

November 7, 2016

The Washington County Board of Commissioners met in a regular session on Monday, November 7, 2016 at 4:30 PM at the Cooperative Extension Conference Room located at 128 E. Water Street, Plymouth, NC. Commissioners Johnson, Manning, Phelps, Sexton and Walker were present. Also present were County Manager Willie Mack Carawan, Jr., Clerk to the Board Julie J. Bennett, Assistant County Manager/County Attorney Curtis Potter and Finance Officer Missy Dixon.

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

Chair Phelps asked for a moment of silence for Warren Judge, Dare County Commissioner and candidate for the NC House of Representatives. He passed away Saturday, November 5, 2016.

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

ADDITIONS/DELETIONS: Mr. Potter requested to add a Closed Session: NCGS§143-318.11 (a)(5) (lease of real property from Domtar on Trowbridge Road for Public Safety Center) and NCGS§143-318.11 (a)(3) consult with attorney regarding Lunetta Lewis vs Washington County Department of Social Services, case number--16OSP09475.

Next, Chair Phelps presented a plaque to out-going Commissioner Buster Manning in recognition of his eight (8) years as a County Commissioner.

Commissioner Manning thanked the citizens, saying "it's not an easy job being a Commissioner". He also wished the County the best in the future. Commissioner Manning also thanked the Commissioners currently serving for continuing to serve.

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

- a) Approval of Minutes
- b) Tax Refunds & Releases and Insolvent Accounts
- c) Proclamation: Veterans Day 2016
- d) Resolution for Financing of Ambulances
- e) E911 Grant Agreement with NC911 Board
- f) Boards & Committees
 1. Albemarle Commission, Area on Agency CAC Board Appointment
 2. Washington County ABC Board Re-appointment
 3. Town of Plymouth Board Appointments
 4. Martin-Tyrrell-Washington Health Board Appointment
- g) FEMA Application

Commissioner Walker seconded, motion carried unanimously.

PUBLIC FORUM: James Arnold, 70 Jackson Street, Plymouth, spoke to the Commissioners regarding E911 and the article in the paper where it talked about putting the Public Safety Center in Roper. Mr. Arnold feels it will put a hardship on Plymouth if it is moved to Roper and he asked the Commissioners to please re-consider having the Public Safety Center in Roper.

Mr. Robert Adams, Matt Ransom Drive, Plymouth, asked for the Board to overturn their previous motion in which the Board denied him a refund of his county taxes. He feels the Tax Administrator made a mistake. If it's not overturned he is prepared to take the County to court. Commissioner Manning asked to defer any conversation on this topic to the County Attorney. Mr. Potter said this is not the proper forum for this discussion. Mr. Potter's advice is not to address this matter in the meeting here tonight.

Roy Hines, 1216 Wilson Street, Plymouth, President of Concerned Citizens for Hope, and Vice-President of the NAACP in Washington County, addressed the Board on unethical practices going on in DSS. He stated that things are going on in DSS that could cost the county money—such as with a lawsuit.

Ms. Novella Norman, 112 Somerset Drive, Plymouth, spoke to the Commissioners regarding the telephone company and her US Cellular bill. She says she pays \$4.00 as a tax to Washington County according to the bill. Mr. Potter asked Ms. Norman to bring her phone bill in and let him look at it and she agreed to do so.

Mr. Douglas Maxwell, 112 Park Road, Creswell, spoke to the Board regarding more land that the refuge wants to purchase and feels it needs to stop since it decreases our tax base. The County should stop federal and state agencies from buying so much land.

Ms. Latoya Howell Cofield, Ivy Street, Plymouth, said to the Commissioners that they are the ones that make decisions on schools and recreation and they need to fix the education to be able to bring jobs to Plymouth. If the Board says they are going to do something, then they should stick to it. No one will come back to Washington County after they graduate. They will not prosper here. She said she doesn't want to hear the County doesn't have the money. She feels that the priorities are just not in the right place. She told the Commissioners to let their message be their actions that they stand for.

EMPLOYEE OF THE MONTH: Chair Phelps said this will be the 10th employee of the month. The November Employee of the Month is Connie Barnes, Code Enforcement Officer in the Planning/Safety and Emergency Management Department. Ms. Arnold will take Ms. Barnes' picture and it will be placed on the wall in the foyer of the County Administration Building.

AGRICULTURE REPORT: Ms. Anna-Beth Stewart gave the following presentation to the Board on agriculture in Washington County.

2016 Ag Update

Washington County Cooperative
Extension

Anna-Beth Williams

On-Farm Cotton Variety Trial

- Cooperators:
 - Cooperative Extension
 - Harris Farms, Inc.
 - Dr. Guy Collins
- 10 cotton varieties common in Eastern NC were planted in strip plots and replicated
- Collected data throughout the growing season
- Harvested on November 2



Soybean Test Plots

- On-Farm Variety Trial**
 - Manning Farms
 - Variety trials are a good way to see how well each variety performs on a certain soil type and drainage situation.
- Full-Season Potassium Variety Trial**
 - Poole Farms
 - Potassium is thought to be the the "missing link" for many soybean fertility issues. We evaluated plant response to different rates and forms of potassium fertilizer



27.61 Inches Above Average!

Month	Total Rainfall (in)	30 Year Average Rainfall (in)
September	5.33	5.13
October	6.39	3.86
November	5.22	3.18
December	5.51	3.20
January	3.91	4.54
February	6.41	3.45
March	2.71	4.72
April	5.40	3.49
May	4.58	4.50
June	7.18	5.03
July	7.80	5.31
August	3.04	5.60
September	16.32	5.13
October	11.85	3.86
Total	88.61	61.00









Washington County Declared 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



Most Farmers will be starting 2017 in a deficit leading to financial dire straits

Upcoming Events

- **WITN**
 - Thursday, November 10, at 6 pm
- **Pesticide Collection Day**
 - Wednesday, November 30, at Vernon James Center
 - 10 am – 2 pm
- **2017 Small Grain Field Day**
 - Vernon James Center



Ms. Stewart also mentioned that there will be a 4-minute clip on Washington County on WITN on Thursday, November 10th at 6:00 PM.

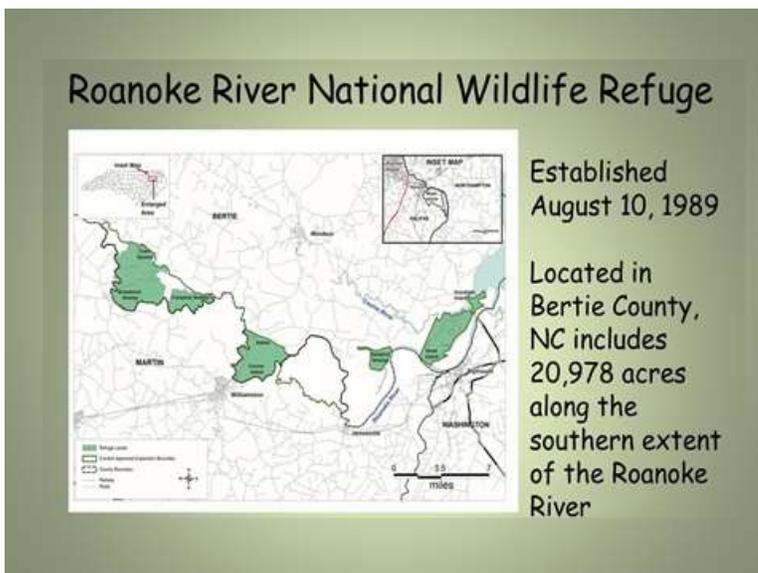
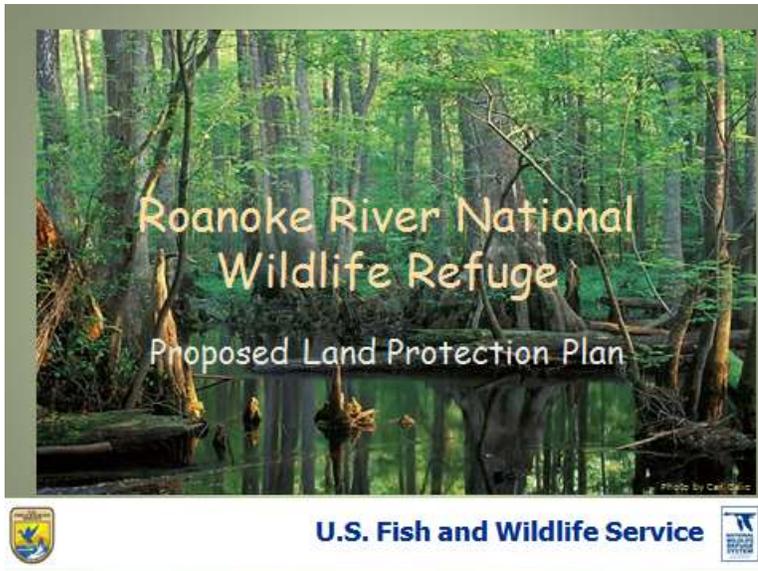
Commissioner Johnson asked about the cotton crop since she has seen some moving through the County. Ms. Stewart said the cotton crops did suffer also and not all of it could be harvested.

STATE EMPLOYEES ASSOCIATION OF NORTH CAROLINA (SEANC): Ms. La'Tuan Danns, Member Action Representative of SEANC, spoke to the Board. Ms. Danns said that SEANC is not the Credit Union. SEANC has been around since the 1940's and has over 53,000 members. SEANC just opened their membership up to local and county employees. SEANC is run by employees. SEANC offers 20 different insurances--from life insurance to pet insurance. There are 3,000 businesses that offer discounts to SEANC members. Ms. Danns said that SEANC gives out scholarships and has a hardship program.

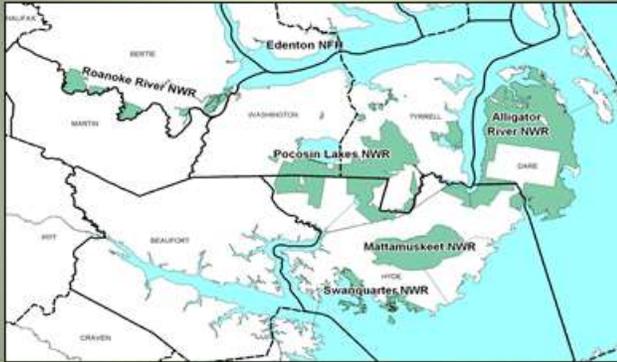
Commissioner Johnson stated she has been a member for over 20 years. It gives the employees another choice. Ms. Danna said the cost for being a SEANC member is \$9.00 a month.

PROPOSED EXPANSION FOR ROANOKE RIVER NATIONAL WILDLIFE

REFUGE: Mr. Matt Connolly spoke to the Board on the abovementioned subject and gave the following presentation.



National Wildlife Refuges on the Albemarle-Pamlico Peninsula



U.S. Fish and Wildlife Service



The Roanoke River



The Roanoke River is a 442-mile-long river with 9,875 square miles of drainage in North Carolina and Virginia.

This project focuses on the lower reach of the river.



U.S. Fish and Wildlife Service



What Exactly Are We Proposing And Why

We are recognizing that the entire lower reach of the Roanoke River is important to wildlife and the people of the region.

Pressures from sea-level rise and projected urban growth will result in less habitat for wildlife and more stress placed on the habitat left.

The Roanoke River National Wildlife Refuge can help to protect and sustain the health of the Roanoke River.

Right now, land owners **do not** have the option to donate, sell or enter into partnerships with the refuge along most of the Roanoke River. The Proposed Conservation Partnership Area will expand the options and opportunities of land owners and the refuge.



U.S. Fish and Wildlife Service



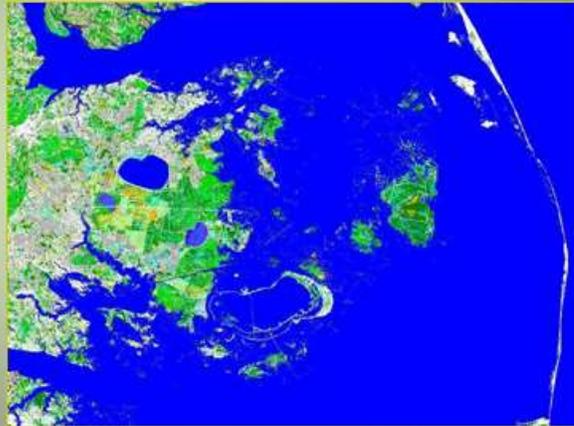
Over 1 million acres will be inundated as sea-level rises over the next few centuries

Sea Level Rise Simulation:
Shows increases in 4 inch increments up to 32 inches.

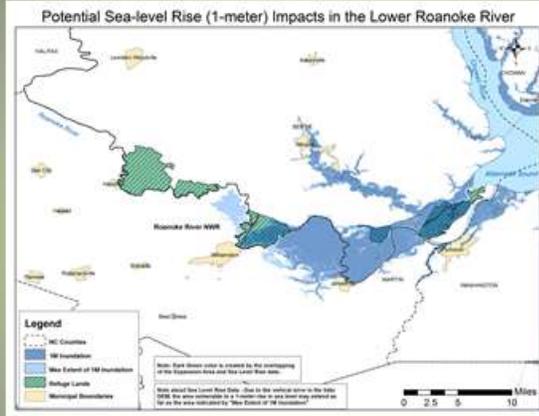
Estimates of how long this will take vary.

Current rate = 200 years

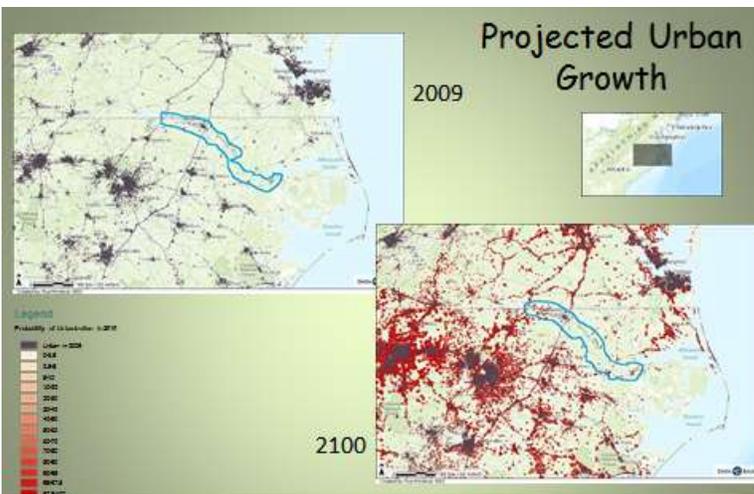
Fastest case = 150 years



Projected 1 meter sea-level rise in next 100 years



U.S. Fish and Wildlife Service



U.S. Fish and Wildlife Service

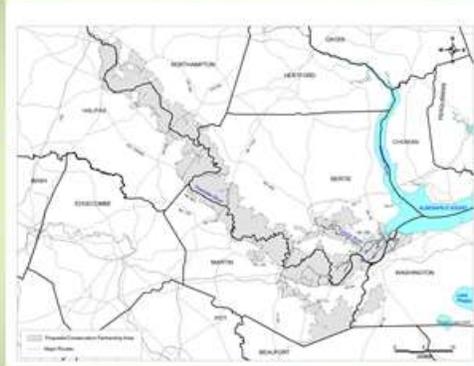


Proposed Conservation Partnership Area

The Proposed Conservation Partnership Area follows the course of the lower Roanoke River. It is derived from selecting parcels of land that either partially or completely fall within the footprint of a 35,000 ft³/second flood from the John H Kerr Dam.

The area covers the existing Roanoke River NWR, other conservation areas, and private lands along the river.

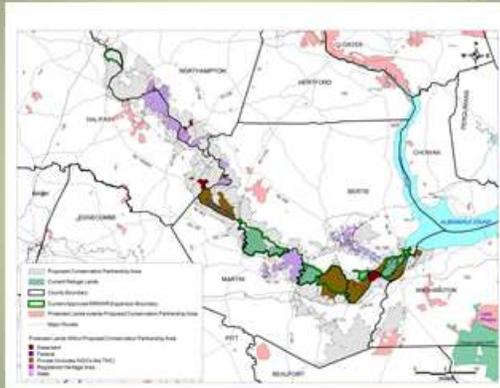
Simply highlights an area that is especially important for wildlife.



U.S. Fish and Wildlife Service



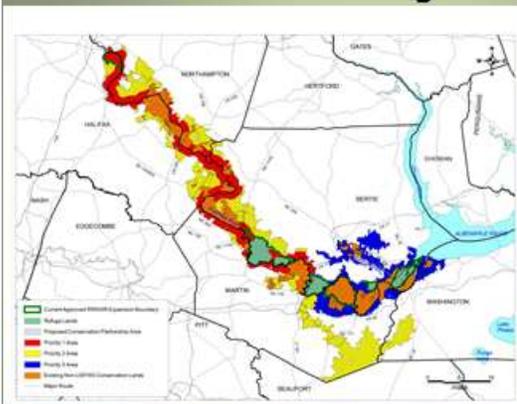
Areas Currently in Conservation within the Proposed Conservation Partnership Area



U.S. Fish and Wildlife Service



Conservation Design



Lands are prioritized by location and significance to wildlife.

The Service is limited to fee-title purchase of no more than a total of 50,000 acres within the Proposed Conservation Partnership Area (CPA).

The Service is limited to easements and cooperative agreements on no more than 100,000 acres within the Proposed CPA.



U.S. Fish and Wildlife Service



What does fee-title mean?

Fee-title is absolute title to land, free of any conditions, limitations, restrictions, or other claims against the title, unless an indication to impose conditions or limitations is clearly stated.

What are conservation easements?

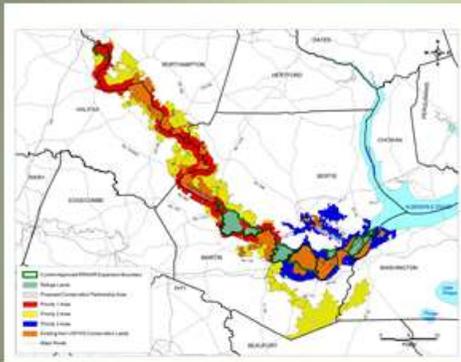
- Conservation easements limit certain types of uses or prevent development in perpetuity, while the underlying fee-title remains in private ownership.
- Individually tailored to meet a landowner's needs while fulfilling specific conservation needs.
- Taxes may be reduced in the future based on owner retained use.



U.S. Fish and Wildlife Service



What does this mean to you?



- You still farm, hunt, fish or whatever you currently do on your land.
- You may keep or sell all or part of your land to anyone you choose, just like now.

However NOW you may also:

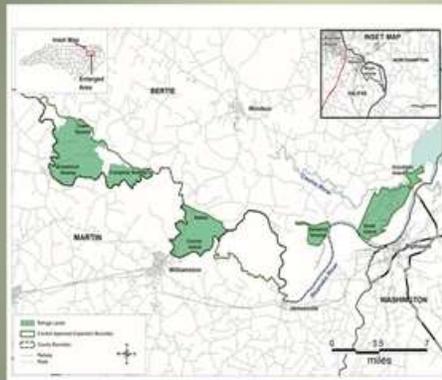
- Sell a conservation easement to the U.S. Fish and Wildlife Service.
- Enter into a cooperative agreement with the U.S. Fish and Wildlife Service for certain purposes.
- Sell your land to the U.S. Fish and Wildlife Service if you choose.



U.S. Fish and Wildlife Service



Roanoke River National Wildlife Refuge



Established
August 10, 1989

Located in
Bertie County,
NC includes
20,978 acres
along the
southern extent
of the Roanoke
River

How does this affect what I do on my property?

The Service's policy is to work with willing sellers only.

Nothing changes for you, unless:

- You sell some or all of your property to the Service. Then the Service manages the land much like Roanoke River NWR is managed now.

Or

- You sell a conservation easement on some or all of your property to the Service. Then, depending on the easement, those uses would be managed by the Service as part of Roanoke River NWR.

Or

- You enter into a cooperative agreement on some or all of your property with the Service for a purpose that is agreeable to you and the Service. Then you share responsibilities on your land for the specific purposes outlined in the agreement.

You still choose if you want to sell your land, who you wish to sell to, and what you do on your property.



U.S. Fish and Wildlife Service



Will federal ownership affect adjoining landowners?

- No
- Service will have no authority on adjoining lands
- May increase values of adjacent properties



U.S. Fish and Wildlife Service



Will Service acquire lands through eminent domain?

- No
- Service will use no adverse action to 'take' land from landowners
- Service will incorporate language in the Land Protection Plan to specify this



U.S. Fish and Wildlife Service



What about hunting and fishing?

- Your rights to hunt and fish on your property are not affected by its inclusion in the Conservation Partnership Area.
- You can still use or lease your property for use by others.
- Current laws and regulations regarding hunting and fishing will still apply to your property.
- **IF** you choose to sell your property or an interest in your property to the U.S. Fish and Wildlife Service, the property would be managed much like the Roanoke River National Wildlife Refuge is now.
- National Wildlife Refuges typically allow for hunting, fishing, wildlife photography, wildlife observation, interpretation and environmental education as long as they do not interfere with the purposes for which the refuge was established.



U.S. Fish and Wildlife Service



What about the loss of tax revenue to the County?

- As an agency of the U. S. Government, the Service, like city, township, county and state governments, is exempt from taxation.
- The Refuge Revenue Sharing Act allows the Service to offset the tax losses by annually paying each county an amount that often equals or exceeds that which would have been collected from taxes if the land was left in private ownership.
- The U.S. Fish and Wildlife Service makes Refuge Revenue Sharing Payments **and** Payments in Lieu of Taxes.



U.S. Fish and Wildlife Service



How Are the Payments Calculated?

- The **Refuge Revenue Sharing Act**, as amended, requires that payments be made to counties, for all land purchased by the Service in fee title. These payments will be based on the **greatest** of:
 - ❖ $\frac{3}{4}$ of 1 percent of the fair market value, or
 - ❖ 25 percent of the net receipts collected for products or services on the land, or
 - ❖ 75 cents per acre
- **Payment In Lieu of Taxes** is paid to Counties on land that was public land before becoming part of the Refuge and had never been private land. It is calculated based on 25% of the net receipts collected from this public domain land.



U.S. Fish and Wildlife Service



Recent History of USFWS Payments to Bertie County 2007 - 2011

Year	County	# of Acres	Property Value	USFWS Payment	Rate
2007	Bertie	21,062	\$13,377,000	\$41,669	.31%
2008	Bertie	21,062	\$13,337,000	\$32,329	.24%
2009	Bertie	21,062	\$16,470,000	\$37,515	.23%
2010	Bertie	21,062	\$16,470,000	\$26,433	.16%
2011	Bertie	21,062	\$16,470,000	\$28,326	.17%
2012	Bertie	21,062	\$16,470,000	\$26,617	.16%
2013	Bertie	21,062	\$27,750,000	\$52,632	.19%
2014	Bertie	21,062	\$27,750,000	\$49,262	.18%
2015	Bertie	21,062	\$27,750,000	\$51,794	.19%



U.S. Fish and Wildlife Service



Where does the money for payments come from?

- Money for these payments comes from the income the Service receives from products or privileges like timber sales, grazing fees, or right-of-way permit fees from all refuges.
- Payments are made based on the fair market value of all lands owned in fee title by the Service within each respective county.
- If the annual receipts and funding are not sufficient for a 100% distribution, each county will receive a proportional share based on the national funding available each year.
- If receipts are not sufficient Congress is authorized to appropriate funds for this purpose.



U.S. Fish and Wildlife Service



Economic Impacts of National Wildlife Refuges

- Nationwide 46.5 million people visited National Wildlife Refuges in 2011.
- These visitors generated \$2.4 Billion in sales for regional economies.
- Non-residents accounted for 77% of expenditures by visitors.
- Refuge recreational spending generated about \$342.9 million in tax revenue at the local, county, state and Federal level. Not including refuge revenue sharing or payment in lieu of taxes.
- The southeast had the highest visitation of any area in the country.
- 72% of spending was on recreation that was non-consumptive.

USFWS Banking on Nature 2013



U.S. Fish and Wildlife Service



Regional Refuge Economic Impacts

Alligator River NWR

Total Visitors in 2011 - 51,793
 Non-Residents - 24,412
 Residents - 27,381

Total Visitor Expenditures - \$1,339,600
 Total Tax and Revenue - \$174,300

Pea Island NWR

Total Visitors in 2011 - 603,150
 Non-Residents - 362,755
 Residents - 240,395

Total Visitor Expenditures - \$16,208,300
 Total Tax and Revenue - \$2,928,000

Pocosin Lakes NWR

Total Visitors in 2011 - 70,150
 Non-Residents - 42,305
 Residents - 27,845

Total Visitor Expenditures - \$1,988,700
 Total Tax and Revenue - \$311,000

USFWS Banking on Nature 2013



U.S. Fish and Wildlife Service



Sentinel Landscape Partnership



- Partnership DoI, USDA, DoD
- Preserve Rural Character
- Maintain Readiness
- \$38 Million
- www.sentinel landscapes.org

Balancing Nature and Commerce in Northeastern North Carolina "Connecting Our Region"

What is the Northeastern North Carolina Balancing Nature & Commerce Initiative

Purpose:

Cultivate the creation of a regional identity that fosters sustainable economic development and regional partnerships and builds awareness of the value of the Region's assets

- 6 Action Plans were developed by over 80 participants in a regional workshop held in October, 2015 focused on developing ecotourism in the region.
- The Albemarle Commission, Region R's Council of Government was selected as the Program Manager for the Initiative
- Agreement to develop a Regional Identity and work across county lines whenever possible to grow ecotourism and support services.



Balancing Nature and Commerce in Northeastern North Carolina Initial 6 Projects

1. Develop a Regional Brand
2. Connecting Communities – Technology Infrastructure Across the Region
3. Regional Map of Paddle Trails and Water Access Points



4. Collaborate to improve water quality/accessibility, maintenance of waterways in order to attract users.
5. Promote Cultural and Heritage Tourism
6. Clean Water, Clean Air, Clean Living – Initially designed to attract professionals to locate to the area but is evolving more broadly into community outreach and education.

In summary:

- This is a proposal
- We are listening and attempting to address concerns and interest
- Suggestions and questions are helpful, welcome, and appreciated
- The draft plan will identify areas and methods of conservation



U.S. Fish and Wildlife Service



What do we want from you?

Your input into the planning for this project is important.

Your Comments

Your Questions

Your Concerns



U.S. Fish and Wildlife Service



Commissioner Manning asked how many acres of the refuge are in Washington County. Mr. Connolly said about 37,000 acres and they are mostly from Weyerhaeuser in Timber Management.

Chair Phelps asked what the timeline is for letting owners know that the refuge wants their land. Mr. Connolly said that scoping meetings will begin in January. Commissioner Sexton asked about the hunting clubs. Mr. Connolly said they will work with them. Chair Phelps asked Mr. Connolly to follow-up with staff on what actual land in Washington County will be needed.

NC BROADBAND OVERVIEW: Mr. George T. Collier, with NC Connect spoke to the Board about Broadband in NC. Chair Phelps said the County appropriated money for the schools to buy Chromebooks. One thing raised to Chair Phelps by citizens is that all citizens don't have broadband. Mr. Collier said he has talked with Chair Phelps, Mr. Carawan and Ms. Fikes, IT Director. Information can be found at ncbroadband.gov/sbp.

Mr. Collier said he has worked up a plan to assist in underserved counties but first needs to develop a goal.

Mr. Collier told the Commissioners that in 2016, all textbooks for schools will be made digital. The Board needs to develop a broadband planning committee for the County. Please look at the Broadband Plan. Mr. Collier said he will devote his time to working with Washington County.

Commissioner Walker asked how the members are selected to be on the committee. Mr. Collier said first with a single point of contact (or multiple folks if that is what the Board desires). Mr. Collier also said it would be nice to have a Commissioner on the committee. He would also like to have managers, economic developers, and members of the Chamber of Commerce. Mr. Collier said he needs folks who can devote their time. It is a long process.

Commissioner Sexton asked for examples of successes. Mr. Collier said Haywood County (Waynesville) identified an infrastructure problem and worked with them. Nash County has received a proposal and are now looking at that proposal and seeing what they can do to help with funding.

Mr. Collier said this office is only a year and half old. He can't make any promises that he can bring in a provider to our County.

Chair Phelps asked the Board if they are ok with making Ms. Fikes the point of contact to work with Mr. Collier and bring information back to the Board's next meeting. The Board agreed.

HURRICANE MATTHEW OVERVIEW: Ms. Ann Keyes, Emergency Management Director gave the Board an update on where the County stands after Hurricane Matthew. Washington County was one of 47 counties declared as a disaster.



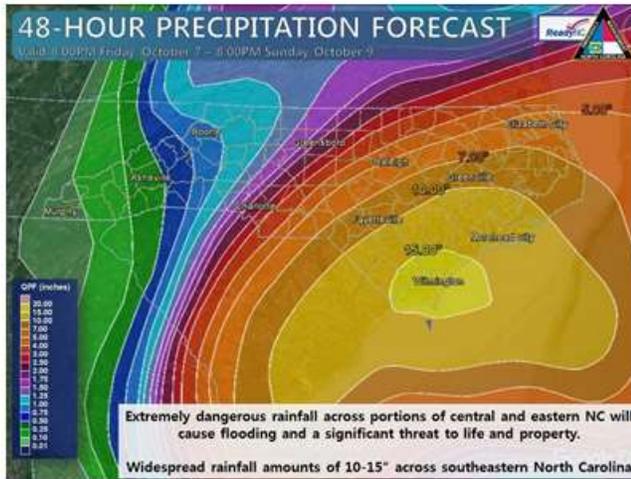
Hurricane Matthew

Washington County Effects – October, 2016

Hurricane Matthew

IT'S BEEN NEARLY ONE MONTH SINCE HURRICANE MATTHEW WREAKED HAVOC IN NORTH CAROLINA.





Preparation

- Conference Calls with partners
- Pre Hurricane Briefing
- Hurrevac
- Web EOC
- Preposition of Resources
- State of Emergency

PLYMOUTH



CRESWELL





PLYMOUTH



Downtown Area

WEST MAIN STREET

WEST WATER STREET



HIGHWAY 64 SHOPPING CENTERS



BOARD OF EDUCATION



ROPER

- Flooded Roadways
- Basement in one home



CRESWELL



RECOVERY MODE

- LOCAL
 - STATE
 - FEDERAL
- 

FUTURE RECOMMENDATION:

- Prepare your household kit
 - Heed watches and warnings
 - Prepare for the worst
 - Discuss flood insurance
- 

Ms. Keyes stated that individuals can apply for assistance by calling 1-800-621-3362. Ms. Keyes also stated that there is not a disaster recovery area yet, but when it is opened, it will be at the Plymouth Municipal Airport. Ms. Keyes noted that 13” of rain was measured at the EOC office.

Ms. Keyes has submitted information to the state and federal offices for assistance. Some residents have applied and received assistance. Ms. Keyes said that if citizens are unsure if they qualify, they should fill out an application. The towns and counties can apply for mitigation assistance also. Ms. Keyes said she is possibly getting a generator for a facility in the County and a boardwalk in Roper to house their pump that is needed during flooding.

Ms. Keyes mentioned that regular insurance will not cover flood insurance. Commissioner Walker asked if there were any houses flooded in the County. Ms. Keyes said no. Ms. Keyes thanked the Commissioners and Mr. Carawan for their assistance during the hurricane.

MOU WITH TIDELAND-ALBEMARLE RETIREMENT: Mr. Willie Carawan, County Manager spoke to the Board. Mr. Carawan noted that the Commissioners may recall, as part of the consolidation of East Carolina Behavioral Health (ECBH) and Albemarle Mental Health Center in 2010, the Board adopted a Memorandum of Understanding concerning the health insurance costs of the Albemarle-Tideland retirees. A copy of the MOU was in the Commissioners' agenda package. Martin County has been administering these funds since that time.

Funds totaling \$676,281 were received from ECBH in 2010 to begin the Albemarle-Tideland Retiree account. Insurance payments started being made in August 2010. In August 2011, the State provided an additional \$500,000 dollars, bringing the total funds provided for retiree health insurance coverage to \$1,176,281.

The current balance in the fund is \$669,723, which means \$506,558 has already been spent. Given the increases in health insurance costs, these funds may only last around 5 -7 more years, not nearly long enough to cover the retirees for life. For 2016, the projected spending is \$88,000.

There are currently 19 retirees – 12 over 65 years of age, and 7 under 65 years of age. The oldest retiree is 84, and the youngest is 57. Three of the retirees under 65 are covered by other group insurance, and therefore, minimum payments are being made to them (individually) to cover their cost. For example, the youngest retiree is currently working, and the insurance coverage cost is only about \$260/year. However, if the youngest retiree would stop working, payments would need to be made for an individual policy for this retiree, which would greatly increase the cost.

Two of the retirees will turn 65 this summer, which will provide the opportunity to save some funds when they transition to a Medicare supplement. However, after this year, there will not be another retiree turning 65 for 4 years.

June 30th year end balances were as follows:

2011	\$577,025
2012	\$969,754
2013	\$889,497
2014	\$813,022
2015	\$726,038

Money to be put in would be based on per capita. Commissioner Johnson said this issue will be going back to the General Assembly.

Commissioner Johnson made a motion to approve the Resolution authorizing an Other Post-Employment Benefits (OPEB) Trust Fund and Related Trust Agreement; Appointment of Trustee for and a Contribution to OPEB Trust Fund. Commissioner Manning seconded, motion carried unanimously.

OLD BUSINESS:

Easements for the Water/Sewer Lines at the Commerce Building: Mr. Curtis Potter, ACM/Attorney gave an update and stated he has made a lot of progress, 18

easements have now been approved. Mr. Potter is continuing to move forward. He is prepared to send out condemnation notices in the future, if needed. Mr. Potter thanked Ms. Ann Keyes for her assistance. The project is set to break ground in March. Mr. Potter will be talking to The Wooten Company this week.

Chair Phelps asked when the extension on the project runs out. Mr. Potter stated the deadline is July 2017.

Update on Public Safety Center Proposals: Mr. Willie Carawan, County Manager stated that the County had advertised for RFQ's for the Public Safety Center and received four (4). County management, which consisted of Mr. Carawan, Ms. Keyes and Mr. Potter, ranked the submissions. Oakley Collier Architects out of Rocky Mount was first in the ranking order.

Mr. Carawan asked if the Board would like to see presentations on the top two choices or let the County Manager move forward. The consensus of the Board was to ask the top two (2) vendors to make a presentation to the Board.

The Commissioners said they would like to have a special meeting and include the presentations on the top two (2) vendors on the Pines Elementary School Roof/HVAC project. The Commissioners decided they would adjourn tonight and call a special called meeting (either Nov 14 or 21).

Update on Courthouse Awning Proposals: Mr. Willie Carawan, County Manager stated that no responses were received. He will continue to reach out to companies.

Update on Pines Elementary School (PES) Roof Proposals, Mr. Willie Carawan, County Manager told the Board that the County received two (2) proposals, Terracon out of Winterville and one from Hall Architects out of Charlotte. One of the subcontractors for Terracon did some of the work on the PES original solicitation. Mr. Carawan mentioned the Board was trying for a second opinion, not someone who had looked at it before. Mr. Carawan said he had been in touch with Dr. Jackson but she didn't feel comfortable reviewing the proposals since it was a second opinion called for by the Commissioners.

Strategic Plan Update, Mr. Willie Carawan, County Manager told the Board that he met with Ms. Cathy Davison. This is her proposal:



STRATEGIC PLANNING FACILITATION PROPOSAL

DATES: 2 half day sessions TBD – possibly early February

PURPOSE: Facilitate an annual retreat for Washington County Board of Commissioners to identify an action plan for the coming year, 3 years and five years that will be utilized for capital planning and development.

WHO SHOULD ATTEND

- All Board of Commissioners, County Manager, Assistant County Manager/Attorney, and County Clerk in attendance
- Department Heads to provide additional information during the retreat (Scheduled)

SCHEDULE:

6 weeks out: Strengths Weaknesses Opportunities and Threats (SWOT) analysis questionnaire goes out to all Commissioners and Department Heads

4 weeks out: Reminder of SWOT Analysis questionnaire due date

2 weeks out: SWOT Analysis questionnaire due, with facilitator compiling all information and beginning process for goals based on questionnaire responses

Days of Retreat

- Begin by 1 p.m. with ground rules review and team building exercise (this time is flexible based on the schedule available for all those involved)
- Review SWOT Analysis Questionnaire Responses (this is brief and will be just the highlights)
- Hear from your Departments 45 minutes -1 hour as scheduled
- Goals – What do you want Washington County to realistically achieve over the next year, 3 years, and 5 years?
- Objectives – How are you going to achieve your goals (realistic deadlines, with departmental responsibilities, tied to your budget)
- Finish by 6 p.m. each session with a wrap up of the day's activities and next steps

CAMDEN

CHOWAN

CURRITUCK

DARE

GATES

HYDE

PASQUOTANK

PERQUIMANS

TYRELL

WASHINGTON

COLUMBIA

CRESWELL

DUCK

EDENTON

ELIZABETH CITY

GATESVILLE

HELFORD

KILL DEVIL HILLS

KITYHAWK

MANED

NAGSHEAD

PLYMOUTH

ROPER

SOUTHERN SHORES

WINNALL

Martin Gilbert
Board Chair

Cathy Davison, ICMA-CM
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AFTER THE RETREAT

3 week after the Retreat: Draft Goals and Objectives with any questions regarding clarification of responsibilities with the inclusion of the Department of Commerce's economic development plan

4 weeks after the Retreat: A finalized draft will be submitted to Washington County for approval

COST: \$1,000 – includes preparation for the retreat with SWOT questionnaire development, SWOT analysis, retreat packets, facilitating the retreat, draft strategic plan, 10 copies of a finalized annual plan with Board presentation.

Ms. Davison's fee for this is \$1,000. Commissioner Johnson said she thought the original plan was to ask her to look at our Strategic Plan document that we recently created and to come up with something from that, not start from scratch. Mr. Carawan said he gave her the County's document. Discussion ensued. Commissioner Johnson stated she would like to table this issue until she can talk to Ms. Davison. Chair Phelps stated he would like to move forward.

Commissioner Walker made a motion to accept Ms. Davison's plan for \$1,000 and move forward. Commissioner Phelps seconded. Motion carried 4-1 with a nay from Commissioner Sexton.

FINANCE OFFICER'S REPORT: Ms. Dixon went over the budget transfers/amendments.

Commissioner Sexton made a motion to approve the budget amendment BA-#2017-010. Commissioner Walker seconded, motion carried unanimously.

Commissioner Sexton made a motion to approve the budget transfers BT-#2017-011, BT #2017-012, BT #2017-013, BT #2017-014. Commissioner Walker seconded, motion carried unanimously.

Ms. Dixon said that she was unable to run the Finance reports due to a bug in the computer program and she is working with Edmunds on this. Hopefully, she will be able to run the report this week. Ms. Dixon said she will bring hardcopies to the Special Called meeting later this month.

Ms. Dixon also mentioned the article in The Roanoke Beacon regarding the TTA funding and its budget overrun. Commissioner Sexton asked why the auditor hadn't caught this before. Ms. Dixon stated she did not have the answer to that question.

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

Commissioner Johnson stated she attended the Education Goals Committee meeting with 7 other counties. They wanted to ask for 40% of the lottery money, but decided to change legislation to address public school capital needs, not ask for the funds as a percentage.

A 2nd goal of the Committee is to increase the ADM amount given to schools. Also the Committee is going to seek legislation to have flexibility with counties with community colleges regarding starting dates. The 3rd goal is that the Committee doesn't want the cost of school buses to go to the county. The 4th goal of the Committee is to fund teaching assistant positions.

Commissioner Johnson also talked about the Public Safety Committee—some counties get more 911 money than others.

Commissioner Sexton discussed the new courthouse security. He stated he had a lady run him down in the field because she was treated rudely by the new security folks. Commissioner Sexton asked Mr. Carawan to mention the new security procedures on his radio program.

Commissioner Sexton also said there is a meeting being planned with Farm Bureau by land owners regarding the flooding issues from the hurricane.

Mr. Potter stated that the schedule for the new playground has been pushed back due to the hurricane— approximately 30-60 days.

Mr. Potter stated that a citizen raised a concern about ambulances parked behind the hospital in rising water during Hurricane Matthew. Neither ambulance was flooded nor are they in service.

Mr. Potter also told the Commissioners that he would be out of town for the remainder of the week at the School of Government.

Mr. Carawan said he is working on getting high speed internet to the Commerce Building at no cost.

Commissioner Walker made a motion to go into Closed Session pursuant to NCGS 143.318.11(a)(3) to consult with attorney regarding Lunetta Lewis vs Washington County Department of Social Services, case number--16OSP09475. Commissioner Sexton seconded, motion carried unanimously.

Commissioner Walker made a motion to go into Closed Session pursuant to NCGS§143-318.11 (a)(5) (lease of real property from Domtar on Trowbridge Road for Public Safety Center). Commissioner Johnson seconded, motion carried unanimously.

Commissioner Manning made a motion to go into Closed Session pursuant to NCGS 143.318.11(a)(6) personnel. Commissioner Johnson seconded, motion carried unanimously.

At 9:10 PM, with no further business to discuss, Commissioner Walker made a motion to adjourn the meeting. Commissioner Manning seconded, motion carried unanimously.

Chair

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