

March 1, 2021

The Washington County Board of Commissioners met in a regular meeting on Monday, March 1, 2021 at 6:00 PM by using ZOOM—virtual meeting software (due to the COVID-19 pandemic) for Facebook Live Streaming and in person in the Commissioners' Room, 116 Adams Street, Plymouth, NC. Commissioners Tracey Johnson, Ann Keyes, Carol Phelps, Bill Sexton 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.

Chair Sexton called the meeting to order. Commissioner Phelps gave the invocation; County Manager Potter led the Pledge of Allegiance.

ADDITIONS/DELETIONS: NONE

CONSENT AGENDA: **Commissioner Johnson 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 Minutes
- b) Tax Refunds & Releases and Insolvent Accounts
- c) Proclamation: Proclaiming March 2021 as the 19<sup>th</sup> Annual March for Meals Month
- d) Fund Balance Policy

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

PUBLIC FORUM: None.

EMPLOYEE OF THE QUARTER: Chair Sexton recognized Tina Dunlow, Deputy Finance Officer as the Employee of the Quarter.

PUBLIC HEARINGS IN ACCORDANCE WITH 160-D: Washington County Planning Board Director, Mr. David Clifton, Chair and Mr. Allen Pittman, Planning & Inspection Director spoke about bringing documentation up to code by following the new NCGS 160-D.

Commissioner Phelps made a motion to open the public hearing on the Flood Ordinance. **Commissioner Keyes seconded. Chair Sexton proceeded with the roll call: Commissioner Walker, yea; Commissioner Phelps, yea; Commissioner Johnson, yea; Commissioner Keyes, yea; Commissioner Sexton, yea. Motion carried unanimously.**

Mr. Allen Pittman, Planning & Safety Director spoke with the Commissioners regarding 160-D as a combination of 160-A and 153-A. Commissioner Keyes said she went through the ordinances and they look good to her and were done well.

Chair Sexton had a couple of questions at the very end of the Subdivision ordinance. Why is there information about playgrounds in subdivisions? Sounds like anyone can go in there to participate in recreation. Chair Sexton said the Planning Board should look more clearly at that portion.

Chair Sexton said he also has a problem with the section regarding giving kid's lots in the Subdivision ordinance. Chair Sexton said in order to abide by the Subdivision ordinance he would like it changed to say that you can give more than one kid a lot. Chair Sexton said he has 3 daughters and would like to give them each a lot. Mr. Pittman said if the County starts exempting families, where will we stop. Chair Sexton said with the children or grandchildren. Mr. Pittman said that if the County starts dividing property it might be able to fall under land use. Mr. Potter noted that that's two different laws.

Commissioner Keyes asked if the Commissioners are just looking at farms or all property. Chair Sexton said mainly farms. Commissioner Keyes said they would have to look at it for everyone.

Mr. David Clifton, Planning Board Chair said even breaking off one piece of land affects Emergency Management and Services and Water, etc.

Chair Sexton said he would like for the Planning Board to look at this ordinance to see if it could be reworded to cover generations.

Mr. Pittman said the Planning Board can make changes and bring this one back with the other ordinances next month.

Mr. Pittman wanted to know if the Commissioners had looked over the bond references. Chair Sexton said he would like the county attorney to look at it. Mr. Potter said he did look at it today didn't see any issues.

Mr. Pittman said that he can bring back changes with the other documents the Planning Board is working on including the Zoning ordinance. Mr. Clifton said that Mr. Pittman and Ms. Connie Barnes have been working hard on this. It is a large undertaking.

Commissioner Keyes and Chair Sexton said they appreciate all the work the Planning Board and the office staff are putting in on these updates.

Commissioner Johnson made a motion to close the public hearing on the Ordinances. **Commissioner Phelps seconded. Chair Sexton proceeded with the roll call: Commissioner Walker, yea; Commissioner Phelps, yea; Commissioner Johnson, yea; Commissioner Keyes, yea; Commissioner Sexton, yea. Motion carried unanimously.**

DEPARTMENT INFORMATION UPDATE—RECREATION: Mr. Randy Fulford, Director of Recreation, gave the following presentation.



# WASHINGTON COUNTY RECREATION

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It's a saying little become much when you put it in the Lord's hands. We didn't have any recreation but look where we've come. Almost to the mountain top.

It's also been said it's take a village to raise a child, I know it takes a community to have recreation.

"Thank God and You" for helping keeping our children out of the streets and jails.

**Randy Fulford**  
Director



## Recreational Activities

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- Basketball
- Football
  - Flag
  - Tackle
- Softball
- Baseball
- Tee-Ball
- Cal-Ripken
- Babe Ruth
- Volleyball
- Karate
- Line Dancing
- Cheerleading
- Wrestling
- Walking
- Special Olympics
- Gymnastics
- Tennis

## Educational Activities

- Train Officials For NCHSAA and Coaches for National Youth Sports Coaches Association Certification :
  - Basketball
  - Football
    - Flag
    - Tackle
  - Softball
  - Baseball
  - Volleyball
  - Wrestling
  - Karate
  - Gymnastics
  - Soccer

## Recreation Facilities/Parks Old



- Washington Street Recreation Center – is where our office is located and most of the activities take place. All sports, walking, classes, and Special Olympics.

## Recreation Facilities/Parks 2020 New



## Recreation Facilities/Parks 2020 New



## Inside Washington Street Gym old



## Inside Washington St Gym 2020 New



## Inside Washington St Gym 2020 New



## Washington Co. Recreation is COVID-19 Ready



## Washington Street Playground old



## Washington Street Playground New





## Washington Street Football Field



## Adam Street Baseball/Football/Softball Field





## Wilson Street Park



## Roper Elementary Gym



- Activities in this Facility are Karate, Line Dancing, Volleyball and Basketball

# Pea Ridge Recreational Park



- Activities: Softball, Baseball, and Tennis Court.

# Pea Ridge Recreational Park 2020



## Pea Ridge Recreational Park 2020



## Creswell Recreation Veteran Park



- Activities are: Baseball, Softball, Football and Soccer.

## Creswell Recreation Veteran Park 2020



## Creswell Recreation Veteran Park 2020



Creswell Basketball/T- Ball  
Champions Athletes Achievements



Creswell All-Stars 3 Place in  
the Dist.



## Creswell Tigers Runner up Eastern Regional



## Recreation First Place Coach/ NCHSAA Referee and NYSCA Coaches Certification



NBA Gene Banks played with the Bulls and  
Spurs/John Harrell played with Duke in NCAA  
Final four Championship They Hosted  
Washington Co Recreation Basketball Camp



Washington Co Recreation Charles Bowser  
Football Camp with Miami Dolphins  
Cheerleaders







# State Games Champions Girls/Boys 2007/08



2007/08/16



2008/06/22



2007/06/23



2008/06/22

## Regional/State Basketball Titles



## State/EAC/Super Bowl Titles



5-7 \*\* 7-8\*\*9-10\*\*11-12  
Super Bowl Titles



Gymnastics/Karate/Swimming



## Activities and Awards at Washington Street Gym



## Washington County Recreation Future Plans



- First Phase
- Gym with two Recreation Courts that can also be used for High School
- Second Phase
- Baseball/Softball/Tennis Court Fields Lighted Fields Irrigation Fencing

# Washington County Recreation FUTURE CENTER



## WASHINGTON COUNTY RECREATION

### QUESTIONS

Chair Sexton said for Mr. Fulford to keep up the good work.

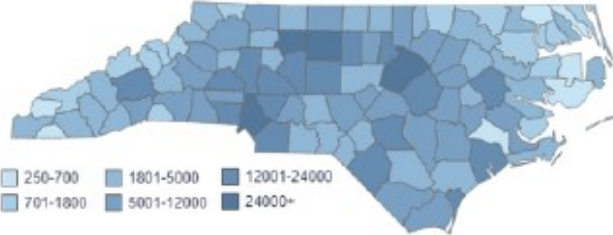
COVID-19 AND VACCINE UPDATE: Mr. Wes Gray, MTW Health Department Director gave an update on COVID-19 and the vaccines.

MARCH 1, 2021

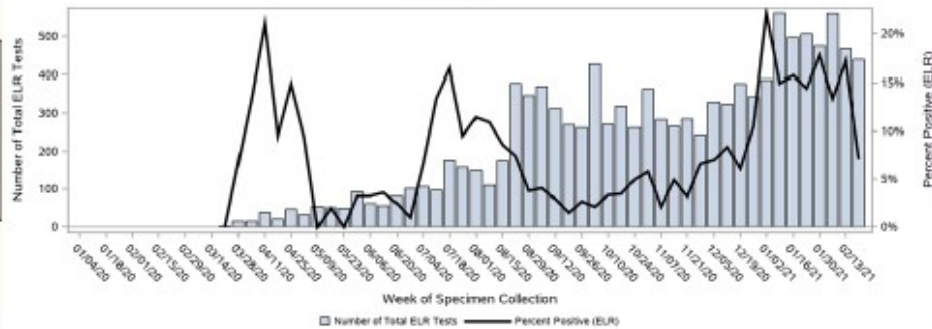
# Washington County COVID-19 Update

North Carolina		United States		Global	
<b>Total Cases</b>	858,548	<b>Total Cases</b>	29,266,180	<b>Total Cases</b>	114,865,202
<b>Deaths</b>	11,212	<b>Deaths</b>	525,947	<b>Deaths</b>	2,546,611
<b>Recovered</b>	819,839	<b>Recovered</b>	19,695,674	<b>Recovered</b>	90,497,227

NC Case Distribution



**# Tested and  
% Positive Rate in  
Washington  
County (per week)**



## County Numbers

1004 TOTAL CASES  
 890 RECOVERIES  
 83 ACTIVE CASES  
 .....  
 31 DEATHS  
 3 HOSPITALIZED  
 .....  
 8 NEW CASES SINCE  
 FRIDAY, 2/28  
 (AVG. OF 3 PER DAY)  
 .....

**1700 DOSES  
ARRIVING THIS  
WEEK**



**6,560**  
TOTAL NUMBER OF VACCINATIONS  
GIVEN BY MTW DISTRICT HEALTH



**20.8%**  
PERCENT OF MTW DISTRICT HEALTH  
POPULATION 18 AND OLDER THAT HAVE  
RECEIVED 1ST DOSE



**16.9%**  
PERCENT OF NORTH CAROLINA  
POPULATION 18 AND OLDER THAT HAVE  
RECEIVED 1ST DOSE



**MTW DISTRICT HEALTH  
VACCINATION UPDATE**



**Total Tests Completed in NC – As of 3/1: 10,213,861 (5.4% positive) Slight Increase**

**Percent of NC Population Tested – 97.3%**

**Diagnostic tests – As of 2/24: Tyrrell (2,565 or 63.9% of the population), Washington (12,357 or 106.7% of the population), Martin (21,353 tests or 95.2% of the population)**

**% Positive from Feb. 7- Feb. 20: Martin (5.9%), Tyrrell (5.3%), Washington (12.3%).**

Population Source: United States Census Bureau – County Quickfacts, July 1, 2019 Population Estimates

**Ongoing Outbreaks - 2/26 (these are total case counts since the start of the facility outbreak, not active case counts)**

Facility Type	County	Facility	Staff		Residents / Students		Total	
			Cases	Deaths	Cases	Deaths	Cases	Deaths
Nursing Home	Washington	Roanoke Landing Nursing and Rehabilitation Center	41	0	66	6	107	6
Residential Care Facility	Washington	Cypress Manor	6	0	24	0	30	0
Correctional Facility	Washington	Washington County Jail	6	0	6	0	12	0

**Vaccination Dashboard (Feb. 28: NC is currently 27<sup>th</sup> in the US for % of population vaccinated)**

Location	Doses Distributed / Shots Given	% Used	% of population with 1 <sup>st</sup> Dose/2 <sup>nd</sup> dose
US	96,402,490 / 75,236,003	78%	15% / 7.5%
NC	2,985,475 / 2,467,755	83%	15% / 8.2%

**County Residents** (all sources including hospitals and health departments. As of 2/28, MTW has administered (or transferred to District congregate living homes) 6,560 doses of vaccine)

Martin		Tyrrell		Washington	
1 <sup>st</sup> Dose	2 <sup>nd</sup> Dose	1 <sup>st</sup> Dose	2 <sup>nd</sup> Dose	1 <sup>st</sup> Dose	2 <sup>nd</sup> Dose
3,593	1,948	652	407	2,079	1,110
<b>Population = 22,440</b>		<b>Population = 4,016</b>		<b>Population = 11,582</b>	
% 1 <sup>st</sup> Dose	% 2 <sup>nd</sup> Dose	% 1 <sup>st</sup> Dose	% 2 <sup>nd</sup> Dose	% 1 <sup>st</sup> Dose	% 2 <sup>nd</sup> Dose
16.01%	8.68%	16.24%	10.13%	17.95%	9.59%

## Vaccine availability

Next 2-3 weeks should see a marked increase in availability in the region

- MTW will continue to receive at least 700 doses for the next 2 weeks
  - 400 doses in Martin County
  - 200 doses in Washington County
  - 100 doses in Tyrrell County
- MTW / Martin General Hospital are hosting a clinic in Martin County on Saturday, March 6th with 1,300 1<sup>st</sup> doses
- Other local clinics are also receiving doses each week:
  - Washington Regional Medical Center – 100 doses
  - Martin General Hospital – 100 doses
  - Creswell Primary Care – 100 doses
  - Metropolitan (Agape) – 200 doses (covering Beaufort and Martin)
  - Walgreens
- Johnson and Johnson Janssen vaccine (to be used by March 14)
  - 100 doses to Tyrrell County Health Department this Thursday
  - 100 doses to Washington County Health Department this Thursday
  - 12,000 doses to Vidant Medical Center / Pitt County Health Department

**22.4%**  
of Washington County residents 18 and over have had at least 1 dose of vaccine

**11.9%**  
of Washington County residents 18 and over have had 2 doses of vaccine



Chair Sexton mentioned he's been hearing that some folks getting the 2<sup>nd</sup> shot are complaining about the side effects. Mr. Gray said it's because the body is ready to fight after they've had the first shot and it attacks it but lasts less than 24 hours.



Commissioner Keyes mentioned that Walgreen's is now getting vaccines. Commissioner Keyes said she has worked some of the clinics and has heard nothing but good things about how the vaccine is being distributed.

Mr. Potter said notices are coming out about where vaccine events are being held but has asked Mr. Gray to consolidate the lists and get them out.

FINANCE OFFICER'S REPORT: Ms. Dixon said the budget transfers and budget amendments were in the Commissioners' package.

Washington County  
**BUDGET TRANSFER**

**To:** Board of Commissioners

**BT #:** 2021 - 066

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

**Date:** January 29, 2021

**RE:** Water Operations

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

Account Code	Description	Old	+ or (-)	New
35-7130-540	Water - Capital Outlay-Vehicle	30,000.00	(5,000.00)	25,000.00
35-7130-550	Water - Capital Outlay-Equipment	15,750.00	(5,000.00)	10,750.00
35-7130-350	Water - Maintenance & Repair - Equipment	17,000.00	10,000.00	27,000.00
<b>Water Operations</b>				
<b>Balanced:</b>		<b>62,750.00</b>	<b>-</b>	<b>62,750.00</b>

**Justification:**

*To transfer monies within the Water Operation budget to cover the costs to remove and install two new pumps and motors on highway 45. One pump has gone completely out and the other is making noises and they believe it is about to go out. These pumps cannot be repaired as they do not make the pumps or the parts any longer. These need to be replaced to ensure there is adequate water supply to the Morrattock Road Water Tower.*

**Budget Officer's Initials** CSP

**Approval Date:** 1/29/21

**Initials:** MD  
**Batch #:** 2021-066  
**Date:** 1/29/2021

Washington County Manager's Office

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JAN 29 2021

Washington County Manager's Office

Washington County  
**BUDGET TRANSFER**

**To:** Board of Commissioners  
**From:** Curtis Potter, County Manager  
Missy Dixon, Finance Officer  
**Date:** February 11, 2021  
**RE:** Communications

BT #: 2021 - 067

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

Account Code	Description	Old	+ or (-)	New
10-5911-210	Communications - Uniforms	2,500.00	(640.00)	1,860.00
10-5911-414	Communications - Maintenance & Repair-Equipment	2,000.00	640.00	2,640.00
<b>Communications</b>				
<b>Balanced:</b>		<b>4,500.00</b>	<b>-</b>	<b>4,500.00</b>

**Justification:**

*To transfer monies within Communications to cover the cost to install two receptacles required for the new ESnet Equipment. Darlene has confirmed with the 911 Board that we will need to pay this out of our General Fund, we will then bill the 911 Board and they will write us a check for reimbursement.*

Budget Officer's Initials CP

Approval Date: 2/11/21

Initials: CP  
Batch #: 2021-067  
Date: 2/12/2021

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FEB 11 2021

Washington County Manager's Office

Washington County  
**BUDGET TRANSFER**

**To:** Board of Commissioners

**BT #: 2021 - 069**

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

**Date:** February 15, 2021

**RE:** Facility Services/Tax Admin

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

Account Code	Description	Old	+ or (-)	New
10-4265-140	Facility Services - Workmans Comp	14,387.00	(7,307.00)	7,080.00
10-4140-140	Tax Admin - Workmans Comp	3,188.00	7,307.00	10,495.00
<b>Facility Services/Tax Admin</b>				
<b>Balanced:</b>		17,575.00	-	17,575.00

**Justification:**

*To transfer monies from to Facility Services Workmans Comp line to the Tax Admin Workmans Comp line to cover an increase in costs as a result of the audit for FYE 6/30/2020. The County was informed that it would have to cover the contractors who did not present a WC certificate of insurance because they were not legally required by law to carry it. After discussion with the auditor, we were told we could have them sign a form verifying that they did not have to carry the insurance by law - we now have a form in place that will be used so that we do not have to pick up that cost.*

Budget Officer's Initials CSP

Approval Date: 2/16/21

Initials:	<u>MP</u>
Batch #:	<u>2021-069</u>
Date:	<u>2/17/2021</u>

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FEB 16 2021

Washington County Manager's Office

Washington County  
**BUDGET TRANSFER**

**To:** Board of Commissioners

**BT #: 2021 - 068**

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

**Date:** February 12, 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	11,500.00	(3,000.00)	8,500.00
10-5310-315	SS Admin - Training	14,000.00	(3,500.00)	10,500.00
10-5310-260	SS Admin - Departmental Supplies	45,000.00	4,500.00	49,500.00
10-5310-610	SS Admin - Vendor Fees	6,000.00	2,000.00	8,000.00
<b>SS Admin</b>				
<b>Balanced:</b>		<b>76,500.00</b>	<b>-</b>	<b>76,500.00</b>

**Justification:**

*To transfer monies within DSS from travel and training to vendor fees due to an unanticipated increase in fees for the cost of The Work Number employment verifications used by the agency to provide verification resources in determining eligibility for services to the public and to departmental supplies due to the continued need to purchase additional supplies of masks, electronic supplies (headsets, etc.), cleaning supplies and gloves due to COVID. All lines are reimbursable at the same rate therefore this transfer does not affect revenues.*

Budget Officer's Initials CPD

Approval Date: 2/15/21

Initials: MD

Batch #: 2021-068

Date: 2/15/2021

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Washington County Manager's Office

Washington County  
**BUDGET TRANSFER**

To: Board of Commissioners

BT #: 2021 - 070

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

Date: February 17, 2021

RE: Airport Operations

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

Account Code	Description	Old	+ or (-)	New
39-4530-350	Airport Operations - Maintenance & Repair-Building	5,000.00	(500.00)	4,500.00
39-4530-352	Airport Operations - Maintenance & Repair-Fuelmaster	600.00	(50.00)	550.00
39-4530-200	Airport Operations - Departmental Supplies	200.00	545.00	745.00
39-4530-331	Airport Operations - Postage	50.00	5.00	55.00
<b>Airport Operations</b>				
<b>Balanced:</b>		<b>5,850.00</b>	<b>-</b>	<b>5,850.00</b>

**Justification:**

*To transfer monies within the Airport Operations Budget to cover the cost to purchase a sofa due to the shape of the one currently out at that location and to cover the purchase of postage stamps.*

Budget Officer's Initials CP

Approval Date: 1/12/21

Initials: MD

Batch #: 2021-070

Date: 2/17/2021

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FEB 17 2021

Washington County Manager's Office

Washington County  
**BUDGET TRANSFER**

To: Board of Commissioners

BT #: 2021 - 071

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

Date: February 17, 2021

RE: Sheriff

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

Account Code	Description	Old	+ or (-)	New
10-4310-030	Sheriff - Salaries & Wages - Part-Time	8,000.00	(6,000.00)	2,000.00
10-4310-260	Sheriff - Departmental Supplies	35,000.00	3,000.00	38,000.00
10-4310-355	Sheriff - Maintenance-Vehicles	29,500.00	3,000.00	32,500.00
<b>Sheriff</b>				
<b>Balanced:</b>		<b>72,500.00</b>	<b>-</b>	<b>72,500.00</b>

**Justification:**

*To transfer monies within the Sheriff's Office budget to cover costs to purchase folders for an increase in concealed weapons permits and for ammo that was ordered last March but has just arrived. To also cover the overage in the vehicle maintenance line due to increased maintenance expense and accidents.*

Budget Officer's Initials CBP

Approval Date: 2/17/21

Initials: MP  
Batch #: 2021-071  
Date: 2/18/2021

**RECEIVED**  
FEB 17 2021

Washington County Manager's Office  
Washington County, Washington

Washington County  
**BUDGET TRANSFER**

To: Board of Commissioners

BT #: 2021 - 071

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

Date: February 17, 2021

RE: Sheriff

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

Account Code	Description	Old	+ or (-)	New
10-4310-030	Sheriff - Salaries & Wages - Part-Time	8,000.00	(6,000.00)	2,000.00
10-4310-260	Sheriff - Departmental Supplies	35,000.00	3,000.00	38,000.00
10-4310-355	Sheriff - Maintenance-Vehicles	29,500.00	3,000.00	32,500.00
<b>Sheriff</b>				
<b>Balanced:</b>		<b>72,500.00</b>	<b>-</b>	<b>72,500.00</b>

**Justification:**

*To transfer monies within the Sheriff's Office budget to cover costs to purchase folders for an increase in concealed weapons permits and for ammo that was ordered last March but has just arrived. To also cover the overage in the vehicle maintenance line due to increased maintenance expense and accidents.*

Budget Officer's Initials CBP

Approval Date: 2/17/21

Initials: MP  
Batch #: 2021-071  
Date: 2/18/2021

**RECEIVED**  
FEB 17 2021

Washington County Manager's Office  
Washington County, Washington



Washington County  
**BUDGET AMENDMENT**

To: Board of Commissioners

BA #: 2021 - 073

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

Date: March 1, 2021

RE: Facilities/Sheriff/SS Admin/SS Economic Support/Education Lottery

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

Account Code	Description	Old	+ or (-)	New
10-3353-000	Insurance Proceeds	(28,468.00)	(2,939.00)	(31,407.00)
10-4265-256	Facility Services-Insurance Claims	14,031.00	2,939.00	16,970.00
<b>Facility Services/Sheriff</b>				
10-3540-020	Gun Permits Discretionary-County Portion	(6,085.00)	(385.00)	(6,470.00)
10-4310-611	Gun Permits Discretionary-County Portion	23,685.00	385.00	24,070.00
10-3540-030	Gun Permits-State Portion	(7,550.00)	(460.00)	(8,010.00)
10-4310-612	Gun Permits-State Portion	8,275.00	460.00	8,735.00
10-3540-040	Finger Printing	(1,650.00)	(80.00)	(1,730.00)
10-4310-613	Finger Printing	1,705.00	80.00	1,785.00
10-3541-010	Sheriff-Donations	(3,205.00)	(150.00)	(3,355.00)
10-4310-650	Sheriff-Donations	5,980.00	150.00	6,130.00
<b>Sheriff</b>				
10-3500-080	DSS-Community Donations-Medical	-	(30.00)	(30.00)
10-5380-375	DSS-Community Donations-Medical	1,401.00	30.00	1,431.00
10-3500-081	DSS Community Donations-Christmas	(975.00)	(530.00)	(1,505.00)
10-5310-258	DSS Community Donations-Christmas	2,643.00	530.00	3,173.00
<b>SS Admin/SS Economic Support</b>				
10-3900-000	NC Education Lottery	-	(87,407.00)	(87,407.00)
10-5912-508	Education-Cap Out-Lottery-All Schools	-	87,407.00	87,407.00
<b>Education Lottery</b>				
<b>Balanced:</b>		<b>9,787.00</b>	<b>-</b>	<b>9,787.00</b>

**Justification:**

*To budget for insurance claim monies received to repair a Sheriff's vehicle that was damaged when someone pulled out in front of them. To budget for additional revenues collected for gun permits, finger printing and donations in the Sheriff's Office. To budget for additional revenues received for Medical and Christmas Donations received at DSS. To budget for Education Lottery monies requested by the School System and approved by the Board of Commissioners for Boiler Replacement at the High School.*

Approval Date: \_\_\_\_\_

Bd. Clerk's Init: \_\_\_\_\_

Initials:	
Batch #:	
Date:	

Washington County  
**BUDGET AMENDMENT**

To: Board of Commissioners

BA #: 2021 - 074

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

Date: March 1, 2021

RE: Register of Deeds

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

Account Code	Description	Old	+ or (-)	New
10-4180-315	Register of Deeds-Training	3,600.00	(2,500.00)	1,100.00
10-4180-030	Register of Deeds-Salaries & Wages-Part Time	8,000.00	2,500.00	10,500.00
<b>Register of Deeds</b>				
<b>Balanced:</b>		<b>11,600.00</b>	<b>-</b>	<b>11,600.00</b>

**Justification:**

*To transfer monies within the Register of Deeds Budget to cover the additional monies needed for the part-time employee. This monies is needed due to the Director being out for leave, meetings, etc. There has also been a marked increase in recording and vital records requests during the pandemic.*

Approval Date: \_\_\_\_\_

Bd. Clerk's Init: \_\_\_\_\_

Initials:	_____
Batch #:	_____
Date:	_____

Washington County  
**BUDGET AMENDMENT**

**To:** Board of Commissioners

**BA #: 2021 - 075**

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

**Date:** March 1, 2021

**RE:** Board of Elections

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

Account Code	Description	Old	+ or (-)	New
10-3352-004	2020 HAVA Funds-NC CFDA# 90-404	-	(34,574.00)	(34,574.00)
10-4170-700	2020 HAVA Funds-NC CFDA# 90-404	-	34,574.00	34,574.00
<b>Board of Elections</b>				
<b>Balanced:</b>		-	-	-

**Justification:**

*To budget for 2020 HAVA Grant funds that will be allocated based on percentage of voter registration within Department of Commerce Tier as of 1/9/2021. The county is currently looking to use these monies to help with the purchase of new voter equipment.*

**Approval Date:** \_\_\_\_\_

**Bd. Clerk's Init:** \_\_\_\_\_

<b>Initials:</b>	
<b>Batch #:</b>	
<b>Date:</b>	

Washington County  
**BUDGET AMENDMENT**

To: Board of Commissioners

BA #: 2021 - 076

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

Date: March 1, 2021

RE: TTA

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

Account Code	Description	Old	+ or (-)	New
63-3270-000	Motel Occupancy Tax	(115,000.00)	(12,000.00)	(127,000.00)
63-4960-100	Billboard Advertisements	15,000.00	12,000.00	27,000.00
TTA				
		Balanced:	(100,000.00)	(100,000.00)

**Justification:**

*To book additional anticipated revenues for Motel Occupancy Tax and to budget those additional funds to be expended from the Billboard Advertisements line to help promote the Creswell area. The TTA Board approved this amendment at their 2/19/2021 meeting.*

Approval Date: \_\_\_\_\_

Bd. Clerk's Init: \_\_\_\_\_

Initials:

Batch #:

Date:

Washington County  
**BUDGET TRANSFER**

**To:** Board of Commissioners  
**From:** Curtis Potter, County Manager  
Missy Dixon, Finance Officer  
**Date:** February 24, 2021  
**RE:** SS Admin

**BT #: 2021 - 077**

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

Account Code	Description	Old	+ or (-)	New
10-5310-310	SS Admin - Travel	8,500.00	(2,000.00)	6,500.00
10-5310-315	SS Admin - Training	10,500.00	(3,460.00)	7,040.00
10-5310-180	SS Admin - Legal-Protective Services	30,000.00	5,460.00	35,460.00
<b>SS Admin</b>				
<b>Balanced:</b>		<b>49,000.00</b>	<b>-</b>	<b>49,000.00</b>

**Justification:**

*This budget transfer is result of the need to increase our contract with Jason Williams. Our child protective service caseloads have grown thus increasing the demand for legal services beyond our budgeted expectations. We will be increasing Mr. Williams contract by \$7,960 after making this transfer and reducing the Pritchett & Burch Contract by \$2,500. This transfer is not budget impactful as all lines are reimbursable at the same rate.*

**Budget Officer's Initials** Data Signed by:  
Curtis S. Potter  
031C8961361423

**Approval Date:** 2/24/2021

**Initials:** CP  
**Batch #:** 2021-017  
**Date:** 2/24/2021

Washington County  
**BUDGET AMENDMENT**

To: Board of Commissioners

BA #: 2021 - 078

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

Date: March 1, 2021

RE: SS Economic Support

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

Account Code	Description	Old	+ or (-)	New
10-3490-000	DSS-Administration Reimbursement	(2,410,215.00)	(85,000.00)	(2,495,215.00)
10-5380-030	SS Economic Support-Crisis Intervention	81,581.00	15,000.00	96,581.00
10-5380-406	SS Economic Support-LIEAP Payments	139,723.00	70,000.00	209,723.00
<b>SS Economic Support</b>				
		<b>Balanced:</b>	<b>(2,188,911.00)</b>	<b>(2,188,911.00)</b>

**Justification:**

*This budget amendment is to increase revenue and expenses for the Crisis Intervention Program and the Low Income Energy Assistance Program. The state has awarded Washington County additional monies to help meet the needs of individuals who qualify for these programs. These expenses are reimbursable at 100%.*

Approval Date: \_\_\_\_\_

Bd. Clerk's Init: \_\_\_\_\_

Initials:	
Batch #:	
Date:	

Washington County  
**BUDGET AMENDMENT**

**To:** Board of Commissioners

**BA #:** 2021 - 079

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

**Date:** March 1, 2021

**RE:** Facility Services

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

Account Code	Description	Old	+ or (-)	New
10-3990-000	Appropriated Fund Balance-GF	(530,953.99)	(33,200.00)	(564,153.99)
10-4265-540	Facility Services-Capital Outlay-Equipment	20,000.00	33,200.00	53,200.00
<b>Facility Services</b>				
<b>Balanced:</b>		<b>(510,953.99)</b>	<b>-</b>	<b>(510,953.99)</b>

**Justification:**

*This budget amendment is to allocate GF Fund Balance to Facility Services to cover the costs associated with preparing the upstairs Strader Building for the movement of Emergency Management, Inspections & Planning and EMS. This is an estimated cost that we are putting in Capital Outlay Equipment as a place holder until we have all quotes together. Once quotes are finalized, we will make a transfer of these funds to the appropriate lines in the facility services budget with the approval of the County Manager as some expenses may not be of capital nature.*

**Approval Date:** \_\_\_\_\_

**Bd. Clerk's Init:** \_\_\_\_\_

<b>Initials:</b>	
<b>Batch #:</b>	
<b>Date:</b>	

Washington County  
**BUDGET AMENDMENT**

To: Board of Commissioners

BA #: 2021 - 080

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

Date: March 1, 2021

RE: Communication/E911

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

Account Code	Description	Old	+ or (-)	New
10-3990-000	Appropriated Fund Balance-GF	(564,153.99)	(131,502.00)	(695,655.99)
10-5911-540	Communications-Capital Outlay Equip-Primary PSAP	-	131,502.00	131,502.00
69-3990-000	Appropriated Fund Balance-E911	(190,564.00)	(8,500.00)	(199,064.00)
69-9100-550	E911-Capital Outlay-Equipment	200,000.00	8,500.00	208,500.00
<b>Communications/E911</b>				
<b>Balanced:</b>		<b>(554,717.99)</b>	<b>-</b>	<b>(554,717.99)</b>

**Justification:**

*This budget amendment is being made to appropriate GF and E911 fund balance to cover the costs associated with the first phase of replacing outdated and failing equipment in the primary PSAP Center. This cost is split between the County and the 911 Board as not all items that we are required to have are covered by the 911 Board funding.*

Approval Date: \_\_\_\_\_

Bd. Clerk's Init: \_\_\_\_\_

Initials:	
Batch #:	
Date:	

Commissioner Keyes said Ms. Dixon explains the budget transfers and amendments so well that it makes it easy for the Commissioners to understand.

**Commissioner Johnson made a motion to approve the budget amendments as presented. Commissioner Keyes seconded. Chair Sexton proceeded with the roll call:**



**Commissioner Walker, yea; Commissioner Phelps, yea; Commissioner Johnson, yea; Commissioner Keyes, yea; Commissioner Sexton, yea. Motion carried unanimously.**

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

Commissioner Walker was approached by a firefighter in Roper and said that some of the house numbers are not visible and makes it a little difficult for them to get to the proper house. Commissioner Keyes said the County's Safety Office makes the signs for the mailboxes. Commissioner Keyes said she would take the lead on this issue.

Commissioner Phelps said he would let the issue lay this meeting regarding the elections and school board members.

Commissioner Johnson mentioned that we are close to having a roll out from Trillium of managed care. A 2,000 page application was submitted. She will have more information later on what the county may be responsible for.

Commissioner Keyes said that she and Commissioner Phelps are still working with Mr. Jones on Cardinal Road. Commissioner Keyes said she has also been working with seniors trying to get them registered for the vaccine.

Chair Sexton said he was approached by Mr. Stanley James regarding litter pickup. Mr. James has a group that would be willing to start taking over some of the most littered areas. Chair Sexton asked Commissioner Phelps if DOT still has bags, etc. and he said yes, and they can check at the building in Creswell. Chair Sexton also said maybe Mr. Potter can talk about it on his radio show. Also, the County may need to put up some "no littering" signs that shows that the fine for littering is \$1,000. Chair Sexton said he thinks that would be a good community project. Mr. Potter said some staff may want to participate and also the TTA. Commissioner Phelps said that the Adopt a Road program still exists. Chair Sexton said he met with the drainage folks too. Commissioner Phelps asked if there are maps that show where the canals tie into. Mr. Potter said check with Soil & Water and Commissioner Keys also said maybe check with Forestry.

Mr. Potter mentioned deferring the method of election for School Board members. The School Board members are not in favor of it.

Mr. Potter said he has applied for and received approval for an intern from LFNC.

Mr. Potter said the County received a written request from RDC for one of the Riverlight Transit buses that will be coming out of circulation. Mr. Potter said he has not made a recommendation.

Commissioner Johnson asked if Riverlight is carrying folks to get vaccines. Mr. Potter said he will check on that.

Mr. Potter had a ZOOM conference call with Commissioner Phelps and Mr. Fulford and others regarding Veteran's Field. The folks who want the field would prefer to obtain it out right. They have some folks who would be private investors. On the Recreation side, it is felt to let them use it but not let them have it. The County could let them lease it.

**Commissioner Keyes made a motion to go into Closed Session pursuant to NCGS 143-318.11(a)(1) to prevent the disclosure of information that is privileged or confidential pursuant to applicable law including without limitation NCGS 66-152(3); NCGS§143-318.11(a)(3)—attorney-client privilege; NCGS 143-318.11(a)(4) to discuss the location or expansion of industries or other businesses in the area, et. seq and NCGS §143-318.11(a)(6)—personnel. Commissioner Phelps seconded. Chair Sexton proceeded with the roll call: Commissioner Walker, yea; Commissioner Phelps, yea; Commissioner Johnson, yea; Commissioner Keyes, yea; Commissioner Sexton, yea. Motion carried unanimously.**

Back in Open Session, at 9:20 PM, with no further business to discuss, **Commissioner Walker made a motion to adjourn. Commissioner Keyes seconded. Chair Sexton proceeded with the roll call: Commissioner Walker, yea; Commissioner Phelps, yea; Commissioner Johnson, yea; Commissioner Keyes, yea; Commissioner Sexton, yea. Motion carried unanimously.**

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William R. “Bill” Sexton  
Chair

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