Mr. Clifton said he has done so in the past but there are a lot of irresponsible pet owners that haven't spayed or neutered their animals. Mr. Clifton also noted that a lot of the stray dogs are pit bulls.

Angela Trueblood, Roper, spoke to the Commissioners and stated that she obtained the animal control ordinance from Chowan County and New Hanover County and thinks Washington County's animal ordinance should be modified.

Mr. Jones asked if another shelter in another county help us. Mr. Clifton said other counties do help us in finding homes (adoption) for some of our animals but when the County uses other county's facilities to house our animals, we have to pay \$35-\$40/day for their care.

Mr. Peoples said the County and the Town of Roper can have dialogue all day long but until there is money in the the budget to increase the facilities just having dialogue isn't going to help this issue.

Chair Manning asked Mr. Milazi what the budget is for the animal shelter. Mr. Milazi replied that it is \$10,000.

Mr. Clifton said the Town of Roper's animal ordinance should be changed to limit how many dogs a household could have.

Mr. Joyner said Plymouth's ordinance allows 4 pets and Roper's ordinance allows 2 pets.

NCACC RISK MANAGEMENT POOLS SUPER MEMBER AWARD: Commissioner Johnson was presented with the NCACC Risk Management Pools Super Member Award for Washington County from the NCACC at the NCACC Annual Conference. Commissioner Johnson gave a brief synopsis of her attendance at the conference which consisted mostly of networking and meeting other Commissioners. Commissioner Johnson noted she learned that many other counties are creating programs to save money using Excel and other software programs that the County already uses. Ms. Bennett spoke to the Board about being a judge for this year's LGFCU Productivity Awards and noted that Washington County could possibly implement some of the ideas presented since all counties share this information.

Commissioner Johnson noted that she met the new NCACC president, Mr. Hunter who is from Hertford County. Commissioner Johnson also said that the NCACC 3rd vice-president is from Pitt County. It is good to have representation of people from our Eastern section of the state in these offices.

Commissioner Johnson said she spent some time with our 4-H Youth representative, Dillon Spruill, while at the NCACC conference. Twenty-four youths were chosen from across the state to attend the youth summit for the NCACC conference.

Commissioner Johnson told the Commissioners about her trip to Pittsburgh to attend the NACo conference. She said it was very interesting. One of the seminars she attended was about attracting tourism and working with the Chamber of Commerce and the TTA to promote the county through every way possible. She also attended a session on rural roads; however, most seminars were geared toward the larger counties. Commissioner Johnson attended a session titled "So You're Thinking About Hiring a County Manager".

Commissioner Johnson said she also attended a Community College Collaboration meeting.

LIBRARY ROOF: Mr. Peoples spoke to the Board regarding the proposals he has received for replacing the current flat roof on the Washington County Library with an A-frame roof. The current roof on the flat section of the library was created in 1993. At our last Commissioners' meeting there was a discussion regarding leaks and how best to fix the roof. Building codes state if you are changing the weight load of a structure you must have an engineering firm evaluate it. Mr. Peoples stated he received three proposals. He said the County could be looking at between \$30,000 & \$40,000 for an A-frame roof on the library. In 1992, the County paid \$27,000. (*Bids are attached and hereby made part of these minutes.*)

Mr. Peoples told the Commissioners that if they want to replace the roof, the County can apply for a \$50,000 NC Catalyst grant (that requires no match). The process requires a grant proposal completed by October 31, 2012 in order for the County to be considered for award. The

award will be announced around Dec 31, 2012. The County will then have to advertise for engineering design proposals, once proposals are received they would have to be reviewed and an award made by late January or early February 2013. Mr. Peoples also noted that this is a reimbursement grant. The County spends the funds then gets reimbursed from the grant. An Environmental Assessment will also have to be completed. Construction could begin possibly in May 2013.

Mr. Peoples said the library roof doesn't always leak during a rain event but it does if it is 'wind driven' rain. County staff is looking for direction to see if the floor plan could temporarily be changed inside the library while staff applies for this grant. It would be May 2013 before the roof could be fixed. Mr. Peoples noted that the County could also have roofing companies come in to see what could be done to patch the roof. Mr. Louis Boone, Facilities Director, stated one roofing company said they could try to seal the inside perimeter of roof inside the building to see if that would stop the leaks; however, it doesn't always leak at the same place. One roofing company said they would need to replace the whole roof, not repair it. Commissioner Sexton asked if Creswell Construction could do the new roof. Mr. Boone said yes, but the engineering design work would still have to be done. Commissioner Sexton is opposed to putting any more patch work on the roof, but suggest patching it for the time being and proposes to go forward with the grant. Mr. Peoples said the County can have patch work done now but won't be reimbursed for it. No other work can be done on the roof until the grant is approved.

Ms. Ann Keyes said she has the information for contacting Edenton Construction. They are the company who did the roof in 1993.

Mr. Milazi noted that \$35,000 is in budget for maintenance of all the buildings in the County.

Commissioner Alexander made a motion to apply for the NC Catalyst grant for a new roof for the Washington County Library. Commissioner Sexton seconded, motion carried unanimously.

FINANCE OFFICER'S REPORT:

Mr. Milazi did not have a full Finance Report since closing did not occur until 4:00 pm today. Mr. Milazi discussed the following amendment:

- Budget Amendment # 13020 + \$10,000.00
Washington County Schools—replacement of old dugouts for Creswell High School

Commissioner Johnson made a motion to approve Budget Amendment #13020 as presented. Commissioner Alexander seconded, motion carried unanimously.

OTHER ITEMS BY CHAIR, COMMISSIONERS, COUNTY MANAGER, CLERK, COUNTY ATTORNEY, ETC.:

- Ms. Bennett reminded the Commissioners of the Roper Peanut Festival, Saturday, September 8 starting with a Parade at 11:00 am. The Commissioners are invited to ride in the parade. Pls. let Ms. Bennett know if you will be participating.

- Commissioner Alexander stated that work has begun on the airport terminal--painting is being done and the timber has been cut. Mr. Peoples said that the painting will be completed by the end of this week. The County has received approximately \$82,000 from the timber sale. \$40,000 of this money is reserved for the Division of Aviation match for the taxiway turnaround project. The cost of the paint will come out of the timber sale money and the forester will have to be paid also. Mr. Peoples contacted a company about putting down carpet at the airport for approximately \$7,500 and said that tile will cost approximately \$6,200. Mr. Peoples thought that if the County's maintenance staff does the work that the cost could drop to \$2,000. Mr. Peoples thought that \$4,000 for furniture would be sufficient. Mr. Peoples also said that the County has to check to see if current tile used at the airport has an asbestos back on it. There is a possibility of putting a new floor on top of the existing one rather than removing it if that is the case. Chair Manning stated he would like to have the pilot's lounge done in carpet. Mr. Peoples stated that tile is easier to keep clean than carpet. Chair Manning then suggested considering having nicer furniture in the pilot's lounge.

Commissioner Alexander made a motion to continue work on the airport terminal with new flooring and furniture. Commissioner Sexton seconded, motion passed unanimously.

Commissioner Johnson made a motion to go into Closed Session to NCGS §143-318.11(a)(5) (negotiation) and §143-318.11(a)(6) (personnel). Commissioner McCray seconded, motion carried unanimously.

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

Buster Manning
Chair

Julie J. Bennett, CMC
Clerk to the Board