

October 4, 2021

The Washington County Board of Commissioners met in a regular meeting on Monday, October 4, 2021 at 6:00 PM in the Commissioners' Room, 116 Adams Street, Plymouth, NC. (Note: Facebook is down therefore we are unable to ZOOM the meeting and livestream it to the County webpage.) Commissioners Tracey Johnson, Ann Keyes, Carol Phelps and Julius Walker, Jr. were present. Also present were County Manager/County Attorney Curtis Potter, Clerk to the Board Julie J. Bennett and Finance Officer Missy Dixon. Commissioner Sexton was unable to attend.

Vice-Chair Johnson called the meeting to order. Commissioner Keyes gave the invocation; County Manager Potter led the Pledge of Allegiance.

ADDITIONS/DELETIONS: Vice-Chair Johnson noted that the Clerk asked to add Resolution 2021-020 5311 Designee Certification Form to the Consent Agenda as Item 1g). It goes along with Item 1d) and the Finance Officer asked to add Budget Amendment BA#2022-022 under Item 5.

CONSENT AGENDA: Commissioner Keyes made a motion to approve the Consent Agenda with the above noted change:

Items listed under Consent are generally of a routine nature. The Board may take action to approve/disapprove all items in a single vote. Any item may be withheld from a general action, to be discussed and voted upon separately at the discretion of the Board.

- a) Approval of Regular Meeting Minutes for September 7, 2021
- b) Tax Refunds & Releases & Insolvent Accounts
- c) Soil & Water MOU
- d) FY2023 Community Transportation Program (CTP) Grant Submission Resolution
- e) Proclamation 2021-017: National Breast Cancer Awareness Month
- f) Proclamation 2021-018: Domestic Violence Awareness Month
- g) Resolution 2021-020 5311 Designee Certification Form

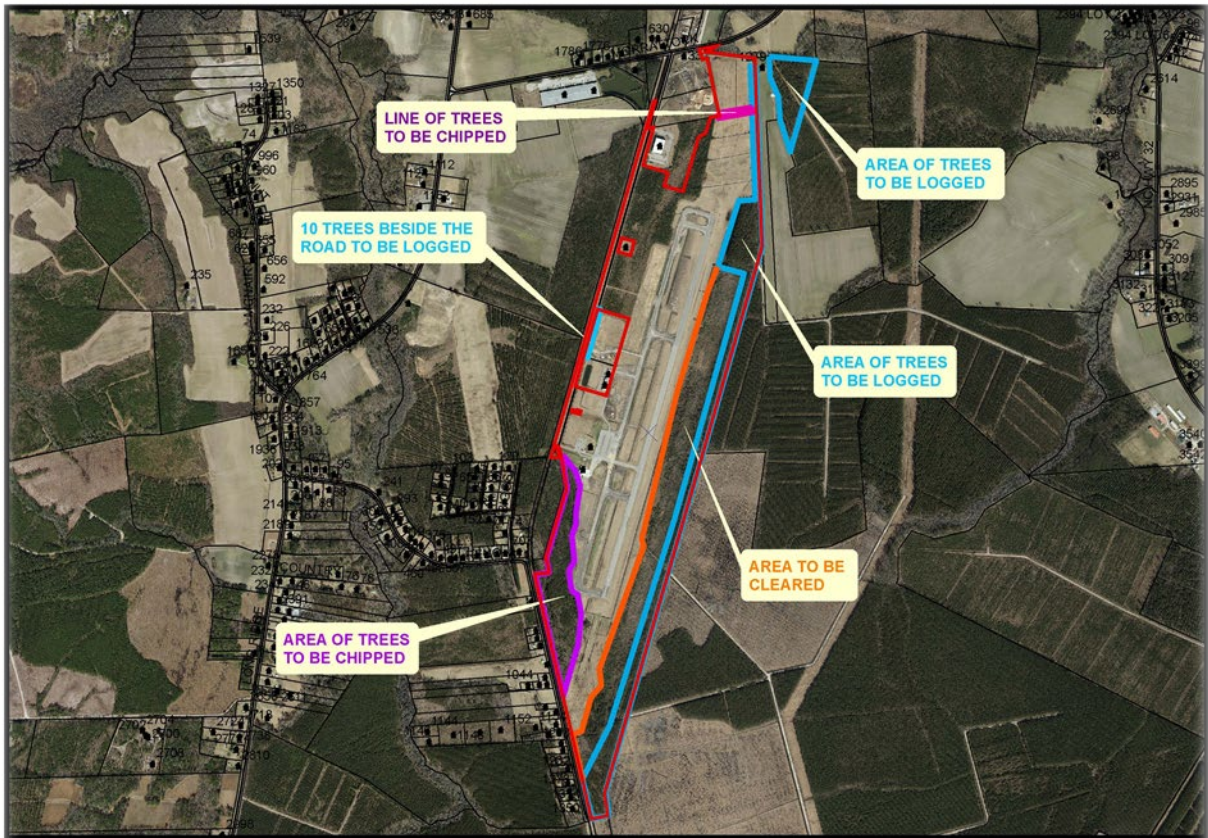
Commissioner Phelps seconded. Vice-Chair Johnson proceeded with the roll call: Commissioner Walker, yea; Commissioner Phelps, yea; Commissioner Keyes, yea; Commissioner Johnson, yea. Motion carried unanimously.

PUBLIC FORUM: None.

DEPARTMENT INFORMATION UPDATE: PLYMOUTH MUNICIPAL AIRPORT (PMA): Mr. Knapp Brabble, Airport Director gave the following presentation.







0 425 850 Feet

TREES TO BE REMOVED

WASHINGTON COUNTY GIS/MAPPING
HARRY WHITE - DIRECTOR
JULY 20, 2021



Mr. Brabble said he started working at the PMA in 2005. Mr. Brabble gave a little history of the airport. Originally, the runway was a bit shorter and the airport had been behind the 8-ball because of this. The FAA was petitioned to lengthen the runway. In 2006, construction was started to extend the

runway by 1800 ft., making it 5500 ft., then small props or single engines could land there. However, there is still a weight limit of 100,000 lbs. on the runway. In doing the runway extension, some drainage work had to be done under the runway. In 2012, the PMA was cited by the FAA for trees growing on the runway approach. The County acquired the Statesberry property to be able to cut down those trees. In 2019, the County got a grant to put in the taxiway to the runway. Mr. Brabble explained that consultants were hired to do our Airport Layout Plan (ALP) which is required by the FAA. This plan will need to be updated every 5 years. If the County doesn't update it, we will be unable to receive federal funding. Item such an AWOS – Airport Weather Operating System—can be contacted for the weather in Plymouth, a terminal building, t-hangars, corporate hangars, and fencing are among the items we are putting in the ALP. The County is going to have to cut some timber also. Emergency Management may be able to get the underbrush chopped rather than sprayed. Mr. Brabble also noted that there is a bump in the runway and he is looking for a way to fix it himself rather than tearing up the runway.

Commissioner Keyes thanked Mr. Brabble for always providing assistance at the Airport when it was needed.

Commissioner Walker asked about how they measure the “21” on the one runway where the FAA said the 1 was too far to the left. Mr. Brabble said they measured it from the center.

Vice-Chair Johnson said she looks forward to seeing the improvements and appreciates all Mr. Brabble does for the Airport.

RESOLUTION 2021-019 ADOPTING REDISTRICTING MAP: Mr. Harry White, GIS/Mapping Director and Mr. Richard Livingston, Lead for North Carolina Fellow (LFNC) presented the following Resolution and Redistricting Map. Mr. Livingston noted that there were over 300 interactions on FB on this topic but no questions. Vice-Chair Johnson asked was there supposed to be a public hearing before approving this. Mr. Potter said no it was not a requirement.

Commissioner Walker said he met with Mr. White about his questions and is now satisfied. Commissioner Phelps said he was satisfied and so was Commissioners Keyes and Johnson.

COUNTY OF WASHINGTON
BOARD OF COMMISSIONERS

COMMISSIONERS:
WILLIAM "BILL" R. SEXTON, JR., CHAIR
TRACEY A. JOHNSON, VICE-CHAIR
ANN C. KEYES
CAROL V. PHELPS
JULIUS WALKER, JR.



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CLERK TO THE BOARD
jbennett@washconc.org

RESOLUTION 2021-019

ADOPTION OF REDISTRICTING MAP

WHEREAS, the release of the decennial census data requires counties with true electoral Districts to examine their electoral Districts to determine if population balances exist; and

WHEREAS, the Washington County Board of Commissioners uses four true electoral Districts to elect Board Members not At Large; and

WHEREAS, the current electoral Districts for Washington County's Board of Commissioners have significant population imbalances; and

WHEREAS, correcting population imbalances between electoral Districts is a critical part of ensuring the democratic principle of "one person, one vote"; and

WHEREAS, the Board of Commissioners is authorized and required by North Carolina General Statutes §153A-22 to revise its District boundaries to correct population imbalances shown by a federal census; and

WHEREAS, County staff has put significant resources into developing new electoral Districts that rectify population imbalances between Districts on an impartial, nonpartisan, and practical basis; and

WHEREAS, on September 7th, 2021 the Board of Commissioners, meeting in a regular meeting, reviewed and considered plans for redrawing the District boundaries; and

WHEREAS, on September 7th, 2021 the Board of Commissioners, meeting in a regular meeting, approved the presentation of multiple redistricting plans for public comment via the internet; and

WHEREAS, the attached map corresponds with electoral Districts that meet statutory requirements concerning population parity and District continuity.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Washington County as follows:

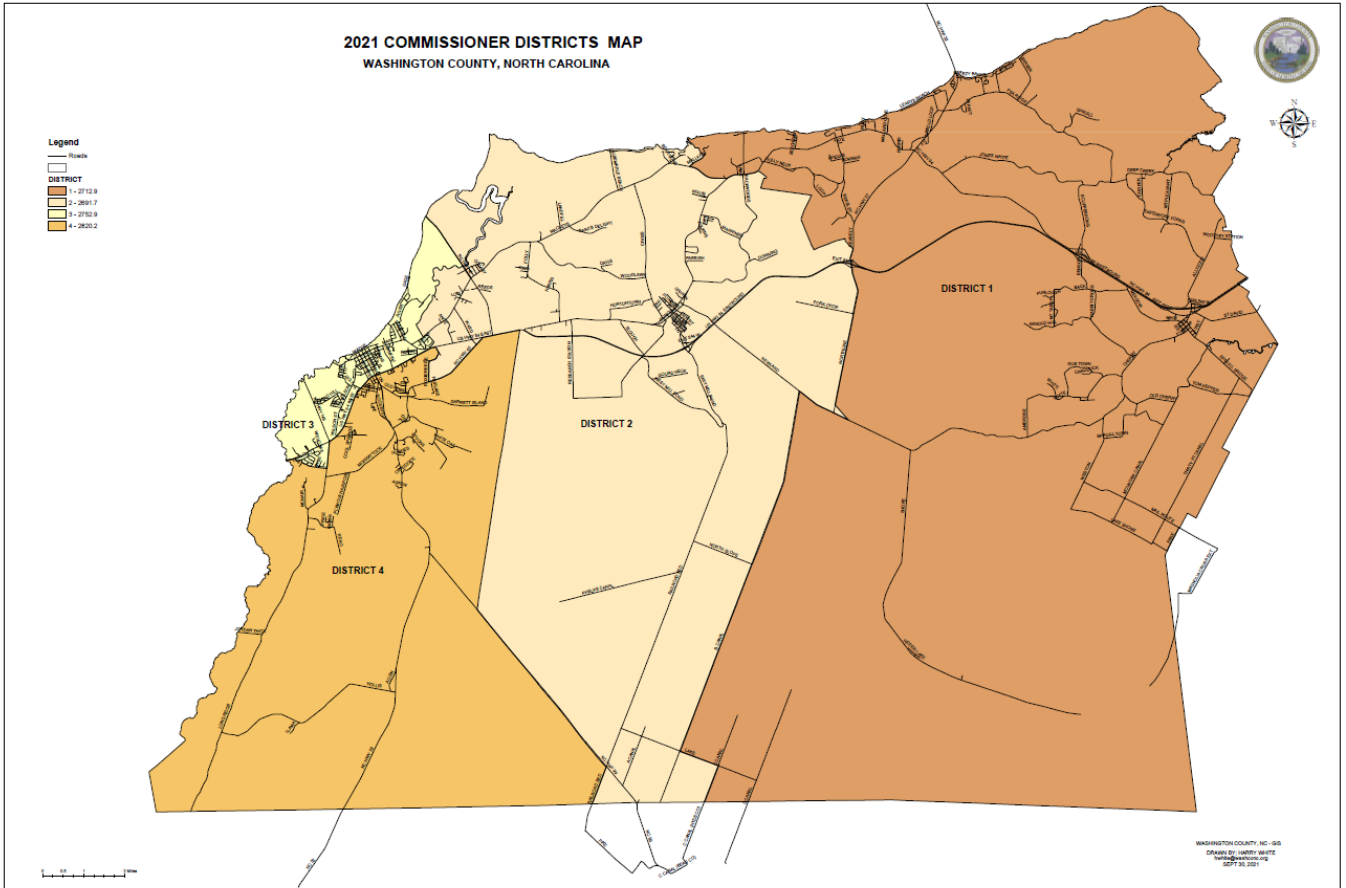
1. That the County adopts these new Districts represented in the attached map for purposes of electing County Commissioners not At Large.
2. The boundaries of the four Districts for the election of the Washington County Board of Commissioners are altered to follow the lines depicted on the attached map.
3. The new District boundaries shall be used for the next election of Board Members and for each subsequent election until the boundaries are altered according to law.
4. A copy of this resolution and the maps showing the District boundaries shall be retained in the office of the Clerk to the Board.
5. That the Clerk to the Board is designated to file these new Districts with all requisite parties as noted in N.C.G.S § 153A-22(f) to include the Secretary of State, Register of Deeds, and the Washington County Board of Elections.

ADOPTED this the 4th day of October, 2021.

Tracey A. Johnson, Vice-Chair
Washington County Board of Commissioners

ATTEST:

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



Commissioner Phelps made a motion to approve the Redistricting Resolution and Map #2 as presented above. Commissioner Walker seconded. Vice-Chair Johnson proceeded with the roll call: Commissioner Walker, yea; Commissioner Phelps, yea; Commissioner Keyes, yea; Commissioner Johnson, yea. Motion carried unanimously.

FINANCE OFFICER’S REPORT: Ms. Dixon went over the budget transfers and budget amendments that were in the Commissioners’ package.

Washington County
BUDGET TRANSFER

To: Board of Commissioners

BT #: 2021 - 156

From: Curtis Potter, County Manager
Missy Dixon, Finance Officer

Date: June 30, 2021

RE: Landfill

Please authorize the finance officer to make the following budgetary adjustments:

Account Code	Description	Old	+ or (-)	New
33-7401-600	Landfill - Contract - Scrap Tire	48,039.00	(482.00)	47,557.00
33-7400-991	Landfill - NC DOR Assessment	2,600.00	482.00	3,082.00
Landfill		50,639.00	-	50,639.00

Justification:

To transfer monies within the Landfill budget to cover the costs to pay the last quarters solid waste taxes to the NC Department of Revenue. This line was slightly underbudgeted as these are always estimates based on prior years and can fluctuate.

Budget Officer's Initials CSP

Approval Date: 9/1/2021

Initials: [Signature]
Batch #: 2021-156
Date: 9/1/2021

Washington County
BUDGET TRANSFER

To: Board of Commissioners
From: Curtis Potter, County Manager
Missy Dixon, Finance Officer
Date: September 17, 2021
RE: TTA

BT #: 2022 - 018

Please authorize the finance officer to make the following budgetary adjustments:

Account Code	Description	Old	+ or (-)	New
63-4970-370	TTA - Marketing & Advertising-Admin	24,800.00	(2,272.00)	22,528.00
63-4960-344	TTA - Rumble on the Roanoke	14,300.00	2,272.00	16,572.00
TTA		39,100.00	-	39,100.00

Justification:

To transfer monies within the TTA budget to cover expenses for the Rumble on the Roanoke that were paid from the NC Bear Festival Fund. The TTA Board met on 9/7/2021 and agreed to cover these expenses that came in over the original Rumble on the Roanoke budget.

Budget Officer's Initials CPD

Approval Date: 9/17/21

Initials: MD
Batch #: 2022-018
Date: 9/17/2021

Washington County
BUDGET AMENDMENT

To: Board of Commissioners

BA #: 2022 - 019

From: Curtis Potter, County Manager
Missy Dixon, Finance Officer

Date: October 4, 2021

RE: Sheriff/Senior Center/SS Economic Support/TTA

Please authorize the finance officer to make the following budgetary adjustments:

Account Code	Description	Old	+ or (-)	New
10-3540-020	Gun Permits Discretionary-County Portion	(980.00)	(525.00)	(1,505.00)
10-4310-611	Gun Permits Discretionary-County Portion	29,300.00	525.00	29,825.00
10-3540-030	Gun Permits-State Portion	(1,195.00)	(625.00)	(1,820.00)
10-4310-612	Gun Permits-State Portion	2,465.00	625.00	3,090.00
10-3540-040	Finger Printing	(260.00)	(160.00)	(420.00)
10-4310-613	Finger Printing	2,295.00	160.00	2,455.00
Sheriff				
10-3509-010	Senior Center Trips	(660.00)	(600.00)	(1,260.00)
10-5150-380	Senior Center Trips	1,383.00	600.00	1,983.00
10-3509-020	Senior Center Donations	(30.00)	(27.00)	(57.00)
10-5150-650	Senior Center Donations	2,336.00	27.00	2,363.00
Senior Center				
10-3490-000	DSS - Administration Reimbursement	(2,863,844.00)	(15,000.00)	(2,878,844.00)
10-5380-383	Special Links (100%)	500.00	15,000.00	15,500.00
SS Economic Support				
63-3990-000	TTA-Fund Balance Appropriation	(12,300.00)	(20,000.00)	(32,300.00)
63-4970-370	TTA Marketing & Advertising-Admin	22,528.00	20,000.00	42,528.00
TTA				
Balanced:		(2,818,462.00)	-	(2,818,462.00)

Justification:

To allocate additional revenue collected in the Sheriff's Office and Senior Center. To budget for additional monies allocated to DSS for Special Links. To allocated fund balance for TTA to the Marketing and Advertising line as approved by the TTA Board at their 9/7/21 Meeting to expand the marketing reach to other communities, retirees, and businesses that might be interested in the area.

Approval Date: _____

Bd. Clerk's Init: _____

Initials:

Batch #:

Date:

Washington County
BUDGET AMENDMENT

To: Board of Commissioners

BA #: 2022 - 022

From: Curtis Potter, County Manager
Missy Dixon, Finance Officer

Date: October 4, 2021

RE: Emergency Management/EMS

Please authorize the finance officer to make the following budgetary adjustments:

Account Code	Description	Old	+ or (-)	New
10-3480-027	Hazard Mitigation - Generator Grant	-	(36,495.00)	(36,495.00)
10-4330-705	Hazard Mitigation - Generator Grant	-	36,495.00	36,495.00
Emergency Management				
37-3902-000	Fund Balance Appropriation - EMS	(234,890.00)	(37,348.00)	(272,238.00)
37-4330-399	Quarterly Intergovernmental Transfer Fee	-	37,348.00	37,348.00
EMS				
Balanced:		(234,890.00)	-	(234,890.00)

Justification:

To budget for revenues and expenses associated with a Hazard Mitigation Grant that the county has received. This grant will cover the costs of two generators, one for the locations at the radio station and the other for the location of the tower site on highway 64. This will also cover the cost of a remote control system to monitor if there are any generator failures from the station site. To appropriate EMS Fund Balance to cover the costs of what is being called an Intergovernmental Transfer Fee that is associated with the new Medicaid Managed Care Plans. Previously this fee was pulled out of the Medicaid Cost Settlement however with the new plans, we are being paid at 100% and billed for the IGT Fee Quarterly.

Approval Date: _____

Bd. Clerk's Init: _____

Initials:	
Batch #:	
Date:	

Commissioner Keyes made a motion approve the budget transfers/amendments as presented. Commissioner Phelps seconded. Vice-Chair Johnson proceeded with the roll call: Commissioner Walker, yea; Commissioner Phelps, yea; Commissioner Keyes, yea; Commissioner Johnson, yea. Motion carried unanimously.

OTHER ITEMS BY CHAIR, COMMISSIONERS, COUNTY MANAGER/ COUNTY MANAGER OR CLERK:

Mr. Potter had a couple of items he needed to mention to the Board. We have a joint meeting with the Washington County Board of Education next Monday to discuss the DPI report. Vice-Chair Johnson said she hasn't had time to look over the report yet, but asked the Commissioners to talk amongst

themselves and also to the County manager if they have any questions. Mr. Potter said he would like any comments/suggestions by Thursday, October 7 @ noon.

The Citizens Academy starts on October 18 and currently there are 5 citizens signed up. Mr. Potter said ideally he would like to have 15 signed up, so if you know some who may want to get involved, please have them sign up. The Citizens Academy will be held in the Commissioners' Room @ 6:00 pm on October 18th. The first one is about Administration—the County Manager's Office, the Board and the Clerk to the Board. There will be six sessions.

Mr. Potter said the annual meeting of the Southern Albemarle Association will be Thursday, October 21 at the Vernon James Center. Mr. Potter stated he will not be able to attend due to a conflict. Vice-Chair Johnson said the County needs to stay on top of when it's Washington County's time to be President.

Mr. Potter said he is working on finding ways to spend ARP funds. Please let Mr. Potter know if the Board has a "wish list".

Commissioner Phelps made a motion go into Closed Session pursuant to NCGS §143-318.11(a)(3) (attorney-client privilege), NCGS§143-318.11(a)(4) (economic development) and NCGS §143-318.11(a)(6) (personnel). Commissioner Keyes seconded. Vice-Chair Johnson proceeded with the roll call: Commissioner Walker, yea; Commissioner Phelps, yea; Commissioner Keyes, yea; Commissioner Johnson, yea. Motion carried unanimously.

Back on Open Session, **Commissioner Keyes made a motion to approve the Halloween Resolution discussed in Closed Session and shown below. Vice-Chair Johnson proceeded with the roll call: Commissioner Walker, yea; Commissioner Phelps, yea; Commissioner Keyes, yea; Commissioner Johnson, yea. Motion carried unanimously.**

COUNTY OF WASHINGTON
BOARD OF COMMISSIONERS

COMMISSIONERS:

WILLIAM "BILL" R. SEXTON, JR., CHAIR
TRACEY A. JOHNSON, VICE-CHAIR
ANN C. KEYES
CAROL V. PHELPS
JULIUS WALKER, JR.



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JULIE J. BENNETT, CMC, NCMCC
CLERK TO THE BOARD
jbennett@washconc.org

RESOLUTION 2021-022
OBSERVANCE OF HALLOWEEN 2021

WHEREAS, the celebration of Halloween traditionally coincides with the practice of "trick or treating" which involves young people visiting door to door in the later hours of the day to collect candy; and

WHEREAS, Halloween 2021, falls on a school night which potentially limits school aged children's ability to enjoy this long-lasting tradition; and

WHEREAS, the Board of Commissioners has an interest in insuring the successful continuation of this community tradition; and

WHEREAS, the Board of Commissioners recognizes the value in establishing a uniform county-wide official observance of Halloween to limit confusion, improve safety, and increase community participation.

NOW THEREFORE BE IT RESOLVED that this Board of Washington County Commissioners hereby recommends that each of the three municipalities within Washington County choose to observe Halloween on Saturday, October 30th, 2021 between 6:00 pm and 9:00 pm.

ADOPTED this the 4th day of October, 2021.

Tracey A. Johnson, Vice-Chair
Washington County Board of Commissioners

ATTEST:

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

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Vice-Chair Johnson also mentioned the upcoming Washington County High School Homecoming Parade, which is Friday, October 8th and said the Commissioners have been asked to ride

in the parade. Line-up is at 3:45 PM at the corner of Main and Monroe Streets. Commissioner Walker said he will participate and he will pick up the keys for the County Manager's Durango at 3:30 PM.

At 8:46 PM, with no further business to discuss, **Commissioner Keyes made a motion to recess the meeting to Monday, October 11 at 6:00 PM to have the joint meeting with the Board of Education at the Washington County High School Gym, 800 East Main Street, Plymouth. Commissioner Phelps seconded. Vice-Chair Johnson proceeded with the roll call: Commissioner Walker, yea; Commissioner Phelps, yea; Commissioner Keyes, yea; Commissioner Johnson, yea. Motion carried unanimously.**

Tracey A. Johnson
Vice-Chair

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