

November 1, 2021

The Washington County Board of Commissioners met in a regular meeting on Monday, November 1, 2021 at 6:00 PM by using ZOOM—virtual meeting software (due to the COVID-19 pandemic) for Facebook Live Streaming in the Cooperative Extension Conference Room, 128 E. Water Street, Plymouth, NC. Commissioners Tracey Johnson, Ann Keyes, and Carol Phelps 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 and Commissioner Walker were unable to attend.

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

ADDITIONS/DELETIONS: The Chair noted that the Clerk asked to add Boards & Committees as Item 4A.

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

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 October 4 & 11, 2021 and Closed Session Minutes for August 2 & September 7, 2021
- b) Tax Refunds & Releases & Insolvent Accounts
- c) Proclamation 2021-025 Tobacco Awareness Month
- d) Ratification of Resolution 2021-014 Approving Conveyance of Personal Property to a Nonprofit Organization Pursuant to GS 160A-280
- e) Resolution 2021-023 Authorizing Sale of Real Property, 111 East Main Street, Plymouth, By Electronic Public Auction Pursuant to GS 160-270
- f) Resolution 2021-024 Resolution Authorizing Sale of Real Property, 758 Spruill Bridge Road Creswell, By Electronic Public Auction Pursuant to GS 160A-270

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

PUBLIC FORUM: Mr. Charles Sharpe, Town Council member in Roper, 418 Banks Street, brought a few things to the Board. The Town of Roper needs some help in understanding how they go about getting certain structures looked at and inspected and hopefully condemned. Needs direction on how to get that done. Mr. Sharpe said the Roper Town Council mailed a letter to Planning & Safety Director but nothing has moved. They would welcome someone to come to their Town Council meeting to tell them how to do that. Vice-Chair Johnson asked Mr. Potter if he would set up a meeting to have the Inspector and himself meet with the Roper Town Council. Mr. Potter said yes.

Mr. Jimmy Sutton, Roper, 407 Busch Street, has serious concerns that he has brought to governing agencies for 15 years. He would like to address speeding in Roper. He has seen someone

coming down Boush Street at 80 mph. They deal with that daily. He has called 911 numerous times. Mr. Sutton said he is not in favor of defunding the police. They need some help. When he calls 911 it may be the next day or 2 hours before someone investigates. There have even been shootings (guns discharged) in Roper and the deputies say they know who is doing this but they take no action. Also a tractor trailer turned over in Roper from speeding. On another occasion, his son got side swiped on the road by Feyer Ford (in Plymouth) and that vehicle was speeding. Speeding can be controlled. Please send help.

Vice-Chair Johnson thanked the citizens for coming to speak.

DEPARTMENT INFORMATION UPDATE: "REPORT TO THE PEOPLE": Ms. Rebecca Liverman, Cooperative Extension Director told the Board that every November, her and her staff give the Commissioners' a "Report to the People". Once again, they will do that very same thing by giving a snapshot of one of their programs over the past year.

Ms. Rebecca Liverman, Cooperative Extension Director:

Quarantine 15--over the past 18 months, 43% of the US population has gained 15+ lbs. Even our pets have gotten pudgy! Ms. Liverman partnered with Senior Center Director Vanessa Joyner to offer L.I.F.T. (Lifetime Improvements through Fitness Together). It was 16 sessions taught through ZOOM and posted to Youtube. Ms. Liverman challenged the Board to think about the number of vegetables and the amount of water they are consuming per day. We each need between 2-4 cups of vegetables and adults should be drinking between 96-110 ounces of water per day.

Ms. Jalyne Waters, Ag Agent:

Ms. Waters was able to give stats on the number of acres in the County per commodity.

1,500 acres of peanuts

5,500 cotton

10,422 wheat

30,388 soybeans and

40,185 field corn

Also, in 2019, cash receipts for agriculture in Washington County equaled \$45 million

In 2021, there were 17 test plots in the County to help guide the best management decisions. These would have been based on varieties, planting dates, and fertilizer timing. She ended her session by saying, "If you see a farmer smiling, he's thinking about commodity prices, if you see a farmer crying, he's thinking about input costs."

Ms. Beth Stanley Jackson, 4-H Youth Coordinator:

4-H over the past year has transitioned from 4-H to the Front Door at-home kits to limited in-person activities to partnering with the Washington County Schools. Throughout the year 4-H has focused on healthy living, but more specifically mental health. Like adults, our youth have faced insurmountable stress and challenges these past 19 months. By utilizing hands-on mindfulness activities, we allow youth the opportunity to create tools to help handle these new challenges.

One activity that is a crowd favorite is the Calming Jar. Youth combine clear glue, warm water, food coloring, and glitter in a bottle. The idea is simple, but the results are profound. When a

young person is stressed, frustrated, angry, or overwhelmed, they shake the jar and place it on a table. They are encouraged to focus on the swirling glitter breathing deeply in and out as they watch it sink to the bottom. They were asked to notice the calm feeling moving through their body as they breathe in and out. And as the glitter settles and the water clears, so will their thoughts, feelings, and body.

The youth love to make these for themselves, but also for loved ones. This summer we had 4-H'ers ask to make one for their parents because they felt it would be helpful. We may think our young people don't see our stress, but they understand. These calming jars were made especially for the Board and staff by one of the County's 4-H Youth volunteers and they hope they can be useful in your day-to-day lives.

Commissioner Keyes thanked Cooperative Extension for job they do and for working with the SHIP program. Ms. Liverman reminded everyone that if you have seniors on Medicare, her office can help them.

RESOLUTION 2021-026 AUTHORIZING THE UPSET BID PROCESS FOR THE POTENTIAL SALE OF THE COMMERCE CENTER AT 100 AIRPORT ROAD, PLYMOUTH: Mr. Curtis Potter, CM/CA spoke to the Board about this.

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.



POST OFFICE BOX 1007
PLYMOUTH, NORTH CAROLINA 27962
OFFICE (252) 793-5823
FAX (252) 793-1183

ADMINISTRATION STAFF:

CURTIS S. POTTER
COUNTY MANAGER/COUNTY ATTORNEY
cpotter@washconc.org

CATHERINE "MISSY" DIXON
FINANCE OFFICER
mdixon@washconc.org

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

AGENDA ITEM MEMO

MEETING DATE:	November 1 st , 2021	MEMO Date:	October 28, 2021	ITEM:	4
SUBJECT:	Potential Sale of Commerce Center via Upset Bid Process				
DEPARTMENT:	Economic Development				
FROM:	Curtis S. Potter, County Manager/County Attorney (CM/CA)				

ATTACHMENTS:

- A- Washington County Resolution 2021-026 Authorizing Upset Bid Process (3pgs)
 - B- Washington County Commerce Building (100 Airport Rd, Plymouth NC 27962) Fact Sheet (2pgs)
 - C- Site Survey of 11.83 acre Washington County Commerce Center Tract One (1pg)
 - D- Property Tax Card Dated 3/25/2021 (1pg)
 - E- Public Notice of Intent to Sell (1pg)
 - F- Local Gov't Property Disposal Procedures - Sale by Negotiated Offer and Upset Bid (G.S. 160A-269) (1pg)
-

PURPOSE: For Board consideration and approval of Resolution 2021-026 Authorizing Upset Bid Process For the Potential Sale Of The Washington County Commerce Center Located at 100 Airport Rd, Plymouth NC 27962

BACKGROUND:

- 2010 County surveyed 11.83 acres @Airport Rd as "Washington County Commerce Center Tract One"
- 2011 substantial completion of exterior construction of 25,000 sf shell building intended for use by a specific economic development business partner based on specific building needs which ultimately failed to develop resulting in an incomplete and stalled overall project prior to the completion of construction. Unfinished items included flooring, HVAC, plumbing, water/sewer, etc.
- 2014-2019 substantial completion of necessary water/sewer infrastructure
- 2020 Property Revaluation (Assessed value decreased substantially from \$1,574,300 to \$843,200)
 - o Interior floor, loading bay door cut-ins, HVAC, internal plumbing remains unfinished & incomplete
 - o Exterior ramp walkways require substantial repairs due to water intrusion/damage
- 2021 County approached by multiple interested purchasers seeking to expand existing business operations using this site. After discussing possible economic development incentives packages and conveyance options with the UNC School of Government, staff recommended proceeding with a potential sale under NCGS 158-7.1 using an upset bid process per NCGS 160A-269
- 10/13/21 & 10/20/21 - County published attached "Public Notice of Intent to Sell"
- 10/14/21 County received a tentative written offer and 5% deposit from Triple Waves Industrial

Laundry which currently owns and operates a commercial laundry facility located at 108 US Highway 64E, Plymouth NC 27962

FINANCIAL ANALYSIS/IMPACTS:

- Staff estimate of major local funding investments to date: \$500k construction; \$186k infra:
- Est. annual business property tax rev per \$1M property/equipment located/invested at site: \$8.5k
- Est. annual real property tax rev based on current rate/value (subj to increase for improvements): \$7.1k

Potential Future Revenue Estimates*	10 YEARS	20 YEARS	30 YEARS	40 YEARS
Current Empty Bldg	\$71k	\$142k	\$213k	\$284K
Improved Empty Bldg	\$85k	\$170k	\$255k	\$340K
Improved Empty Bldg w/ \$1M equip/property	\$170k	\$340k	\$510k	\$680K
Improved Empty Bldg w/ \$2M equipment/property	\$255k	\$510k	\$765k	\$1M

*Estimates only: based on certain underlying assumptions about property valuation and tax rates which are subject to a wide variety of sometimes volatile and unpredictable regulations. Estimates do not include potential additional revenues generated from water/sewer services.

STAFF DISCUSSION & ANALYSIS:

- Based on staff’s analysis of the costs vs. benefits of conveying the Commerce Center into private ownership as originally intended albeit at a substantially lower than anticipated potential price, and based on the lack of risk to the county in initiating and evaluating potential offers to purchase the property likely to be received in the current market based on recent interest expressed by three (3) local established businesses, staff recommends approving the attached resolution to initiate the 10 day upset bid process after which a public hearing will be held at which additional information about the highest bidder will be presented and discussed for the Board’s consideration in potentially approving the sale of the property to that highest bidder.

STAFF RECOMMENDATION(S):

Vote to approve the attached Resolution 2021-026

COUNTY OF WASHINGTON
BOARD OF COMMISSIONERS

COMMISSIONERS:

WILLIAM "BILL" R. SEXTON, JR., CHAIR
TRACEY A. JOHNSON, VICE-CHAIR
ANN C. KEYES
CAROL V. PHELPS
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JULIE J. BENNETT, CMC, NCMCC
CLERK TO THE BOARD
jbennett@washconc.org

RESOLUTION 2021-026

Authorizing Upset Bid Process

For the Potential Sale Of The Washington County Commerce Center

Located at 100 Airport Road, Plymouth Nc 27962

WHEREAS, Washington County owns certain real property consisting of approximately 11.83+/- acres as more particularly described and shown in a map entitled "Survey of: Washington County Commerce Center Tract One" dated January 26, 2010 and revised March 27, 2010 by Timothy J. Esolen, PLS, being recorded in Plat Cabinet 3, Slide 33H, in the Washington County Register of Deeds Office, and for additional reference purposes only having a Tax Parcel ID Number of 6766417088; and

WHEREAS, the County previously constructed a 25,000+/- square foot industrial shell building together with certain other improvements and infrastructure serving said building which are situated upon and considered part of the property described above; and

WHEREAS, North Carolina General Statute § 158-7.1 authorizes a county to undertake an economic development project by conveying property to a company in order to cause the company to locate or expand its operations within the county; and

WHEREAS, North Carolina General Statute § 160A-269 permits a county to sell property by upset bid, after receipt of an offer for the property; and

WHEREAS, the County has received an offer to purchase the property described above, in the amount of \$235,000 submitted by Ervin Shperdheja of Triple Waves Industrial Laundry, LLC; and

WHEREAS, Triple Waves Industrial Laundry has paid the required five percent (5%) deposit on its offer;

NOW THEREFORE, THE BOARD OF COUNTY COMMISSIONERS OF WASHINGTON COUNTY (the "Board") HEREBY RESOLVES THAT:

1. The potential sale (subject to final approval by the Board) of the property described above through the upset bid procedure of North Carolina General Statute § 160A-269 is hereby authorized.
2. The Clerk to the Board shall cause a notice of the proposed sale to be published. The notice shall describe the property and the amount of the offer, and shall state the terms under which the offer may be upset.
3. Persons wishing to upset the offer that has been received shall submit a sealed bid with their offer to the office of the Clerk to the Board within 10 days after the notice of sale is published. At the conclusion of the 10-day period, the Clerk to the Board shall open the bids, if any, and the highest such bid will become the new offer. If there is more than one bid in the highest amount, the first such bid received will become the new offer.
4. If a qualifying higher bid is received, the Clerk to the Board shall cause a new notice of upset bid to be published, and shall continue to do so until a 10-day period has passed without any qualifying upset bid having been received. At that time, the amount of the final high bid shall be reported to the Board.
5. A qualifying higher bid is one that raises the existing offer by not less than ten percent (10%) of the first \$1,000.00 of that offer and five percent (5%) of the remainder of that offer.
6. A qualifying higher bid must also be accompanied by a deposit in the amount of five percent (5%) of the bid; the deposit may be made in cash, cashier's check, or certified check. The county will return the deposit on any bid not accepted, and will return the deposit on an offer subject to upset if a qualifying higher bid is received. The County will return the deposit of the final high bidder at closing.
- 7.
8. **The terms of the potential final sale include all the following:**
 - a. Unless otherwise agreed in writing, the property shall be conveyed by the county in its present AS-IS WHERE-IS condition, without any warranties or guarantees, and subject to any and all defects, latent or patent, material or otherwise, including without limitation the physical condition of the building and supporting infrastructure, as well as the legal status of the title to the property which shall be conveyed subject to any and all recorded restrictive covenants, easements, liens, notices, or any other matters of title recorded in the Washington County Register of Deeds Office or otherwise appearing in any publicly available records.
 - b. The property shall be conveyed subject to a restrictive covenant running with the land in perpetuity that the property must be used at all times solely for industrial/commercial purposes and in general conformity with any and all applicable laws related thereto.
 - c. The Board by subsequent Resolution must approve the final high offer (including the initial offer received if no subsequent offers are made) prior to the sale being considered finally

approved by the Board and being able to proceed to closing.

- i. The Board reserves the right within its sole discretion, for any reason or no reason, and at any time prior to giving its subsequent approval of the final high offer, to reject any and all offers or bids, including the initial offer described herein.
- ii. Within 30 days after the final upset bid period has passed, and prior to approving the final high offer by subsequent Resolution, the Board shall conduct a public hearing to assist it in more fully evaluating the final high offer including the economic development merits of approving said offer and conveying the property to the potential buyer making it. The potential buyer shall attend the public hearing and shall cooperate in good faith with the Board and County staff to provide before, and if necessary present during, such hearing relevant information related to the buyer's intended use of the property including without limitation at a minimum information about the following:
 - a. Information related to the buyer's general short-term & long-term property improvement plans;
 - b. Information about the number and type of potential jobs the buyer intends to create in connection with the property; and
 - c. Information about the probable average hourly wages to be paid in connection with any such jobs.
- d. The buyer shall pay the full purchase price for the property in cash at the time of closing which shall take place within 30 days after the Board has approved the final high offer by subsequent Resolution after the public hearing described above. Failure to close within 30 days of final approval by the Board for no fault or delay caused by the County shall result in the buyer's forfeiture of the bid deposit unless otherwise agreed in writing between the parties.

ADOPTED this ___ day of _____, 20__

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

ATTEST: _____
Julie J. Bennett, CMC, NCMCC
Clerk to the Board

Washington County Commerce Building

100 Airport Road, Plymouth, NC 27962



Available For Sale

Attractive 25,000 square foot shell building, close to Plymouth Airport, and the Roanoke River for potential barging. Sits on 11+ acres with possible future expansion southward along Airport Road.

1 story shell building (204' x 122' x 30') with metal roof and split-faced block/metal wall panels built in 2011 with unfinished floor and 75 parking spaces. Existing water & commercial sewage completed in 2019, potential natural gas/broadband options negotiable based on need. Site is immediately adjacent to existing rail provided by Carolina Rail Service and may be eligible for direct spur if desired.

Located within 2 miles of US Hwy 64 (4-lane divided hwy), 19 miles of future Interstate 87, and 70 miles from Interstate 95. Located 96 miles from Raleigh-Durham International Airport. Port of Norfolk is 99 miles away, Port of Morehead City is 105 miles away.



Washington County Commerce Building
 100 Airport Road, Plymouth, NC 27962

Traffic Count:
 US Hwy 64 has an Annual Average Daily Traffic Count of 13,000 vehicles

Zoning:
 - Industrial/Commercial

Demographics

	1 Mile	3 Miles	5 Miles
Population (2019)	224	4,051	6,977
Households	94	1,713	2,937
Median HH Income	\$50,708	\$34,667	\$33,926
Median Home Value	\$101,786	\$96,154	\$90,544
Median Age	42.7	42.2	44.0



Washington County Economic Development
 116 Adams Street
 PO Box 1007
 Plymouth, NC 27962
 Phone: 252-793-5823
 Email: CMOAssistant@washconc.org



AREA BY DMD
TOTAL PERMETER
511,375.06 ± SQ. FT.
143.1 ± ACRES

REFERENCES
DSD 461, PC 04
PC 3, SLIDE 30 A, B, & C
PC 3, SLIDE 30 B
MB 6, PG 127
MB 7, PG 36
SPECIAL PROCEEDING FILE 75-SP-24
PC 2, SLIDE 181 F

LEGEND

- S/W RIGHT OF WAY
- C/L CENTERLINE
- EP EXISTING IRON PIPE FOUND
- SPS IRON PIPE SET, 3"± DIAMETER
- ER EXISTING IRON ROD FOUND
- EPK EXISTING PK NAIL & CAP FOUND
- EM EXISTING MAG NAIL FOUND
- MS MAG NAIL SET
- PC PLANT CEMENT

THIS PLAN IS NOT
SUBJECT TO
SUBDIVISION APPROVAL
3-30-10
DATE
Case/Kegan

I bind in Washington County NC
to the State of North Carolina
the following:
PC 3 SL 33H

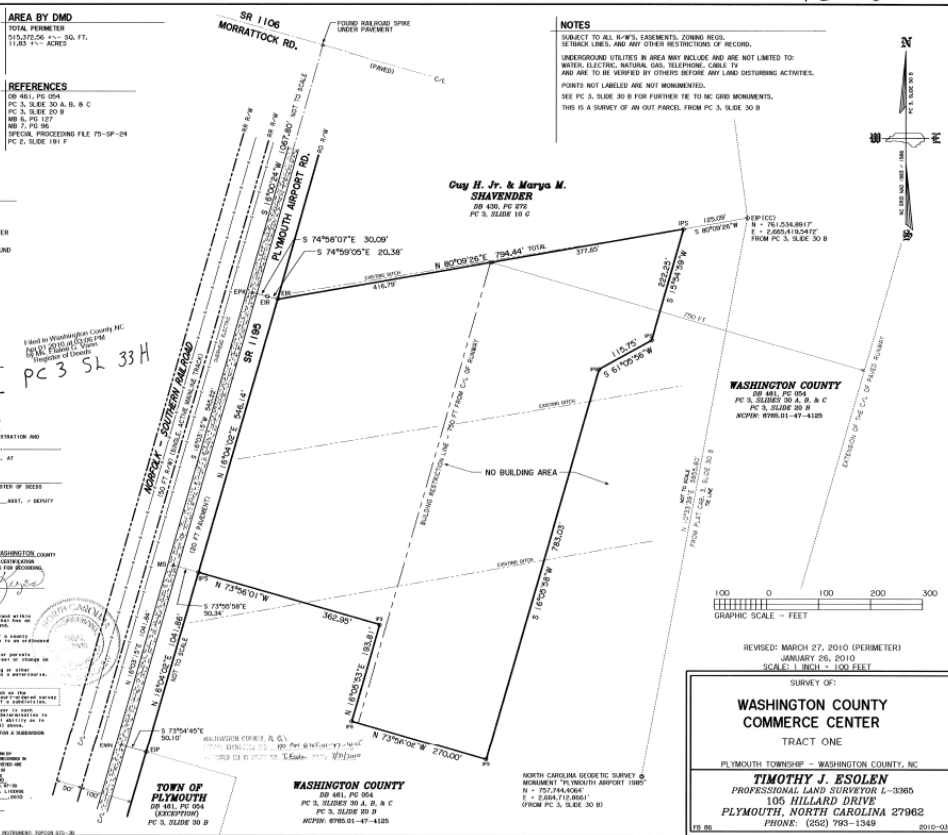
STATE OF NORTH CAROLINA
COUNTY OF WASHINGTON

THIS INSTRUMENT HAS BEEN FILED FOR REGISTRATION AND
RECORDED IN THIS OFFICE ON _____ AT _____
O'CLOCK _____ M.
BY _____
REGISTER OF DEEDS

STATE OF NORTH CAROLINA
COUNTY OF WASHINGTON

APPROVED _____
PLANTATION, NC

NOTARIAL PUBLIC
I, _____
NOTARIAL PUBLIC
PLANTATION, NC



NOTES

SUBJECT TO ALL EAPL, EASEMENTS, ZONING RECS,
EASEMENT LINES, AND ANY OTHER RESTRICTIONS OF RECORD.
UNDERGROUND UTILITIES IN AREA MAY EXIST AND ARE NOT LIMITED TO:
WATER, ELECTRIC, NATURAL GAS, TELEPHONE, CABLE TV
AND ARE TO BE VERIFIED BY OTHERS BEFORE ANY LAND DISTURBING ACTIVITIES.
POINTS NOT LABELED ARE NOT MONUMENTED.
SEE PC 3, SLIDE 30 B FOR FURTHER TIE TO NC GRID MONUMENTS.
THIS IS A SURVEY OF AN OUT PARCEL FROM PC 3, SLIDE 30 B



REVISED: MARCH 27, 2010 (PERIMETER)
- JANUARY 26, 2010
SCALE: 1 INCH = 100 FEET

SURVEY OF:
**WASHINGTON COUNTY
COMMERCE CENTER**
TRACT ONE

PLYMOUTH TOWNSHIP - WASHINGTON COUNTY, NC

TIMOTHY J. ESOLEN
PROFESSIONAL LAND SURVEYOR L-3365
100 HILLARD DRIVE
PLYMOUTH, NORTH CAROLINA 27962
PHONE: (252) 793-1349 2010-03

FIG. 2010-03, Copyright, 2010, by Timothy J. Esolen, Registered Professional Land Surveyor, No. 3365

MAP
 TWP/RURAL # 1
 ACCOUNT # 98031
 PROPERTY LOCATIO
 255 ELYMOUTH AIRPORT RD

MO O
 DIST

WASHINGTON COUNTY (AIRPORT/COMMERCE)
 EXEMPT00000

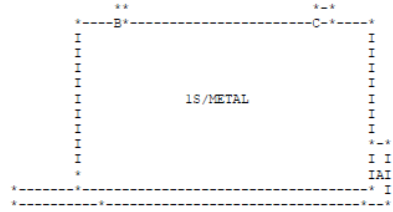
BLDG INDUSTRIAL CL 41.50
 BL 24888.0 BP 39.82
 PER 652.0 CF 1.00
 WR 38.17 SV 39.82

PROPERTY CLASS 51
 NEW CONSTRUCTION
 PIN 6766.03-41-7088
 HEARING CODE
 WASHINGTON COUNTY

PARCEL #
 10404

Bldg. and Use

INDUSTRL
 Story Height
 1 STORY
 Design/ Style
 CONVNTL
 Fd. or Bernt.
 NO BENT/CRAWL
 Exterior Wall
 INSUL. FW
 Common Wall
 Roof Type
 GABLE
 Rft./Fk. Syst.
 FIRE PRF
 Int. Floor Finish
 CRM FIN
 Int. Wall Finish
 VARIOUS
 Heating System
 UNIT SYS
 Air Cond. system
 NONE
 Bth. Rm. Fixtures
 ADEQUATE
 BkHns/Other
 SPRINKLR



OWNER OF RECORD

COMPUTER CONTROL FIELDS

Principal Building	Add/ Ded	Sq. Ft. Area	Price	Schedule Value
122*204*122*204 1S/METAL	5.65	24888.0	45.47	1131657
5*204*30*13*48*19*5*179*5*61*19*42 Sty. Atch. Building				
1BENTRANC	SF12	4199.0	9.86	41402
6*8*6*8 1STOOP	SF12	48.0	14.30	686
6*8*6*8 1STOOP	SF12	48.0	14.30	686

TOTAL SCHEDULE VALU 1174431

Listed	COST / MARKET / INCOME / CORRELATIVES		
	Grade	Repl. Val.	1357995
Dated	41.50		
Reviewed	Norm Cond. A	93%	Const. Conv. 1.00
Run Date	03/25/2021	Mkt. Cor. 0	50%
Reval. Year	2013	Accr. Cond. 47%	b. Rep. V. 1357995
			Appr. Val. 638258

ASSESSMENT CONTROL INFORMATION		PERSPECTUS	
Sales Price	Date	Year Built	2010
Trans. Date	NO#	Additions	
Action		Modernized	
Comments	Qual. Code	Effective Year	2010
SPLIT OUT OF 6765.01-47-4129		No. of Units	1
ADD INDUSTRIAL BLDG 15% 11/		Utilities	A11
100%12/ PC3833/ 2021 REVAL BLDG		No. of Rooms	1
50% COMPLETE INTERIOR UNFINISHED		Street	
		Topo.	
		Income	
		Rate	
		Ind V.	
		Land V.	
		B. Resid.	

DETACHED GARAGES, OUTBUILDINGS, ALL OTHER & MISC. ITEMS.

Code	Description	Size	SV	Repl. Value	A DEPR	B DEPR	C DEPR	Appr. Value
ASPH	PAVING	50000 sq		100000	70 %	%	%	70000
FIXLF	LIGHTING	11ft		16500	95 %	%	%	15680
					%	%	%	
					%	%	%	

Add /Deduct Total
 5.65

LAND SCHEDULE	Frontage Fgr.	Avg. Depth	Depth Factor	Equiv. Fmtg.	Rate	Sched. Value	Cond. %	Inf. %	Mkt. Cor. %	Land Value	Market Value	Item No.	Use Value
Industrial				Bldg Site	3,000	25000				75000	119200	HOMESITE	
				Balance	8,830	5000				44150		CLEARED	
											638300	WOODED	
											85700	BUILDING	
												OUTBLDG	
												TOB. ALLOTMENT	
												PEA. ALLOTMENT	
TOTAL LAND VALUE					11.83					119200	843200	TOTAL	

Public Notice of Intent to Sell
County Owned Real Property & Commercial Shell Building
By Competitive Upset Bidding Pursuant to NCGS 160A-269
For Economic Development Purposes Pursuant to NCGS 158-7.1

Notice is hereby given as follows: The Board of County Commissioners has recently received multiple serious inquiries and tentative informal offers to purchase an 11.83+/- acre parcel of county owned real property located at 255 Airport Road in Plymouth, NC 27962 together with the 25,000 square foot industrial/commercial shell building situated thereon. Said property is more particularly described and shown in a map entitled "Survey of: Washington County Commerce Center Tract One", dated January 26,2010, and revised March 27,2010 by Timothy J. Esolen PLS, recorded in Plat Cabinet 3, Slide 33-H, in the Washington County Register of Deeds Office and has a Tax Parcel ID Number of 6766417088.

The Board intends to negotiate an initial tentative offer to purchase with one of the interested parties subject to certain terms and conditions related to the sale and future use of the property including without limitation the requirement that the property be used in perpetuity only for industrial/commercial purposes. Upon its consideration and tentative approval of the initial offer, which the Board anticipates may occur as early as its regular meeting on 11/1/21, the Board then intends to submit the initial tentative offer to a competitive upset bidding process in accordance with and pursuant to applicable laws.

This upset bid process is intended to provide all interested parties with an equal opportunity to bid on the purchase of the subject property, and is further intended to result in the county and its citizens receiving the highest overall and best fair market value bid for the sale of the property.

Before actually approving the submission of a tentative offer to purchase the property to the upset bid process, the Board will determine and make publicly available the exact dates, terms, and conditions of the upset bid process to be used. However, in the interest of time, advance notice is hereby given for the reference and benefit of any interested potential bidders, that this upset bid process if approved by the Board at its regular meeting on 11/1/21 may be authorized to begin as early as 11/10/21 with an anticipated initial upset bid deadline of 11/22/21.

An additional 10 day upset period is expected to be added following each period in which an upset bid is actually received until a period expires with no such upset bids. The Board anticipates requiring a bid deposit of 5% of the bid amount be made to secure any initial offer or upset bid made on the property. The Board intends to hold a public hearing before considering its final approval of the last and highest upset bid received, and reserves the right to review and reject any and all bids received during this process at any time.

Due to the anticipated timeline of this process, any and all interested potential bidders are encouraged to immediately begin performing any and all due diligence related to their potential interest in bidding on the purchase of the property. To aide in this process, general information about the property including any additional interim announcements or updates will be made available, and can be accessed on the county website under the RFPs tab, at: <https://www.washconc.org/rfps.aspx>

For questions, or to arrange physical access to the property for due diligence purposes, please contact the Projects & Grants Coordinator Mary Moscato in the County Manager's Office at mmoscato@washconc.org or 252-793-5823.



Local Government Property Disposal Procedures

Sale by Negotiated Offer and Upset Bid (G.S. 160A-269)

Listed below are the basic procedures required under state law for disposing of personal and real property by the negotiated offer and upset bid procedure.

- Step 1 Unit receives an offer to purchase property. The unit may solicit offers informally, and may negotiate with a prospective buyer prior to initiating the upset bid procedure.
- Step 2 Governing board adopts a resolution accepting the offer and authorizing the upset bid procedure. The offeror deposits 5% of bid amount with clerk while upset procedure takes place.
- Step 3 Publish advertisement for upset bids in a newspaper of general circulation within the jurisdiction (electronic advertisement is not authorized). The advertisement must describe the property to be sold, the terms and conditions of the sale, and the requirements for submitting a qualifying upset bid within 10 days after the date of publication: a qualifying upset bid must be an amount at least 10% of the first \$1000 of the original offer and 5% of the remainder. Bidders must submit qualifying upset bids within 10 days after date of advertisement and their bids must be accompanied by a 5% bid bond or deposit.
- Step 4 If a qualifying upset bid is received, repeat the advertisement and upset bid process until no additional qualifying upset bid is received.
- Step 5 After no additional qualifying upset bids have been received, governing board awards to the highest responsive, responsible bidder or rejects all bids.

Mr. Potter said this would be advertised next week.

Commissioner Phelps made a motion to adopt the abovementioned resolution. Commissioner Keyes seconded. Vice-Chair Johnson proceeded with the roll call: Commissioner Keyes, yea; Commissioner Phelps, yea; Commissioner Johnson, yea. Motion carried unanimously.

BOARDS & COMMITTEES:

Albemarle Commission—Senior Tar Heel Legislature Delegate

Ms. Bennett said she received a letter from the Albemarle Commission asking the Board to re-appoint Ms. Gail Spiewak to the Senior Tar Heel Legislature Delegate for Washington County.

Ms. Spiewak has agreed to continue to serve in this capacity if re-appointed.

Commissioner Keyes made a motion to re-appoint Ms. Gail Spiewak to the Albemarle Commission's Senior Tar Heel Delegation. Commissioner Phelps seconded. Vice-Chair Johnson proceeded with the roll call: Commissioner Keyes, yea; Commissioner Phelps, 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 #: 2022 - 020

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

Date: September 28, 2021

RE: Contingency/Emergency Management

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

Account Code	Description	Old	+ or (-)	New
10-9990-000	Contingency	25,000.00	(1,800.00)	23,200.00
10-4330-390	Emerg Mgmt - Dues & Subscriptions	1,300.00	1,800.00	3,100.00
Contingency/Emergency Management		26,300.00	-	26,300.00

Justification:

To transfer monies from Contingency to Emergency Management to pay for the first of a three year contract for Orion Damage Assessment Software.

Budget Officer's Initials CP

Approval Date: 9/29/21

Initials: MD
Batch #: 2022-020
Date: 9/29/2021

Washington County
BUDGET TRANSFER

To: Board of Commissioners

BT #: 2022 - 021

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

Date: September 29, 2021

RE: Water Treatment

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

Account Code	Description	Old	+ or (-)	New
35-7135-250	Treatment - Fuel	4,000.00	(200.00)	3,800.00
35-7135-340	Treatment - Postage	50.00	200.00	250.00
Water Treatment		4,050.00	-	4,050.00

Justification:

To transfer monies within the Water Treatment Plant Budget to increase the postage line. There is additional monies needed this fiscal year due to having to ship several items for repair and due to having to return several items ordered that were not the correct sizing.

Budget Officer's Initials CPD

Approval Date: 9/29/21

RECEIVED
SEP 29 2021

Initials:	<u>MD</u>
Batch #:	<u>2022-021</u>
Date:	<u>9/30/2021</u>

Washington County Manager's Office

Washington County
BUDGET TRANSFER

To: Board of Commissioners

BT #: 2022 - 023

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

Date: October 6, 2021

RE: SS Admin

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

Account Code	Description	Old	+ or (-)	New
10-5310-310	SS Admin - Travel	15,000.00	(5,000.00)	10,000.00
10-5310-250	SS Admin - Maintenance & Vehicle Repair	5,000.00	4,500.00	9,500.00
10-5310-370	SS Admin - Advertising	1,250.00	500.00	1,750.00
SS Admin		21,250.00	-	21,250.00

Justification:

To transfer monies within the SS Admin budget to increase the vehicle Maintenance & Repair line and the Advertising line. There has been several issues with vehicles this year outside of the normal maintenance that have cost more than anticipated repairs due to electronic components failing. There is a greater need for advertising and public awareness as the traffic in DSS has been restricted due to COVID. This request is not budget impactful as all lines are 50% reimbursable.

Budget Officer's Initials CSA

RECEIVED
OCT 07 2021

Approval Date: 10/6/21

Initials:	<u>CSA</u>
Batch #:	<u>2022-023</u>
Date:	<u>10/17/2021</u>

Washington County Manager's Office

Washington County
BUDGET TRANSFER

To: Board of Commissioners
From: Curtis Potter, County Manager
Missy Dixon, Finance Officer
Date: October 12, 2021
RE: E911

BT #: 2022 - 024

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

Account Code	Description	Old	+ or (-)	New
69-9100-360	911 - Maintenance Agreement-Centurylink Centurion	1,870.00	(1,582.00)	288.00
69-9100-320	911 - Communications	28,100.00	1,582.00	29,682.00
E911		29,970.00	-	29,970.00

Justification:

To transfer monies within the E911 Budget to cover the costs of three Centurylink Invoices that were received unexpectedly due to the change to the new ESINET System that caused issues with the two Admin lines. The State 911 Board has agreed that these expenses will be reimbursed to the County. The monies budgeted in the maintenance agreement line are not needed because the changeover took place prior to year-end and were budgeted only in the event that the changeover did not occur by then.

Budget Officer's Initials MD

RECEIVED
OCT 12 2021

Washington County Manager's Office

Approval Date: 10/13/21

Initials:	<u>MD</u>
Batch #:	<u>2022-024</u>
Date:	<u>10/13/2021</u>

Washington County
BUDGET TRANSFER

To: Board of Commissioners

BT #: 2022 - 025

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

Date: October 21, 2021

RE: SS Transportation

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

Account Code	Description	Old	+ or (-)	New
10-5400-540	SS Transportation - Capital Outlay - Van Replacement	96,500.00	(6,840.00)	89,660.00
10-5400-250	SS Transportation - Maintenance & Repair - Vehicle	59,500.00	6,840.00	66,340.00
SS Transportation		156,000.00	-	156,000.00

Justification:

To transfer monies within SS Transportation. Charges were originally coded to a Capital Outlay line and do not meet the threshold of \$5,000 per item as required by audit. These charges are being moved to the appropriate line.

Budget Officer's Initials DS
CSP

Approval Date: 10/21/2021

Initials: MP
Batch #: 2022-025
Date: 10/25/2021

Washington County
BUDGET AMENDMENT

To: Board of Commissioners

BA #: 2022 - 026

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

Date: November 1, 2021

RE: Sheriff/Senior Center

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

Account Code	Description	Old	+ or (-)	New
10-3353-000	Insurance Proceeds	(3,593.00)	(491.00)	(4,084.00)
10-4310-355	Sheriff Maintenance-Vehicles	30,000.00	491.00	30,491.00
10-3542-000	Sheriff-ABC Board Funding	(2,400.00)	(2,258.00)	(4,658.00)
10-4310-602	Sheriff-ABC Board Funding	7,528.00	2,258.00	9,786.00
10-3540-020	Gun Permits Discretionary-County Portion	(1,505.00)	(490.00)	(1,995.00)
10-4310-611	Gun Permits Discretionary-County Portion	29,825.00	490.00	30,315.00
10-3540-030	Gun Permits-State Portion	(1,820.00)	(570.00)	(2,390.00)
10-4310-612	Gun Permits-State Portion	3,090.00	570.00	3,660.00
10-3540-040	Finger Printing	(420.00)	(50.00)	(470.00)
10-4310-613	Finger Printing	2,455.00	50.00	2,505.00
10-3540-070	Donations-Animal Control	-	(1,500.00)	(1,500.00)
10-4310-601	Donations-Animal Control	689.00	1,500.00	2,189.00
10-3541-010	Sheriff-Donations	-	(25.00)	(25.00)
10-4310-650	Sheriff-Donations	6,130.00	25.00	6,155.00
Sheriff				
10-3509-010	Senior Center Trips	(1,260.00)	200.00	(1,060.00)
10-5150-380	Senior Center Trips	1,983.00	(200.00)	1,783.00
10-3509-020	Senior Center Donations	(57.00)	(92.00)	(149.00)
10-5150-650	Senior Center Donations	2,363.00	92.00	2,455.00
Senior Center				
Balanced:		73,008.00	-	73,008.00

Justification:

To budget for additional revenues collected for the Sheriff's Department for gun permitting, finger printing, animal control donations and sheriff department donations. To budget for insurance claims monies paid to the county as a supplement to a previous insurance claim for the sheriff's department. To budget additional revenues collected for Senior Center donations and to reduce the Senior Center trip line due to a reimbursement to a participant that will not be able to go on the trip that was originally paid and budgeted for.

Approval Date: _____

Bd. Clerk's Init: _____

Initials:
Batch #:
Date:

Mr. Potter said he will be adding a budget line item regarding the cost report. It is not an increased cost but the County has to return it to the federal government. Vice-Chair Johnson asked if it just acts as a pass-through. Mr. Potter and Ms. Dixon said yes it acts as a pass-through. Mr. Potter said he will highlight it in the budget.

Commissioner Keyes made a motion to approve the budget transfers/amendments as presented. Commissioner Phelps seconded. Vice-Chair Johnson proceeded with the roll

**call: Commissioner Keyes, yea; Commissioner Phelps, yea; Commissioner Johnson, yea.
Motion carried unanimously.**

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

- Upcoming Parades:
 - Roper Peanut/Christmas Festival
Saturday, December 4, 2021
10:00 am - 5:00 pm
(Will get more information on Parade.)
 - Plymouth Parade & Marketplace
Thursday, December 9, 2021
5:30 pm parade begins
4:00 PM – 8:00 PM the Christmas Marketplace at the Bear Towne Market
 - Creswell Christmas Parade
Saturday, December 11, 2021
Line-up @ 2:30 PM and start at 3:00 PM

Mr. Potter said with the COVID-19 case count improving, he sees some of the County's restrictions being lifted. In talking with the MTW Health Director, the County may be able to have an in-person Christmas Employee Luncheon. A decision on this should be made by the end of Wednesday. Vice-Chair Johnson asked was it time for DSS to plan the event. Mr. Potter explained that about 5 years ago the County went to a committee with representatives from different departments as the Employee Appreciation Committee to plan functions for the employees.

Mr. Potter said he was able to have a meeting with Chair Sexton today and brought back his thanks for all the prayers.

Commissioner Keyes said she talked with Chair Sexton at his father's visitation. Commissioner Keyes said she also went to the Southern Albemarle Association (SAA) meeting and Ms. Paulique Horton is the Vice-President representing Washington County. Commissioner Keyes said she also attended various safety meetings.

Commissioner Phelps said he had a constituent with problems getting trash cans. Mr. Potter said he will take care of it.

Commissioner Phelps asked if Mr. Potter heard anything on the local act regarding the Creswell field. Mr. Potter said he has not heard anything but will check on it.

Vice-Chair Johnson noted that Ms. Leza Wainright is retiring from the Trillium Board. Ms. Joy Futrell, Trillium's Finance Officer, has taken her place.

Vice-Chair Johnson also mentioned she attended the NCACC Board of Directors' meetings. The main discussions were on how to spend the ARPA funds. The budget still hasn't been passed.

Vice-Chair Johnson said she has been asked to be a member of the JB Hunt Leadership Team. Their goal is to make NC the top education state.

Vice-Chair Johnson mentioned that the Towns of Roper and Creswell will have elections tomorrow. Please get out and vote.

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

At 7:10 PM, back in Open Session, with no further business to discuss, **Commissioner Keyes made a motion to adjourn the meeting. Commissioner Phelps seconded. Vice-Chair Johnson proceeded with the roll call: Commissioner Keyes, yea; Commissioner Phelps yea; Commissioner Johnson, yea. Motion carried unanimously.**

Chair

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