

November 2, 2015

The Washington County Board of Commissioners met in a regular session on Monday, November 2, 2015 at 6:00 PM in the Strader Building Conference Room, 124 East Water 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.

At 4:30 PM, the Board attended a "Report to the People" presentation by Cooperative Extension in the Strader Building followed by dinner.

At 6:00 PM, Chair Sexton called the Commissioners' meeting to order. Commissioner Walker gave the invocation. Mr. Potter led the pledge of allegiance.

ADDITIONS/DELETIONS: Chair Sexton removed Item 5—DSS Energy Programs (Mr. Cliff Hardison, DSS Director was under the weather and unable to attend tonight's meeting). Mr. Curtis Potter stated that Item 1D had a few changes made. Ms. Bennett handed out the changes.

CONSENT AGENDA: **Commissioner Phelps made a motion to approve the Consent Agenda with Item D as corrected.**

- a) Approval of Minutes
- b) Tax Refunds & Releases and Insolvent Accounts
- c) ABC Board Request for Payment After Audit
- d) Northeast Workforce Development Board (NWDB) Contract
- e) Personnel Policy Approval: Vacation Accrual
- f) Proclamation: Veterans Day 2015

**Commissioner Walker seconded, motion carried unanimously.**

PUBLIC FORUM: Mr. Louis Wilkins, Roper, asked where the County is on Washington County Hospital. He asked if the County is buying back the hospital. Chair Sexton said there is no update. Washington County Hospital is still operating.

AGRICULTURE UPDATE: Ms. Anna-Beth Stewart, Cooperative Extension Agriculture Agent, spoke to the Board regarding the latest on agriculture in the County. Ms. Stewart stated she has now been with the County for four (4) months today. Chair Sexton thanked Ms. Stewart and said the Board looks forward to working with her.

# 2015 Ag Update

Washington County Cooperative Extension  
Anna-Beth Stewart

## Rain, Rain and More Rain!

- Wet spring led to delayed planting and wheat harvest
  - Farmers had to mud in the crop
- Crops got replanted 3 or 4 times in some locations
- Hot and dry July
- Rain delayed harvest
  - 7 inches of rain in September
  - Continual rains and humid weather

## Washington County Declared Disaster

- Martin and Bertie County were not declared a disaster!
- Special thanks to the county government for working with farmers to get disaster funds
  - Allowed for low interest loans to help farmers stay afloat!



- 
- In the Future**
- 2016 Cotton Field Day
    - Hosted by Washington County Cooperative Extension and Harris Farms
  - Small Plot Research
    - Cotton
    - Tobacco
    - Soybeans

**PUBLIC HEARING: FY 2017 COMMUNITY TRANSPORTATION PROGRAM GRANT APPLICATION: Commissioner Johnson made a motion to open the public hearing on the FY 2017 Community Transportation Program Grant Application. Commissioner Manning seconded.**

Ms. Zina Rhodes, DSS, spoke to the Board regarding the FY 2017 Community Transportation Program grant application. Washington County is eligible to apply for grant funding through the Federal Transit Administration's (FTA) Section 5311 Program (Community Transportation Program) and the application is due November 6, 2015. The first step in this process is a public hearing. At a previous meeting, Ms. Rhodes informed the Commissioners that the application would be for Administration costs of \$88,914 and Capital (Vehicles & Other) costs of \$38,000 for a total of \$126,914. The Administration costs require a local match of 15% and the Capital funding costs require a local match of 10% for a total local share of \$17,138. Ms. Rhodes made note that the costs have been modified to show Administrative funding of \$88,914 requiring a 15% local share of \$13,338 and Capital funding of \$16,280 requiring a 10% local share of \$1,628 for a total of funding request of \$105,194 and the total local share of \$14,966 (which is less than the original amount discussed).

Commissioner Walker asked Ms. Rhodes if this amount covers all the new GPS's and Ms. Rhodes replied that it does.

Commissioner Phelps asked if the local share is budgeted and Ms. Rhodes said yes.

Mr. Robert Allen Jr., (new citizen to the area) wanted to know if there is a spreadsheet that shows what each cost is regarding how many people are served, etc. Ms. Rhodes stated there are 905 customers in software system.

**Commissioner Johnson made a motion to close the public hearing on the FY 2017 Community Transportation Program grant application. Commissioner Manning seconded, motion carried unanimously.**

**Commissioner Johnson made a motion to approve submitting the FY 2017 Community Transportation Program grant application. Commissioner Phelps seconded, motion carried unanimously.**

“APPLICATION FOR PROPERTY TAX RELIEF” LATE APPLICATIONS: Ms. Wilkins spoke to the Board in regards to the late applications from Faye Roberson, Jannester Norman and Truitt Johnston, Sr. The North Carolina General Statutes require that the Board of County Commissioners be responsible for approving the applications if there is a showing of good cause why they were filed after the deadline of June 1<sup>st</sup>. Faye Roberson and Truitt Johnston, Sr. requested their Certification for Disabled Veteran’s information from the VA as required. Each year the VA has been late getting the Certificates back to the taxpayer and they were late this year on these two. Ms. Wilkins believes they have shown good cause and recommends approval of these two. Jannester Norman works seasonally at the Outer Banks and she came into the tax office as soon as she was laid off from work. She is a widow and she didn’t trust anyone else to bring the form in because she had a copy of her Income Tax Return with the application. Ms. Wilkins recommended this application should be approved.

Commissioner Phelps said he saw [in the paperwork] where Ms. Wilkins thought Ms. Roberson and Mr. Johnson showed ‘just cause’. Why? Ms. Wilkins said because the VA is always late getting information back to the taxpayer. Commissioner Phelps asked Ms. Wilkins what the penalty is for turning in a late application. Ms. Wilkins said those taxpayers would have a higher tax bill. Commissioner Phelps wondered if the Commissioners approved these three would it open the door for a mad rush of other citizens to do this. Ms. Wilkins said she did not feel that would be the case and the taxpayer would still have to show just cause.

**Commissioner Walker made a motion to approve the “Application for Property Tax Relief” Late Applications for Faye Roberson, Truitt Johnston, Sr. and Jannester Norman. Commissioner Phelps seconded, motion carried unanimously.**

EMS UPDATE: Mr. Andrew Coccaro, EMS Director spoke to the Board. Mr. Coccaro offered his thanks to the Board and all county staff who have helped him since he started working here, including Ms. Keyes and of course, his EMS staff. Mr. Coccaro said he is still trying to get through a path of discovery. He has had time clock software installed; however there is a learning curve with this software.

Mr. Coccaro stated last month that he, Dr. Lowry and EMS staff represented Washington County at the State Emergency Management conference. Mr. Coccaro noted that he attended the Directors’ seminar. One thing coming out of that is that EMS will soon stop using backboards. Cardiac arrest management was also discussed. Paramedics will soon be able to do all the same

things in the back of an ambulance as an emergency room would regarding cardiac arrest. He also stated that he wants to come back and do a presentation on cardiac arrest management at a later date.

Mr. Coccaro said he is still struggling with truck (ambulance) issues.

Commissioner Phelps asked how transport is going. Mr. Coccaro said that is a broad question. They are not generating a lot of calls right now because of the competition with other transport agencies.

Commissioner Johnson asked if EMS is back transporting from the nursing home. Mr. Coccaro said things are starting to mend on that end. It is taking time to rebuild the trust. Hours are 4:00 AM – 4:00 PM on days with dialysis patients and 7:00 AM- 7:00 PM on other days, with Sundays as needed

Commissioner Phelps said does the fact that the County now has ambulance franchises, has it cut down on County transports. Mr. Coccaro said EMS's ability to answer calls is better now, but may need to revisit the idea of having franchises in the County at a later date.

Chair Sexton said he met with Mr. Coccaro and Mr. Potter this morning and they are looking into how improvements can be made. Mr. Coccaro said there is money to be made with transport with the right management to maximize revenue potential.

ARSWA CONTRACT APPROVAL: Mr. Potter spoke to the Board regarding the ARSWA contract. The County has been working to renegotiate its contract to dump solid waste at the Bertie County landfill. The contract shows a 10% reduction for Washington County and the surrounding towns if they choose to join also. Becoming the 8<sup>th</sup> member of ARSWA would be beneficial for us to save money over the years to come. Mr. Potter said if this contract is approved tonight he will take it tomorrow to the surrounding towns for them to put on their next agendas. It would be beneficial for them also to have savings in the future. The break-in is about a year on a 20 year term.

Commissioner Johnson asked what happens if the towns do not want to join. Mr. Potter said it would be up to the Board to pay the towns' part if the towns decide not to join.

Chair Sexton wondered if the County should meet with the towns first. Mr. Potter said the County could go to the towns first and then ask for the Board's approval.

**Commissioner Manning made a motion to approve the Resolution Authorizing Washington County to join the Albemarle Regional Solid-Waste Management Authority ('ARSWA') and take it to the towns and request they pay their portion and if they don't, bring this back to the Board. Commissioner Johnson seconded, motion carried unanimously.**

¼ CENT RESOLUTION: Mr. Potter spoke to the Board regarding the ¼ cent resolution. Mr. Potter revised the resolution calling for a March 15<sup>th</sup>, 2016 special advisory referendum concerning the levy of one-quarter percent (0.25%) sales and use tax in accordance with NCGS §105-537. The revised resolution includes a new paragraph that allows the Board to state in the resolution, if it chooses, what the funds are intended to be used for. The Board would need to

choose those items and vote on them as part of the passage of the resolution if it decides to adopt it at the upcoming meeting.

At the previous meeting there were discussions about possibly using these funds for school capital needs, for general capital needs, or for maintaining E911 and Paramedic Level EMS Operations. This might also be a potential source of revenue for constructing the backup PSAP center.

Mr. Potter recommended the following:

- 3. That the Washington County Board of Commissioners hereby states its intent to use the revenues from the Article 46 one-quarter cent (1/4¢) sales and use tax, if approved by the voters of Washington County, to help fund: Capital and operational costs associated with maintaining an adequate paramedic level EMS system, and an adequate emergency dispatching system.*

Chair Sexton asked if the use of the funds can be changed down the road. Mr. Potter said yes, because another Board might want the funds to be used for something different.

Commissioner Phelps said the resolution is very broad; however, he understands that it doesn't need to be too restrictive.

Mr. Potter stated that the deadline for getting the resolution to referendum is December.

Chair Sexton asked for a show of hands from the audience of citizens if they would be ok with a ¼ cent sales tax. Most all in the room raised their hands.

Ms. Zina Rhodes, DSS asked what about using the money for educational needs. Chair Sexton said in years to come after EMS gets on track the funds could be used as capital outlay for the schools.

Mr. Allen, citizen, asked how long this ¼ cent sales tax will last. Mr. Potter stated it can be collected indefinitely.

Mr. Potter said Washington County is allowed to take advantage of this ¼ cent tax by statute and has not done so.

**Commissioner Johnson made a motion to approve the ¼ cent sales tax resolution and the Washington County Board of Commissioners hereby states its intent to use the revenues from the Article 46 one-quarter cent (1/4¢) sales and use tax, if approved by the voters of Washington County, to help fund: Capital and operational costs associated with maintaining an adequate paramedic level EMS system, and an adequate emergency dispatching system. Commissioner Phelps seconded, motion carried unanimously.**

SOLAR ENERGY DEVELOPMENT ORDINANCE: Ms. Ann Keyes, EM/Planning & Safety Director spoke to the Board. Ms. Keyes said as EM Director she wholeheartedly approves of the ¼ cent sales tax increase to help out with EMS because the County has the best EMS in the state!

Ms. Keyes told the Board that the Planning Board met on October 21, 2015 and held a lengthy discussion on the making recommendations to the Board of Commissioners on revision to the Solar Energy Development Ordinance. Discussion included but was not limited to: adverse effect on residential properties, increase storm water run-off; panels anchored to handle a Category 3 hurricane, setbacks from residential areas and the possibility of adding police power to the ordinance.

Upon completion of the discussion, the Planning Board unanimously made the motion to recommend to the Board of Commissioners to revise the Solar Ordinance as follows:

Add a setback to 300 feet from existing residential properties;  
Place the fence required to surround the field at a setback line of either 75 feet or 300 feet, whichever is appropriate; and  
Field owner must create and maintain a vegetative buffer outside the fence and within the setback area.

Ms. Keyes said the Planning Board wanted the Board of Commissioners to know that it is not the intent of the Planning Board to prohibit any solar farms from coming into the county, but wants to make sure the farms are regulated.

The Commissioners asked the County Attorney to check on what the recourse is if the ordinance is not followed.

Ms. Carol Stubbs, member of the Planning Board said they had long discussions on this topic and they feel like they have come up with a good solution.

Commissioner Walker asked did this proposed change to the ordinance come about because of citizen complaints. Ms. Keyes said yes.

Chair Sexton said he is not a fan of solar farms; however they do need to be regulated.

**Commissioner Phelps made a motion to approve having a public hearing on December 7, 2015 on the amendment to the Solar Energy Development Ordinance. Commissioner Johnson seconded, motion carried unanimously.**

COURTHOUSE SECURITY: Commissioner Phelps spoke to the Board regarding Courthouse Security.

# Washington County Courthouse Security

November 2, 2015



## Background: January 20, 2015

- Letter received from Senior Resident Superior Court Judge Wayland J. Sermons.
- "I am writing to request that you immediately appoint a courthouse security improvement committee, which will consider, at the very least, a single point of entry, with a manned metal detector."
- "Other points of entry can be by a keyless or a key pad entry for employees, staff, judges, and lawyers."



## Background: February 2, 2015

- Courthouse Security Committee Appointed by the Washington County Board of County Commissioners.



## Background: August 19, 2015

- Courthouse Security Committee met and discussed security concerns with a consultant from the North Carolina Sheriff's Association.
- 

## Background: September 2015

- The Honorable Denise Moulden, Sheriff Barnes, The Honorable Michael A. Paul, Ann Keyes, and Commissioner Phelps met to discuss concerns.

## Background: October 2015

- Commissioner Johnson, Commissioner Phelps, The Honorable Denise Moulden and Louis Boone met to discuss the best way to move forward.
- We will present that tonight.

## Currently

- There are six entry points to the courthouse.
  - GOAL: One single entry point.
  - GOAL: Sound alarm on each door.
  - GOAL: Signs directing citizens to main entrance.
- There are no metal detectors at any entry point.

## Entry beside the County Manager's Office



## Solution

- › This door already has a panic bar.
- › Lock this door from the outside.
- › Citizens could go out of this door, but not in this door.

### Second entry beside the County Manager's Office



## Solution

- › Install new rim panic device on the door.
  - \$464.50
- › Lock this door from the outside.
- › Citizens could go out of this door, but not in this door.

### Entry off of Adams Street



## Solution

- ▶ Install new doors which would include the panic device.
  - \$4,219.00
- ▶ Lock this door from the outside.
- ▶ Citizens could go out of this door, but not in this door.



## Solution

- ▶ Install new doors which would include the panic device.
  - \$4,219.00
- ▶ Lock this door from the outside.
- ▶ Citizens could go out of this door, but not in this door.

## Second Entry off of Main Street



## Solution

- Install new rim panic device on the door.
  - \$464.50
- Lock this door from the outside.
- Citizens could go out of this door, but not in this door.

## Entry from the Courthouse parking Lot (Main Entrance)



## Solution

- Repair door with new pivot handles and panic parts.
  - \$705.25
- Citizens must go in this door and can also exit from this door.

## Bottom Line

- › Taxes, Labor, and Parts are included.
- › \$10,072.25 less taxes = \$9,317.00
- › Three-Four Weeks



Commissioner Phelps also mentioned the letter below that he received from Judge Michael Paul.



*State of North Carolina*  
*General Court of Justice*  
*2nd Judicial District*

**MICHAEL A. PAUL**  
CHIEF DISTRICT COURT JUDGE

**DISTRICT COURT JUDGES**  
REGINA R. PARKER  
CHRISTOPHER S. MELENDON  
DARRELL B. GATTON, JR.

November 2, 2015

Mr. Cole Phelps  
County Commissioner  
Washington County

Re: Washington County Courthouse Security

Dear Cole:

It is my understanding that the Washington County Commissioners will address courthouse security at their meeting tonight.

Let me express to you the importance of this issue.

It is vital that the public as well as all employees of the courthouse feel safe and secure within the courthouse building. The first step in achieving this goal is to establish a secure single point of entry into the building. The plan you have shown me works toward achieving that goal.

I would ask that you express to the board my endorsement of your plan and the critical need it fills by helping maintain security within our courthouse.

Thank you.

Michael A. Paul  
Chief District Court Judge  
2<sup>nd</sup> Judicial District

Commissioner Phelps said he knows everyone wants to know how the security measures will be paid for. Ms. Keyes spoke to the Board and said that there is a possibility to get grant money for this project. Since she uses the courthouse as an alternate/backup for the EOC she could use money for 'enhancements'. Ms. Moulden, Clerk of Court said that this is not something that has just started being addressed. Back in 2008, a report was done at that time on courthouse security. Having just one entrance to the courthouse was at the top of the list at that time. This is one of the few things that would address this need. Ms. Keyes said she was asked to send in her request to the State in writing this afternoon, so she is fairly confident she will receive the funds. Deputy Harris said it will help to have metal detectors at the first (and only entrance) of the courthouse.

Commissioner Phelps said it would be good for Washington County to take the lead and be the first county to implement these security measures.

Deputy Harris said once this is implemented it should be put in writing that employees do not let others in the other 'exits' and that there will be a penalty if this happens.

**Commissioner Manning made a motion approve moving forward with creating the 'one entrance' to the courthouse by implementing the security measures presented. Commissioner Johnson seconded, motion carried unanimously.**

WASHINGTON COUNTY EMPLOYEE BENEFIT FUND: At the recessed meeting held October 19, the Commissioners discussed the Washington County Employee Benefit Fund (previously the Flower Fund and Employee Benefit Fund). These will now be combined as one Policy. The Clerk will retype the policy with the changes made at the October 19 meeting. The excerpt from the October 19 meeting minutes is below. Two questions still remain such as where is the money for this fund going to come from and what line item will it be.

Excerpt from October 19, 2015 recessed meeting minutes:

*Back in Open Session, the Commissioners discussed the Washington County Employee Benefits Fund (formerly known as the Flower Fund and Employee Benefit Fund Current Operations).*

**FLOWER FUND POLICY FOR BOARD OF COMMISSIONERS**

**FUNERALS** - flowers will be sent for the immediate family which are:  
Husband, Wife, Mother, Father, Sister, Brother, Sons, &  
Daughters.

**SICKNESS** - flowers will be sent to Board of Commissioner Members in  
the hospital for an overnight stay or longer.

#### EMPLOYEE BENEFIT FUND CURRENT OPERATIONS

- Send cards to relatives and employees when informed  
Please let Register of Deeds' office know when you think a card should be sent
- Send flowers to employees when:
  - new baby
  - hospitalization
  - extended illness at home
  - death in immediate family (spouse, children, parents)
    - send flowers to funeral if appropriate
  - children and spouses when serious illness occurs
- Give going away presents to employees when employed one year or more  
amount spent depends on length of service
- Any flowers sent other than those listed above are sent by individuals
- Pay for supplies for employees get togethers (plates, napkins, forks, food, etc .)
- Money in fund- profits of drink machine, snack machine, and cigarette machine
- Money is kept in an interest bearing checking account in the Local Government Employees' Federal Credit Union
  - two signatures are authorized to sign checks- Greta Barber or Gayle Critcher
  - receipts and checks paid are kept in finance office that can be inspected by any employee
- Mutual decisions that need to be made are discussed between Greta and Gayle

*The Commissioners discussed these policies and made changes and incorporated them into one document: Washington County Employees Benefit Fund. Chair Sexton said he did not think it was right that the cost of sending flowers come out of the taxpayer's money. Ms. Bennett said that in the past couple of years, the Finance Officer moved money from the Commissioner Sponsored Functions (10-4110-390) line item into an account called the Washington County Employee Benefit Fund. Chair Sexton spoke with Mr. Milazi last week and was told that account is at the State Employees Credit Union and Mr. Milazi showed him a checkbook from that account. Discussion ensued. The Commissioners felt that flowers could be sent if an employee passes and that a card could be sent to an employee who has an immediate family member that passes. Cards can be sent for all other occasions listed in the policy above. Chair Sexton said that money from the vending machines used to be what funded the Employees Christmas Luncheon and other employee activities. Commissioner Johnson said the college (BCCC) receives a check from having the Coke machines on campus and that money funds some of BCCC's activities. Commissioner Johnson asked the Clerk to see what she can find out about where the County's vending machine money is going. The Commissioners also felt that there should be a line item for this fund and it will be discussed with the Finance Officer at the November 2 Board of Commissioners meeting.*

***Commissioner Johnson made a motion to make the following changes, effective immediately, to the Washington County Employee Benefits Fund policy: contact the Finance Office when flowers or cards need to be sent; flowers will only be sent when an employee passes; cards will be sent for all other occasions listed in the policy; a line item will be created in Finance for this fund (to be determined at the November 2, 2015 Board of Commissioners meeting); and two employees are authorized on this account—the Finance Officer and the Clerk to the Board. Commissioner Manning seconded, motion carried unanimously.***

Chair Sexton said that the account at the State Employees Credit Union should be closed and a line item created in the County budget. Mr. Milazi said he agrees with setting up a line

item in the Commissioners' budget. Mr. Milazi said no money has come from the vending machines in many years.

**Commissioner Johnson made a motion approve keeping the minimum amount of \$25 in the State Employees Credit Union account (to be able to take advantage of having a relationship with the State Employees Credit Union for obtaining change that is needed in the Tax/Finance offices) and a separate line item for the Washington County Employee Benefit Fund in the County budget. Commissioner Walker seconded, motion carried. Commissioners Manning and Phelps voted nay.**

FINANCE OFFICER'S REPORT AND BUDGET AMENDMENTS: Mr. Milazi said the auditor will attend the November 2, 2015 Board of Commissioners meeting and give their report.

Mr. Milazi said the County is going to receive \$272,000 from Tyrrell County for EMS and Transport before the end of November.

The Commissioners previously asked the Finance Officer to look for funds for the water booster project in the Pea Ridge area (Waterside at the Point).

Mr. Milazi and Mr. Tawes will bring back to the Board who should be the best engineer for the project. Mr. Milazi will bring back an analysis to the Board of which is the best way to obtain the funding (USDA or BB&T)

Mr. Milazi stated he had two budget amendments before the Board tonight and asked Ms. Keyes to explain amendment #7 and asked Ms. Joyner to explain amendment #8.



## Planning and Safety Department

October 6, 2015

### MEMORANDUM

To: Frank Milazi, Finance Officer

From: Ann Keyes, Planning and Safety Director

Re: FY 2015-2016 Fiscal Year Budget Amendment # 2016007

Request to amend First Call Alert System budget with \$10,290 expenditure line and with \$9,032 revenue line. Revenues were received from different member Counties including a grant of \$500 from Weyerhaeuser.

#### EXPENDITURE INCREASE:

|                        |                                    |
|------------------------|------------------------------------|
| Account Title:         | RAP - LEPC First Call Alert System |
| Account Number:        | 10-8000-361                        |
| Current Appropriation: | \$0                                |
| Amount of Increase:    | \$10,290                           |
| Revised Appropriation: | \$10,290                           |

#### EXPENDITURE DECREASE:

|                        |                                  |
|------------------------|----------------------------------|
| Account Title:         | Maintenance and repair Equipment |
| Account Number:        | 10-4330-350                      |
| Current Appropriation: | \$4,202                          |
| Amount of decrease:    | \$1,258                          |
| Revised Appropriation: | \$2,952                          |

**REVENUE INCREASE:**

Account Title: Roanoke/Albemarle  
Account Number: 10-3530-000  
Current Appropriation: \$15,000  
Amount of Increase: \$0  
Revised Appropriation: \$15,000

  
Finance Officer

10/06/15

Date

Budget Director/County Manager

Chairman Board of Commissioners

Date

Clerk to the Board of Commissioners



**WASHINGTON COUNTY  
DEPARTMENT OF SOCIAL SERVICES**

209 EAST MAIN STREET  
POST OFFICE BOX 10  
PLYMOUTH, NORTH CAROLINA 27962  
PHONE (252) 793-4041 • FAX (252) 793-3195

www.washconc.org

October 27, 2015

MEMORANDUM

To: Frank Milazi, Finance Officer  
From: Clifton Hardison, Director *Clifton Hardison*  
Re: FY 2015-2016 Fiscal Year Budget Amendment # 2016008

Request to amend Senior Center budget with \$3,000 grant money received from Vidant Health Foundation for Exercise Equipment.

EXPENDITURE INCREASE:

|                        |                          |
|------------------------|--------------------------|
| Account Title:         | Capital Outlay Equipment |
| Account Number:        | 10-5150-550              |
| Current Appropriation: | \$0                      |
| Amount of Increase:    | \$3,000                  |
| Revised Appropriation: | \$3,000                  |

REVENUE INCREASE:

|                        |                                   |
|------------------------|-----------------------------------|
| Account Title:         | Senior Center Grants & Class Fees |
| Account Number:        | 10-3500-220                       |
| Current Appropriation: | \$0                               |
| Amount of Increase:    | \$3,000                           |
| Revised Appropriation: | \$3,000                           |

*Clifton Hardison*  
Finance Officer

10/28/15  
Date

Budget Director/County Manager

Chairman Board of Commissioners

Date

Clerk to the Board of Commissioners

1901  
7/6/2015

To: Washington County Senior Center

VIDANT HEALTH FOUNDATION

| INVOICE NUMBER | DATE      | DESCRIPTION                                     | AMOUNT     | DISCOUNT | NET AMOUNT |
|----------------|-----------|---|------------|----------|------------|
| 062915         | 6/29/2015 | Community Benefits '15/'16 - Exercise Equipment | \$3,000.00 | \$0.00   | \$3,000.00 |
|                |           | Totals:   | \$3,000.00 | \$0.00   | \$3,000.00 |

VIDANT HEALTH FOUNDATION  
690 MEDICAL DRIVE  
P.O. BOX 6028  
GREENVILLE, NC 27835-6028

FIRST-CITIZENS BANK & TRUST COMPANY  
GREENVILLE, NC 27834  
66-305581

Community Benefits '15/'16 - Exercise Equipment  
\*\*\*Three thousand and 00/100 Dollars\*\*

PAY

TO THE  
ORDER  
OF

Washington County Senior Center

1901

CHECK DATE 7/6/2015  
CHECK NO. 1901

CHECK AMOUNT  
\$ 3,000.00

*Salene J. Dill*  
MANAGED SERVICES

⑆001901⑆ ⑆053100300⑆007210128370⑆

Security Features Included  
Data on Back

Commissioner Johnson made a motion to approve Budget Amendment #7 and Budget Amendment #8 as presented above. Commissioner Manning seconded, motion carried unanimously.

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

Commissioner Johnson congratulated Ms. Wilkins on obtaining her Tax Assessor's certification.

Commissioner Johnson asked Mr. Tawes to speak about the upcoming water outage tomorrow. Mr. Tawes asked Ms. Bennett to put the following on the County's web page and Facebook page:

*The Washington County Water System will be temporarily shutting off water to a limited number of customers near the area of Pea Ridge at 9:30PM, Tuesday November 3rd with a potential rain date of November 10th.*

*The temporary outage is necessary for water transmission main infrastructure changes associated with the North Carolina Department of Transportation road project. Water services beginning at NC 32 and Emerald Lane, running westward to the end of Pritchard Loop, and southward along NC 94 to Jones White Road will be temporarily shut off at 9:30PM, Tuesday November 3rd. Service is expected to be restored by 5:30AM Wednesday November 4th. We expect this outage to affect between 80 and 90 customers and apologize for any inconvenience this may cause. Also, as a reminder, your contact information for notifications, including late notices, may be updated when you pay your water bill.*

Commissioner Phelps said that is in his area, so who should citizens contact if they have questions. Mr. Tawes said they should call the water department at 793-7545.

Ms. Bennett received a phone call from the NCACC and they are planning to have the spring NCACC Eastern District Meeting in Washington County. Ms. Bennett is working with Ms. Kelly Brown of the NCACC on this. The meeting will be held April 6, 2016 at the Vernon James Center. More details will follow at the beginning of next year.

Ms. Bennett and Ms. Liverman (Coop. Ext. Director) have been discussing when to schedule the Strategic Plan meeting that was postponed due to the impending hurricane. The dates available are November 23, 24 25 and 30, and December 1 and 3. The meeting will take place from 10:00 AM – 12:00 PM. Ms. Bennett asked the Commissioners if they wanted to wait for a new County Manager before she begins reaching out to the community stakeholders that the Board recommended and setting up the next meeting. Discussion ensued. The next Strategic Plan meeting will take place after the first of the year.

Mr. Potter said that he and Ms. Wilkins are working on the RFP for the tax software.

Mr. Potter stated that the Roper water contract was executed and finalized.

Mr. Potter noted that Dr. Tansey, BCCC President, said the BCCC Trustees have met and approved an addition to their Board which will cause an amendment to the MOU.

Mr. Potter also stated that tax foreclosure notices going out again and citizens can contact the Tax Office to set up a payment plan.

Mr. Potter said he hopes to have an MOU with RCCHC soon.

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

**At 9:05 PM, with no further business to discuss, Commissioner Johnson made a motion to recess the meeting to Wednesday, November 18 at 5:00 PM. Commissioner Phelps seconded, motion carried unanimously.**

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William R. Sexton, Jr.  
Chair

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