

May 2, 2016

The Washington County Board of Commissioners met in a regular session on Monday, May 2, 2016 at 6:00 PM in the Commissioners' Room, 116 Adams 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, County Attorney/Assistant County Manager Curtis Potter and Deputy Finance Officer Missy Dixon.

Chair Phelps called the May 2, 2016 to order Commissioner Sexton gave the invocation. Commissioner Walker led the pledge of allegiance.

ADDITIONS/DELETIONS: Chair Phelps asked the Closed Session minutes be removed from the Consent Agenda and also remove Item 9, Budget Work Session Information to May 16, 2016 @ 6:00 PM.

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

Agenda:

- a) Approval of Minutes
- b) Tax Refunds & Releases and Insolvent Accounts
- c) NC Education Lottery Public School Building Capital Fund:
 - Plymouth High School 1st Payment on Athletic Lights: \$99,256.96
 - Creswell High Elementary School Carpet Replacement \$19,273.58

Commissioner Walker seconded, motion carried unanimously.

PUBLIC FORUM: Ms. Melanie Perry, NC Hwy 32 S, Interim CEO of Washington County Hospital, noted that National Hospital Week is May 8-14, 2016. WCH will be hosting a Health Fair on May 12 from 3:00 – 6:00 PM at the Vernon James Center. She invited everyone to attend.

Ms. Ann Keyes, Gee Street, Emergency Management Director, said that Washington County Fire Control has been going through inspections this week. Ms. Keyes gave a shout out to David Tawes and Harry White for their assistance. Ms. Keyes also asked that you please say thank you when you see a firefighter. They have been working hard to get our insurance premiums down.

Mr. Lloyd Jones, Roper, 842 Gourd Neck Road, said the Ms. Ann Keyes did a wonderful job of compiling people at the Vernon James Center gathering law enforcement and fire fighters together.

BOARD OF EQUALIZATION AND REVIEW:

Commissioner Manning made a motion to re-convene as the Board of Equalization and Review. Commissioner Sexton seconded; motion carried unanimously.

Ms. Sherri Wilkins, Tax Administrator explained that there were no appeals at this time.

Commissioner Sexton made a motion to adjourn the Board of Equalization & Review. Commissioner Walker seconded, motion carried unanimously.

SPECIAL RECOGNITION: Mr. Tim Esolen, Register of Deeds, presented a plaque to Linda Alligood and Virginia Moore for their tireless efforts in scanning the vital records documents into electronic format. This project involved over 65,000 documents covering all birth certificates, marriage certificates and records of military discharge.

Chair Phelps, on behalf of the Commissioners, thanked Mr. Esolen for what he and his staff do for every day.

CARDIAC ARREST MANAGEMENT: Mr. Andrew Coccaro, EMS Director gave the Board an update on how the EMS Department is faring with its Cardiac Arrest Management. The County's EMS Ross rate is 12.5%. EMS has doubled its rate in less than 90 days. Mr. Coccaro wanted the Commissioners to know how they are treating the citizens of the County.

AMBULANCE FRANCHISE ORDINANCES: Mr. Potter reminded the Board that last year the Board approved three (3) franchises for a one year period and required that they apply for a one (1) year renewal. The County has also received a new application from Bertie Ambulance Service. Ms. Keyes, Mr. Coccaro, Dr. Lowry and Mr. Potter have been brainstorming together. Two of the original franchises have reapplied but they have not met all of requirements of the County's ordinance. Also, one possible change that was mentioned by Mr. Coccaro is to require that all calls to Washington County be made to a central dispatch at E911. If Washington County EMS Transport can't handle them, then E911 can make the call as to which franchise can be used for the pick-up.

Commissioner Johnson asked if they explained why they were late for the deadline. Mr. Potter said that they did not. Commissioner Johnson asked if Washington County is asking franchises to do something that others don't. Mr. Potter said he is going to talk to them and see what they are having trouble with. It may be the insurance that Washington County asks them to have--it may be excessive in the market. It might make sense to drop it down if Washington County is above what the market is asking for.

Mr. Potter explained that if Washington County is handling all the calls we can and have to call outside services then Washington County would know where all the transports are. We would also be able to try and fix any issues.

Commissioner Sexton made a motion to proceed with having all transport calls go through Washington County's E911 Center. Commissioner Johnson seconded.

Commissioner Johnson said she has a concern why the franchises applied late and what the issues are. Mr. Potter also said if our providers were busy and couldn't take a call; the County could have interlocal agreements to get help from others. **Motion passed unanimously.**

SURPLUS ITEMS: Mr. Potter said this was discussed this last year and a resolution was passed on how the County would handle surplus. Mr. Potter also handed out a request to dispose of some items that are in the County Managers office. The recommendation is that these items be destroyed at the landfill. Commissioner Johnson asked about using govdeals.com. Mr. Potter said they will take a 'lot' of say, computers and printers. Ms. Jenn Arnold said there is processing fees with govdeals.com. Ms.

Arnold has also checked with publicsurplus.com. They build their fee into what they sell for the County.

The Commissioners said they would still like to see what is being surplused.

WASHINGTON COUNTY 2nd ANNUAL BLACK BEAR FESTIVAL REQUEST: Mr. Carawan met with Mr. Tom Harrison, Travel & Tourism Director to discuss the upcoming Black Bear Festival. Mr. Harrison would like a contribution from the County in the amount of \$5,000.

Mr. Carawan told the Board that the Town of Plymouth is donating \$1,000 from their license plate fund to the Black Bear Festival. However, they are also providing use of town property of the festival, providing security day and night and closing off the streets. They also will have Police stationed along the route of the 5K. They will be providing trash cans and they will double the number of power receptacles available for the vendors.

This year the 2nd Annual Black Bear Festival starts on Friday night (June 3) and goes through Sunday (June 5). This Festival is even getting noticed across the state. Commissioner Manning said he went with his grandson last year and thoroughly enjoyed it. He does feel that the Festival has an economic and tourism component and feels that the Board should support it at some level. Commissioner Sexton asked Mr. Carawan where the money will come from. Mr. Carawan said there is some lap salaries money that could be used.

Commissioner Sexton made a motion to support the 2nd Annual Black Bear Festival by providing them with \$5,000. Commissioner Manning seconded. Chair Phelps said he supports this but feels that when other festivals requests money (Peanut Festival, etc.) the Board should support them also. Ms. Judy Mayo (speaking on behalf of Travel and Tourism) said they would appreciate any support. She also said that last year, on the Saturday of the Festival, Mamma's Pizza said they had the best day ever since they opened. **The motion carried unanimously.**

BOARDS AND COMMITTEES:

JCPC

Chair Phelps stated that he is on the JCPC but due to his schedule he is unable to make their meetings and would like to request that he be removed from the JCPC and be replaced with Commissioner Walker.

Commissioner Sexton made a motion to appoint Commissioner Walker replace Chair Phelps on the JCPC. Commissioner Johnson seconded; motion carried unanimously.

Washington County Library Board

The Washington County Library Board would like to re-appoint Ms. Lois Davis to the Library Board. This would be her second 4-year term and would be effective July 1, 2016.

Ms. Davis has agreed to serve if re-appointed.

Commissioner Johnson made a motion to re-appoint Ms. Lois Davis to the Washington County Library Board. Commissioner Manning seconded; motion carried unanimously.

Vidant Chowan Hospital Foundation Board

Chair Phelps said that the County does not have representation on the Vidant Chowan Hospital Foundation Board. The appointee can be a Commissioner or a citizen. They meet every other month on Tuesday beginning at 7:00 am – 9:30 am in Chowan County. The Board agreed to re-visit this at the May 16, 2016 meeting.

BUDGET AMENDMENTS/TRANSFERS: Mr. Carawan presented the following budget transfers to the Board:

- BT#: 2016-002 Inter-Departmental Transfers for Soil & Water, Senior Center, Soil & Water, Facilities and Governing Board
- BT#: 2016-003 Inter-Departmental Transfers for Board of Elections, Detention Center, Sheriff's Office, Projects/Transfers
- BT#: 2016-004 Inter-Department Transfers for Manager's Office, Social Services, Tyrrell Co. – Transport/EMS, Washington Co. – Transport/EMS
- BT#: 2016-005 Inter-Departmental Transfers for Travel & Tourism

Commissioner Sexton made a motion to approve the budget transfers listed above. Commissioner Walker seconded; motion carried unanimously.

- BA#: 2016-034 DSS
- BA#: 2016-035 DSS
- BA#: 2016-036 DSS – Van Replacement
- BA#: 2016-037 Sheriff's Office/Medical Examiner/Cooperative Extension/Transfers (put in corrected version)
- BA#: 2016-038 NCHFA URP Grant
- BA#: 2016-039 CDBG Single Family Rehab
- BA#: 2016-040 Library Construction Grant
- BA#: 2016-041 NC Lottery Proceeds
- BA#: 2016-042 Tyrrell County EMS

Commissioner Johnson asked about vans in DSS. Mr. Hardison said that last year there was money allotted that wasn't used to buy a new van, so they would like to use it now.

Commissioner Sexton made a motion to approve the budget amendments listed above. Commissioner Walker seconded; motion carried unanimously.

DEPUTY FINANCE OFFICER'S REPORT: Ms. Dixon discussed the Deputy Finance Officer's Report with the Board.

EMPLOYEE OF THE MONTH:

Chair Phelps presented Ms. Darlene Fikes, IT Director with a certificate of

appreciation as Employee of the Month for May and thanked her for her many years of service. Ms. Arnold took Ms. Keyes' picture and it will be placed on the wall in the foyer of the County Administration Building.

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

- Commissioner Johnson reminded the Commissioners that County Assembly Day is May 18, 2016 in Raleigh--time to meet with your legislatures.
- Ms. Bennett would like to thank Chair Phelps, Commissioner Johnson, County Manager Carawan and Assistant County Manager/County Attorney Potter for attending the North Carolina Association of County Clerks Banquet on April 16, 2016 at 6:00 PM in Jacksonville, NC (Onslow County) to watch her being sworn in as the Association's new President. She greatly appreciated their attendance.
- The Washington County 4-H Livestock show will be this Wednesday, May 4 at the Livestock Barn. Dinners may be picked up between 5:00 pm – 7:00 pm.
- Also, on Wednesday, May 4 Commissioners will be meeting members of the School Board to tour Pines Elementary and Plymouth High school.
- Mr. Potter said he is working on the solid waste disposal RFP.
- Mr. Potter stated that Commissioner Sexton asked staff to look into Golden LEAF grant funds. Staff did look into this; however, Washington County doesn't qualify for any at the present time. Staff may schedule a meeting after the budget is completed to talk to Dan Gerlach.
- Soil & Water is looking at placing a storage building at the Water Treatment plant. Since they moved to Roper, Mr. Sawyer needs his equipment there. It is currently stored behind the County Administration Building.
- Mr. Potter said he is still talking with Probation about a possible move. Staff is working on drawings of the Strader building to make it usable for Probation.
- Chair Phelps noted that two of his ECU students were in attendance at tonight's meeting: Brandon Smity and Anotinette Litz.

At 6:55 PM with no further business to discuss, **Commissioner Johnson made a motion recess to May 16, 2016 at 6:00 PM in the Commissioners' Room. Commissioner Walker seconded, motion carried unanimously.**

D. Cole Phelps
Chair

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