

May 1, 2017

The Washington County Board of Commissioners met in a regular session on Monday, May 1, 2017 at 6:00 PM at the Commissioners' Room, 116 Adams Street, Plymouth, NC. Commissioners Johnson, Phelps, Riddick, Sexton and Walker were present. Also present were Interim County Manager/County Attorney Curtis Potter, Clerk to the Board Julie J. Bennett and Finance Officer Missy Dixon.

Chair Walker called the May 1, 2017 meeting to order. Chair Walker thanked the citizens for attending the meeting. Commissioner Sexton gave the invocation. Commissioner Phelps led the pledge of allegiance.

ADDITIONS/DELETIONS: Ms. Bennett stated that Mr. Potter would like to add Item 18A) Employee Benefits.

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

- a) Approval of Minutes
- b) Tax Refunds & Releases and Insolvent Accounts
- c) Resolution Opposing SB363
- d) DOT STI Letter of Commitment
- e) Albemarle Commission Older Americans Month Proclamation

Commissioner Johnson asked Ms. Bennett to make a change on page 30 of Item c) to change the word 'no' to 'not' in the 5<sup>th</sup> paragraph.

**Commissioner Phelps seconded, motion carried unanimously.**

PUBLIC FORUM: Ms. Paulique Horton, spoke about May Daze in Creswell. It is this weekend May 5-6 in Creswell and she invited everyone to come out and support this event. Ms. Horton told Mr. Potter that she has an expense report for him if he needs it.

Mr. Roy Hines, 1216 Wilson Street, told the Board that he is still getting complaints about DSS. Employees are continuously leaving DSS. Most are going to Bertie DSS to do the same job. Morale is down in DSS. DSS is losing good faithful servants who have been here for years. How long are we going to keep losing good employees? Mr. Hines said he was hoping the Commissioners could do something about it. He hasn't heard what the Commissioners have done since the last meeting. Mr. Hines said he did not want to mention any names specifically, but if the Commissioners wish to know the people to whom he is talking about, please get with him and he will give the Commissioners the names and the Commissioners can speak with those individuals. They have said they will talk to the Commissioners freely.

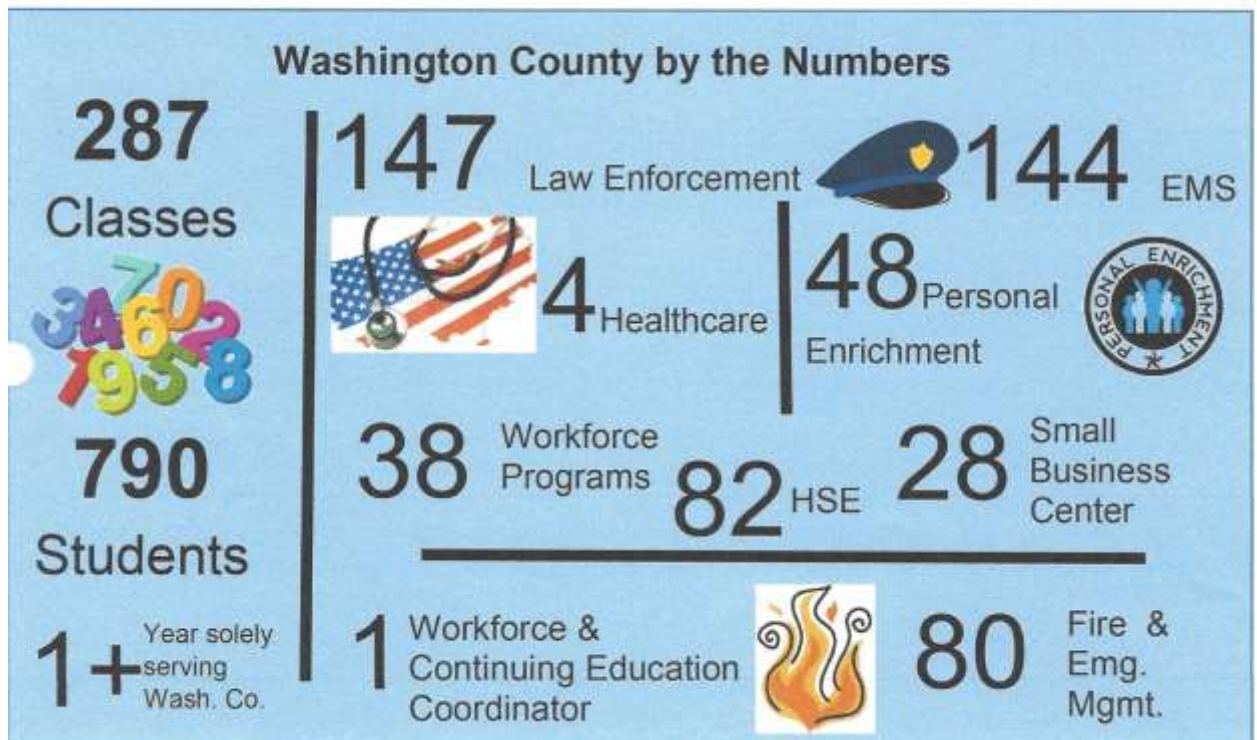
Mr. Charles Sharpe, 418 South Banks Street, Roper, spoke to the Board regarding a nuisance of a dog in the community that has been ongoing since Hurricane Matthew. Washington County's dog catcher was confronted and he said he would come and get the dog. This dog has now had puppies; however they drowned in the flood from the Hurricane (in

October). This dog has had another litter (1 puppy) so she is still hanging around. The dog harasses citizens walking or riding bikes. Mr. Sharpe said he has talked to the dog catcher again and he said he would put out a cage to catch the dog, but it hasn't been done yet. Commissioner Phelps asked if Chief Deputy Norman was here to answer questions. Mr. Potter said no, he was not, but Mr. Potter said he has talked to the dog catcher and thought this had been resolved. He will go back to the Sheriff's office tomorrow to see what is going on.

Mr. Danny Reynolds, 302 South Banks Street, Town of Roper Councilman, said he knows the County is in negotiations regarding trash pickup and the Town of Roper doesn't have any problems with Republic Services and wanted that to be noted for the record.

UPDATE ON BEAUFORT COUNTY COMMUNITY COLLEGE (BCCC), WASHINGTON COUNTY CENTER (WCC): BCCC President Dr. Barbara Tansey spoke to the Board regarding the services that BCCC is providing in Roper. Dr. Tansey said that nothing will change in Roper with the cuts that are happening at BCCC. BCCC's partnership with Washington County has been solid and BCCC's Board is very pleased with it. Dr. Tansey praised Ms. Kitty Hedgepeth for working at WCC and being involved in the community. Ms. Stacey Gerard, Vice-President of Continuing Education at BCCC, thanked Mr. Potter, Ms. Bennett, Commissioner Johnson and Ms. Arnold for their assistance. Ms. Gerard also said that Mr. Coccaro, EMS Director is one of their primary instructors for EMS.

## 2016-Present: Year in Review





*Beaufort County Community College is a public comprehensive community college committed to providing accessible and affordable quality education, effective teaching, relevant training, and lifelong learning opportunities for the people served by the College.*

- Ribbon Cutting ceremony for Washington County Center (WCC) March 10, 2016
- Hired Washington County Workforce & Continuing Education Coordinator, Kitty Hedgepeth, on December 7, 2016
- Community Focus Group Meeting held at WCC on Feb. 22, 2017 at 5:30pm with 14 attendees
- Received approval from NC Dept. of Health & Human Services on February 27, 2017 for the WCC Nurse Aide lab
- Course offerings include law enforcement in-service, CPR/First Aid, Android Workshop, Better Choir Member, iPhone/iPad workshop, Defensive Driving DDC-4, Critical Incident Response, EMS continuing education, High School Equivalency, Basic Computer Skills classes, Nurse Aide II, Career Readiness Certification, Fire Chief 101, NIMS: ICS 300, and Traffic Incident Management
- Ran 6 Small Business Center classes at WCC including Demystifying Social Media, Beginning Microsoft Excel, and Taking Your Home Business to the World Market with Etsy
- Since 1/1/16 the College has served 219 curriculum students (unduplicated) in 210 unique courses. The College has served 571 continuing education students (duplicated) in 77 unique courses.

### **Goals Moving Forward**

- Accept payment at Washington County Center via online Instant Enrollment application
- Establish College for Kids program
- Expand Workforce Program course offerings
- Increase network speed at WCC through MCNC

Chair Walker asked about their computer lab. Ms. Gerard said there are some computers in some classrooms. Chair Walker asked if area students can use the computers at BCCC WCC. She said yes that could be coordinated and they do have free Wi-Fi. Mr. Sharpe asked if classes are held every day. Ms. Gerard said no, it depends on what classes are being offered. The Northeastern Workforce Development also has space in BCCC WCC and their staff is usually there on Wednesdays. BCCC WCC is closed on Fridays.

Commissioner Phelps asked if BCCC is partnering with Washington County Schools (WCS) and if not, why not? Ms. Gerard said someone has been in contact with WCS and they had a member attend the BCCC WCC community focus meeting. Dr. Tansey said a proposal has been written and approved between BCCC and WCS for early college classes but without funding. The legislature has to approve the early college high schools funding. Some students can take high school and college courses at the same time. BCCC is working on fall registrations now.

Commissioner Johnson mentioned that the Commissioners need to talk to the legislature to get this funding.

Commissioner Phelps asked Ms. Hedgepeth how often the facility is being used. Ms. Hedgepeth said some days there are 30 people there between day and night, other days there may only be 5. Career Readiness is one of the most heavily enrolled classes.

Commissioner Phelps told Dr. Tansey he knows what a good education can do for a student. What is BCCC's Board vision for BCCC WCC? Commissioner Phelps said that there are citizens who do not know anything about BCCC WCC. He said he doesn't feel there is enough marketing and outreach. Dr. Tansey said they have a strategic plan that is written

differently than most and can give that information to the County. Dr. Tansey said that Washington County is in a pocket that is hard to market due to not having a TV station or a comprehensive newspaper and are limited as to what they can put in the Greenville paper due to overlap with Pitt Community College. Ms. Gerard said they have advertised in the local newspaper, The Roanoke Beacon, but it has not garnered them many students. Ms. Gerard said that Ms. Hedgepeth does deliver BCCC's catalogs to various places. Commissioner Phelps said they should target getting their information out through the churches. Commissioner Sexton said maybe the County can have someone from BCCC speak on our radio station regularly. Mr. Potter said he will work on that.

MEETING WITH RURAL CENTER IN WASHINGTON COUNTY: Ms. Bennett received an e-mail from Mr. John Coggin, Director of Advocacy for the NC Rural Center. They are holding a meeting on Wednesday, May 17 from 9:00 AM – 11:00 AM at the Vernon James Center for the Commissioners and other leaders from Washington and Tyrrell counties to have a special conversation with them. The Rural Center is celebrating its 30<sup>th</sup> anniversary this year and they are launching a new advocacy program, called Rural Counts, which will be focused on communicating a shared vision around 10 strategies for economic development across the 80 counties they serve. They are in the process of visiting all 80 rural counties to share more about the Rural Counts strategies with community leaders, and to learn more about what is happening locally around these strategies.

Ms. Bennett asked for RSVP's from the Commissioners so that she may respond for them before the deadline of May 10.

HB416—LOCAL CONTRACTOR PREFERENCES: Mr. Potter said the law requires that counties follow certain guidelines when hiring contractors. As of today, this bill looks like it is frozen and did not make cross-over, but wanted direction from the Commissioners if it gains traction again. Mr. Potter said he has called Senator Graham about Washington County joining his local bill. The consensus of the Board is that it would help the local economy and for the County to support it if it comes back again. Commissioner Sexton said part of the problem is that the County doesn't have enough licensed contractors. Dr. Tansey said BCCC could possibly offer a course to help with this at WCC. The Board said for Mr. Potter to follow-up if this bill comes back around.

TOWN OF PLYMOUTH REQUEST REGARDING COUNTY LINE ADJUSTMENT: Mr. Potter attended a meeting at the request of Town of Plymouth's Manager, Sam Styons to modify the jurisdictional boundaries on the Roanoke River. They asked Mr. Potter to come back to the Board to see if they would be favorable to assist the Town in this venture. Commissioner Johnson said it would take legislation for this to happen. Commissioner Johnson said she feels that the County Manager and Town Manager should approach the Bertie County Manager and have discussion on this matter. The Board was in agreement with this.

BUDGET CALENDAR AMENDMENT: Mr. Potter spoke to the Board about a revised calendar amendment. The highlighted items below are the items that have changed. The Board agreed that May 17 at 6:00 PM will be next Board meeting. Mr. Potter will work to have some of the components of the budget to the Commissioners on Friday, May 12, but it will not be balanced.

*Washington County, North Carolina  
Budget Calendar  
Fiscal Year 2017-2018*

2017 DATES		BUDGET PROCEDURES	ACTION BY	
			Party	Statutes
Mon*	2/6	Presentation of Proposed Budget Calendar & Discussion/Scheduling of Budget Retreat	CM/Board	
Fri	2/17	Budget Planning Retreat 9AM-1PM	Board	
Wed	3/1	<b>Budget Kickoff Meeting</b> Distribution of Budget Forms & Instructions	CM/CFO DHs (MANDATORY)	
	3/2 - 3/15	<b>Budget Consultations/Formulation</b> Ask for Assistance if needed	CM/CFO DHs (MANDATORY)	
Fri	3/17	<b>Deadline for the submission of budget requests</b> both expenditure & revenue to Finance	DHs	159-10 (April 30)
n/a	3/20 - 4/7	County Manager and Finance to meet with Departments, Schools, and other agencies to discuss requests and recommendations	CM/CFO/DHs BOE/FireComm/etc	
Fri	3/31	Update of tax valuation due from Tax Department	Tax	
Mon	4/24	Final of tax valuation from Tax Department	Tax	
Friday	5/5	Applicable Recommended budgets sent to departments	CM/CFO	
Mon	5/15	Recommended budget must be balanced	CM/CFO	
Wed	5/17	Budget message is completed	CM	
TBD**	5/17-5/19	<b>Recommended Budget Published &amp; Presented</b> With CM's Message to Board Filed with Clerk to the Board	CM	159-11 (June 1) 159-11(b) 159-12(a)
TBD**	(TBD)	Commissioners work sessions to review budget with departments, agencies, school board as desired	Board CM/CFO/Various	
Wed	5/24	Publish in newspaper notice stating that budget has been filed and is open for public inspection & setting time & place for public hearing on budget	Clerk	159-12(a)
Mon*	6/5	<b>Official public hearing on the budget</b>	Board/Public	159-12(b)
Mon*	6/5-6/30 (TBD)	<b>Adoption of Budget Ordinance</b> <i>Budget Ordinance may not be adopted until (1) ten days have elapsed from date budget is filed &amp; (2) public hearing is held.</i>	Board	159-13 (July 1)
<b>NOTES:</b>				
* = Reg Board Mtg Date				
** = Extra Board Mtg Date				
All dates are subject to changes or adjustment as deemed necessary by the WC Board of Commissioners or County Management				

For further information or questions please contact Curtis S. Potter, Interim County Manager at cpotter@washcoenc.org

RECREATION UPDATE: Mr. Randy Fulford, Recreation Director told the Board that the Trillium playground is almost finished—it needs to have some landscaping done. Mr. Fulford said that work has been done at Pea Ridge Park (tennis courts and basketball courts resurfaced). He also said that he is getting two teams ready to go to State games. Mr. Fulford said he has been working on roads at the Creswell Park. He will be putting the fence back up. Softball games should be starting soon. Mr. Fulford said the Charles Bowser Camp will be moved to first weekend in August (rather than June).

Commissioner Phelps asked Ms. Dixon about money that was appropriated for the Pea Ridge Park. Ms. Dixon said that for the Washington Street Park, Recreation has spent \$7,000, and there is only about \$800 left. This budget was \$8,000. Ms. Dixon said that Skinnersville Park (Pea Ridge) was budgeted at \$5,900—\$4,110 has been spent and there is about \$800 left. The resurfacing of the tennis courts cost ~\$3,000-\$4,000 and Mr. Fulford has lined the basketball court, has ordered nets and has the basketball goals. Ms. Dixon said the park in Creswell was budgeted at \$2,500. A PO is in place to fix the driveway—it needs rock. Mr. Potter said it sounded like a lot of money for sand and crush and run, so he went to the park in Creswell and checked it out himself. Mr. Potter stated that right now a regular vehicle cannot get down that road, so Mr. Potter said he did approve the PO because that road is in such bad shape. Ms. Dixon said that Mr. Fulford still needs some mats for the walls at the Washington Street Gym and is working with Mr. Fulford on spending funds for those mats.

Chair Walker said he doesn't see anything going on in Roper. Mr. Fulford said he has no facilities in Roper to use. He said he is not allowed to use the gym. Chair Walker asked Mr. Fulford why he isn't allowed to use the Roper gym. Mr. Fulford said Washington County Recreation was bumped out of the facility by the principal of the school. Commissioner Phelps said that maybe Commissioner Riddick can help with this issue.

Mr. Potter told the Commissioners there is a Budget Amendment in their package (page 53) showing what Mr. Fulford will be spending his budget on.

UPDATE ON TRILLIUM PLAYGROUND: Mr. Potter said that Mr. Fulford was invaluable when creating the punch list of items that needed to be done at the A. Lloyd Owens, Sr. Memorial Park (aka Trillium Playground). Most items have been done and we can plan the grand opening. Trillium has asked for a two week notice. The Board agreed to a park grand opening on May 17, 2017 at 5:00 PM (before the Commissioners' meeting at 6:00 PM). Commissioner Sexton asked about liability if someone gets hurt--who is liable? Mr. Potter said that it depends on the circumstances. The County could be liable to some point.

#### BOARD OF EQUALIZATION AND REVIEW:

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

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

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

BUSINESS PERSONAL PROPERTY AUDIT—WAIVING OF PENALTIES:

Ms. Wilkins stated that the following citizens were asking for their Business Personal Property Audit penalties to be waived: Mike Harris, Harris Farms, Inc. and Elizabeth Foster Kendrick's Creek Farm.



WASHINGTON COUNTY

P.O. BOX 1007

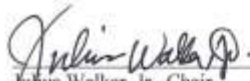
Plymouth, North Carolina 27962

Pursuant to the Resolution adopted March 6, 2017 establishing the guidelines for adjusting late tax listing penalties from audits of Business Personal Property taxes, the Washington County Board of Commissioners does hereby agree to release the following penalty amounts:

Account Name	Account #	Penalty Assessed	Penalty Released
Harris Farms, Inc.	22212	\$12,814.32	\$11,814.32

This release of penalty will result in an adjustment of the interest that is due on the account. The penalty release does not include the applicable audit fee which is estimated at \$1,000.00. Pursuant to the requirements of the Resolution the taxes were paid May 1, 2017.

Approved this 15<sup>th</sup> day of May, 2017.

  
Julius Walker, Jr., Chair  
Washington County Board of Commissioners

ATTEST:

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



**Commissioner Sexton made a motion to approve the waiving of penalties as listed above for Harris Farms, Inc. Commissioner Phelps seconded, motion carried unanimously.**



## WASHINGTON COUNTY

P.O. BOX 1007  
Plymouth, North Carolina 27962

Pursuant to the Resolution adopted March 6, 2017 establishing the guidelines for adjusting late tax listing penalties from audits of Business Personal Property taxes, the Washington County Board of Commissioners does hereby agree to release the following penalty amounts:

Account Name	Account #	Penalty Assessed	Penalty Released
Kendrick's Creek Farms, Inc.	28385	\$2,335.46	\$1,335.46

This release of penalty will result in an adjustment of the interest that is due on the account. The penalty release does not include the applicable audit fee which is estimated at \$1,000.00. Pursuant to the requirements of the Resolution the taxes were paid April 21, 2017.

Approved this 15<sup>th</sup> day of May, 2017.

  
Julius Walker, Jr., Chair  
Washington County Board of Commissioners

ATTEST:

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



**Commissioner Sexton made a motion to approve the waiving of penalties as listed above for Kendrick's Creek Farms, Inc. Commissioner Riddick seconded, motion carried unanimously.**

Commissioner Phelps thanked Mr. Mike Harris for attending the meeting tonight.

**RFP UPDATES FOR SOLID WASTE SERVICES:** Mr. Potter told the Board the County received two bids for Solid Waste Services and these were given to the Commissioners to review. A comparison table was also given to the Commissioners. Mr. Potter would like for the Commissioners to give him, as Interim County Manager, direction on proceeding.



Representatives from both companies, Republic Services (Ms. Josephine Aiken and Mr. Joe Deaner) and Waste Industries (Mr. Pat Luce and Mr. AB Swindell) were at the meeting. Mr. Luce said they built their bid on having to purchase new trucks (it takes 6 months to get them) but would have to rent trucks for the first 6 months, which drove their cost up.

Commissioner Phelps asked Mr. Potter if he talked to Martin County since they use Waste Industries. Mr. Potter said he was unable to reach anyone in the Martin County offices today. Mr. Potter asked Mr. Luce if the services for Martin County and Washington County were the same. Mr. Luce said he did not have the information with him to give a definitive answer. Commissioner Phelps asked what type of consistency they have in their business. Mr. Luce said that Waste Industries has been in business for over 35 years. Managers have been with them for 10+ years. He has workers that have been with them for 35 years. Commissioner Phelps asked how people report their problems with trash. Is there a number on the trashcans? Mr. Luce said there was not a number on the trashcans. Mr. Luce said that calls go to a call center and its real time. There is also a local branch number. Commissioner Phelps asked was this the best bid Waste Industries could come up with. Mr. Luce said yes.

Mr. Potter said currently citizens pay \$215 a year. There would be approximately a \$95 increase to citizens if the County went with Waste Industries. There would be approximately a \$13 - \$67 increase if the County went with Republic Services.

Commissioner Phelps said he has citizens who are not pleased with Republic Services. They say they can't reach anyone on the 1-800 numbers. The number on the cans is not correct (for citizens to call).

Commissioner Johnson asked if David's Service put in a bid. Mr. Potter said they declined to put in a bid.

Mr. Joe Deaner, oversight manager for the hauling division of Republic Services, said he has been with them for 10 years in different positions. New division manager, Mike Cavanaugh has been with Republic Services for 3 years. Republic Services has made changes in division managers and supervisors. They do realize how important customer service is. Mr. Deaner said he feels confident in saying that the current problems should be ending. They do have a call center in Charlotte to handle 'open market' customers. Washington County will be having a local manager. The wheels are in motion to give Washington County the service they deserve.

Commissioner Phelps gave his list of complaints: trash cans being left in the ditch, damage to the trash cans, they don't always empty all the trash out and they don't pick up on the correct day. Mr. Cavanaugh spoke to the Board. He will be the one working on the consistency. His plan is to have the same drivers on the same trucks on the same routes consistently.

Mr. Potter said he would like the Board to allow him, as the Interim County Manager, to negotiate a contract for the coming year with one of these companies.

**Commissioner Phelps made a motion for the Interim County Manager to negotiate with Waste Industries. Commissioner Riddick seconded. Commissioner Phelps and Commissioner Riddick voted aye. Chair Walker, Commissioner Sexton and Commissioner Johnson voted nay. The motion did not carry.**

**Commissioner Sexton made a motion for the Interim County Manager to negotiate with Republic Services. Commissioner Johnson seconded. Commissioner Johnson, Commissioner Sexton and Chair Walker voted aye. Commissioner Phelps and Commissioner Riddick voted nay. Motion carried.**

Commissioner Phelps said that he feels that Republic Services has not been doing a good job.

Commissioner Johnson asked Mr. Potter if he could negotiate with Republic Services to have a one year contract with an option to renew.

Mr. Deaner said it seems like the RFP is being looked at differently than originally presented. Commissioner Sexton and Chair Walker said the County should stick with the original RFP and get on with negotiations with one company.

**FEE SCHEDULE FOR AMENDMENT FOR TAP FEES:** Mr. David Tawes, Public Utilities Director said that the County is getting ready to have to provide service to Waterside at the Point. The cost of a new meter is over \$5,000. Commissioner Johnson asked are these new homes. Mr. Tawes said they are undeveloped areas. Mr. Potter gave some background on this issue. Mr. Tawes recently requested that the Tap Fees established within the current Fee Schedule be modified as shown in the proposed Water System Fee Schedule below. The entire current fee schedule is shown in the attachment, along with ~~line-outs~~ reflecting the language to be removed, and new language being highlighted.

This request is being made in order to recover increasing costs associated with connecting meters to the water system. The current fees are not sufficient to cover those costs.

The proposed fees also include a new category based on whether any boring work beneath a road to reach a water main is required as part of the connection. These costs are currently not recovered under the existing fee schedule. Finally the proposed fees clarify that individual quotes will be required for larger commercial meters rather than charging the current flat fee. To illustrate the problem with continuing to do this, a single 6" connection is presently estimated to cost the county over \$5,000 due to the cost of the materials and work involved.

This request is being brought forward before the next fiscal year budget, due to the potential installation of multiple meters in the near future associated with upcoming development projects, and the Utility Director's desire to ensure that the Tap Fees charged more accurately offset the expenses.

Mr. Potter recommended that the Board vote to adopt the revised fees set out in the Water System Fee Schedule below as an amendment to its current Budget Ordinance effective May 2<sup>nd</sup>, 2017.

## WATER SYSTEM FEE SCHEDULE:

### MONTHLY WATER RATES

*Monthly Base Charge (includes the first 2000 gallons of water)*

3/4 inch	\$ 24.00
1 inch	\$ 36.00
1 ½ inch	\$ 61.00
2 inch	\$ 99.00
3 inch	\$ 169.00
4 inch	\$ 247.00
6 inch	\$ 486.00
8 inch	\$ 726.00

<b>Consumption charge</b>	\$ 13.00
for each 1000 gallons over the minimum	

<b>Hydrant charge</b>	\$ 13.00
for each 1000 gallons over the minimum	

<b>TAP FEES</b>	<b>1" &amp; LARGER</b>	<b>HYDRANT METER</b>
Connection	\$ 600.00	\$ 700.00
Deposit	\$ 60.00	\$ 1,000.00
Plumbing Permit	\$ 5.00	\$ 5.00
Reconnect Fee	\$ 35.00	\$ 35.00
Special Meter Readings	\$ 35.00	\$ 35.00

<b>TAP FEES (NO BORE)</b>	<b>5/8"-3/4"</b>	<b>1"</b>	<b>2"</b>	<b>HYDRANT METER</b>
Connection	\$911.00	\$995.00	\$1,590.00	\$ 700.00
Deposit	\$100.00	\$100.00	\$ 150.00	\$1,000.00
Plumbing Permit	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00
Reconnect Fee	\$ 35.00	\$ 35.00	\$ 35.00	\$ 35.00
Special Meter Readings	\$ 35.00	\$ 35.00	\$ 35.00	\$ 35.00

<b>TAP FEES (WITH BORE)</b>	<b>5/8"-3/4"</b>	<b>1"</b>	<b>2"</b>	<b>HYDRANT METER</b>
Connection	\$1,1161.00	\$1,245.00	\$1,840.00	\$ 700.00
Deposit	\$ 100.00	\$ 100.00	\$ 150.00	\$1,000.00
Plumbing Permit	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00
Reconnect Fee	\$ 35.00	\$ 35.00	\$ 35.00	\$ 35.00
Special Meter Readings	\$ 35.00	\$ 35.00	\$ 35.00	\$ 35.00

\*Connection charges for connections larger than 2" will be charged at actual cost based on quotes to be obtained at the time such request are made. Contact the Public Utilities Director for additional information.

**Commissioner Sexton made a motion to approve the amended fee schedule as presented to increase tap fees effective immediately. Commissioner Riddick seconded, motion carried unanimously.**

**RFP FOR UTILITY RELOCATION:** Mr. Potter said that the Commissioners had a separate bid in their package for Utility Relocation from Rivers and Associates. The County has to pay any upfront costs and have an engineer on call for whenever utilities have to be relocated. DOT used to do this, but not anymore. Commissioner Sexton asked where this work will be done. Mr. Tawes said under the bridge on Cross Road and another under the bridge on Mackey's Creek.

**Commissioner Phelps made a motion to move forward with Rivers and Associates for the utility relocation. Commissioner Sexton seconded, motion carried unanimously.**

**BOARDS & COMMITTEES:**

**Coastal Resources Advisory Council**

Mr. Potter received a letter from the Coastal Resources Advisory Council (CRAC) asking for our 'wish list' of CAMA items and for nominations from the County.

**Commissioner Johnson made a motion to appoint Ms. Keyes to the CRAC. Commissioner Riddick seconded, motion carried unanimously.** Mr. Potter also said that flooding is an issue that will be discussed.

**TRAVEL & TOURISM AUTHORITY AMENDMENT:** Mr. Potter stated that in working with Mr. Harrison and the TTA in recent months, it came to his attention that the current TTA by-laws do not expressly address the establishment or authority of the position of TTA Director. In order to clarify the TTA's authority to establish this position, as well as the duties and powers associated with it, in consultation with Mr. Harrison, it was agreed that an amendment to the current by-laws should be sought to do so.

An affirmative vote by the majority of the full TTA is required before the by-laws may be amended. All proposed amendments must be brought before the Board of County Commissioners at least one (1) meeting prior to the meeting in which the vote is to be taken, and any amendment to the by-laws must be allowed by the Board of County Commissioners.

The TTA will be meeting on May 2<sup>nd</sup>, 2017 to consider adoption of the proposed language recommended below if approved by the Board of County Commissioners.

Mr. Potter asked the Commissioners to approve the amendment of the current TTA by-laws by inserting the following new section therein:

**ARTICLE III ORGANIZATION**

**Section IV. AUTHORITY DIRECTOR:**

The Authority is authorized to appoint a Director, who may be vested with certain powers or duties of the Authority as deemed necessary or convenient for the purposes of more efficiently managing and administering the Authority for its lawful purposes. Such powers may

include without limitation the power to call and provide notice of Authority meetings, to issue and publish reports or other official information or statements on behalf of the Authority, to serve as the official representative of the Authority for all outside agencies and third parties, to approve and execute lawful contracts on behalf of the Authority, and to authorize budgeted payments to be made on behalf of the Authority.

**Commissioner Johnson made a motion to approve the Travel & Tourism Authority Amendment as presented above. Commissioner Phelps seconded, motion carried unanimously.**

**FINANCE OFFICER'S REPORT:** Ms. Dixon presented Budget Amendments BA#2017-030, BA#2017-031, BA#2017-032, BA#2017-033 and BA#2017-034.

Washington County  
**BUDGET AMENDMENT**

To: Board of Commissioners BA #: 2017 - 030  
 From: Curtis Foster, Interim County Manager/County Attorney  
 Abby Dixon, Finance Officer  
 Date: May 1, 2017  
 RE: Tax Admin/SRO Crewwell/Information Tech/NC Lottery/Cooperative Ext/Landfill/Water Operations  
 Please authorize the finance officer to make the following budgetary adjustments:

Account Code	Description	Old	+ or (-)	New
10-4140-500	Tax Admin-Contracted Services	8,300.00	(750.00)	7,450.00
10-4210-180	Information Tech-Contracted Services	5,000.00	750.00	5,750.00
<b>Tax Admin-Information Technology</b>				
10-4115-260	SRO Crewwell-Departmental Supplies	209.00	(74.00)	126.00
10-4215-010	SRO Crewwell-Salaries & Wages - Overtime	-	74.00	74.00
<b>SRO Crewwell</b>				
10-3900-000	NC Education Lottery Revenues	(128,000.00)	(62,689.00)	(187,689.00)
10-5912-554	Designated for Future Appropriations-Lottery	50,026.63	(50,026.00)	0.63
10-5912-508	Education-Capital Outlay-Lottery-All Schools	-	112,715.00	112,715.00
<b>NC Education Lottery</b>				
10-6050-130	Cooperative Extension-Liabilities-Insurance	848.00	(848.00)	-
10-6050-320	Cooperative Extension-Contributions	1,750.00	(61.00)	1,689.00
10-6050-010	Cooperative Extension-Salaries & Wages - Regular	84,773.00	26.00	84,799.00
10-6050-100	Cooperative Extension-Supplies	12,987.00	(861.00)	11,848.00
10-6050-140	Cooperative Extension-Workman's Comp.	63.00	22.00	85.00
<b>Cooperative Extension</b>				
33-7402-610	Landfill-Contract-Regional Landfill	272,710.00	(31,850.00)	240,460.00
33-7402-600	Landfill-Contract-Garbage Collection	658,150.00	31,850.00	700,000.00
<b>Landfill</b>				
15-3410-000	Sale of Surplus Equipment	-	(10,985.00)	(10,985.00)
15-7110-600	Operations & Maint-Contracts-Mowing	-	10,985.00	10,985.00
<b>Water Operations &amp; Maintenance</b>				
<b>Balance:</b>		<b>879,387.63</b>	<b>-</b>	<b>879,387.63</b>

**Justification:**

To transfer monies from Tax to IT to cover additional charges from the ERM Program; to transfer monies for SRO from Departmental Supplies to Overtime to cover overtime payment on local lottery revenue received; to transfer monies to Cooperative Extension to cover a shortfall in Salaries and Wages; to transfer monies to Landfill to cover a shortfall in garbage collection from supplies in the Regional Landfill Line and to budget additional revenue received from the surplus sale of the water meters to use for the new mowing contract.

Approval Date: May 1, 2017  
 BA Clerk's Init: [Signature]

Note: As a reminder, when the third number of an account begins with 3, this indicates that it is a revenue account. When the third number begins with 4 or greater, this indicates that it is an expenditure account.



Initials \_\_\_\_\_  
 Batch # \_\_\_\_\_  
 Date \_\_\_\_\_

Washington County  
**BUDGET AMENDMENT**

**To:** Board of Commissioners

**BA #: 2017 - 031**

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

**Date:** May 1, 2017

**RE:** Recreation

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

Account Code	Description	Old	+ or (-)	New
10-6120-315	Recreation-Training	2,500.00	(2,500.00)	-
10-6120-491	Recreation-Dues & Subscriptions-Tournament Fees	2,000.00	(1,000.00)	1,000.00
10-6120-310	Recreation-Travel	2,500.00	3,500.00	6,000.00
10-6120-350	Recreation-Maintenance & Repair-Buildings	13,000.00	(4,000.00)	9,000.00
10-6120-200	Recreation-Supplies & Materials	17,489.00	4,000.00	21,489.00
<b>Recreation</b>				
<b>Balanced:</b>		<b>37,489.00</b>	<b>-</b>	<b>37,489.00</b>

**Justification:**

*To transfer monies from Training & Tournament Fees to travel to cover the costs associated with upcoming travel to tournaments and to transfer monies from Maintenance & Repair-Buildings to Supplies & Materials to cover a shortfall in the original estimated budget.*

**Approval Date:** May 1, 2017  
**Bd. Clerk's Init:** [Signature]

Note: As a reminder, when the third number of an account begins with 3, this indicates that it is a revenue account. When the third number begins with a 4 or greater, this indicates that it is an expenditure account.

**Initials:**   
**Batch #:**   
**Date:**



Washington County  
**BUDGET AMENDMENT**

To: Board of Commissioners

BA #: 2017 - 032

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

Date: May 1, 2017

RE: Sheriff/Senior Center/Tyrrell Transport and EMS

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

Account Code	Description	Old	+ or (-)	New
10-3540-020	Sheriff-Gun Permits Discretionary-County Portion	(3,015.00)	(210.00)	(3,225.00)
10-4310-611	Sheriff-Gun Permits Discretionary-County Portion	3,015.00	210.00	3,225.00
10-3540-030	Sheriff-Gun Permits-State Portion	(3,715.00)	(260.00)	(3,975.00)
10-4310-612	Sheriff-Gun Permits-State Portion	3,715.00	260.00	3,975.00
10-3540-040	Sheriff-Finger Printing	(800.00)	(90.00)	(890.00)
10-4310-613	Sheriff-Finger Printing	800.00	90.00	890.00
<b>Sheriff</b>				
10-3509-010	Senior Center Trips	(8,325.45)	(720.00)	(9,045.45)
10-5150-380	Senior Center Trips	8,325.45	720.00	9,045.45
<b>Senior Center</b>				
37-4370-010	Tyrrell Transport-Salaries & Wages-Regular	58,000.00	(22,000.00)	36,000.00
37-4375-030	Tyrrell EMS-Salaries & Wages-Overtime	36,182.00	(12,000.00)	24,182.00
37-4375-040	Tyrrell EMS-Salaries & Wages-Parttime	34,209.00	(10,000.00)	24,209.00
37-4375-010	Tyrrell EMS-Salaries & Wages-Regular	215,500.00	44,000.00	259,500.00
<b>Tyrrell Transport/EMS</b>				
<b>Balanced:</b>		<b>343,891.00</b>	<b>-</b>	<b>343,891.00</b>

**Justification:**

*To book additional revenue received for the Sheriff's Office-gun permitting and finger printing and for the Senior Center for Trips.  
To transfer monies with Tyrrell EMS and Transport to cover under projected expenses in the Regular Salaries and Wages line in EMS.*

Note: As a reminder, when the third number of an account begins with 3, this indicates that it is a revenue account. When the third number begins with a 4 or greater, this indicates that it is an expenditure account.

Approval Date: May 1, 2017  
Bd. Clerk's Init: [Signature]

Initials:   
Batch #:   
Date:



Washington County  
**BUDGET AMENDMENT**

To: Board of Commissioners

BA #: 2017 - 033

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

Date: May 1, 2017

RE: TTA Bear Festival

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

Account Code	Description	Old	+ or (-)	New
63-3980-000	TTA-Bear Fest-Sponsorships & Vendor Fees	(1,350.00)	(48,500.00)	(49,850.00)
63-4960-220	TTA-Bear Fest-Sponsorships & Vendor Fees	1,350.00	48,500.00	49,850.00
63-3980-001	TTA-Bear Tour Collections	-	(2,000.00)	(2,000.00)
63-4960-230	TTA-Bear Tour Expenses	-	2,000.00	2,000.00
<b>TTA-Bear Fest</b>				
<b>Balanced:</b>		-	-	-

Justification:

*To book continued revenues for budgeting purposes for the NC Bear Festival Expenses. Approval is contingent upon the TTA approving this requested amendment at it's upcoming May 2, 2017 meeting.*

Approval Date: May 1, 2017  
Bd. Clerk's Init: [Signature]

Note: As a reminder, when the third number of an account begins with 3, this indicates that it is a revenue account. When the third number begins with a 4 or greater, this indicates that it is an expenditure account.

Initials:   
Batch #:   
Date:





Washington County  
**BUDGET AMENDMENT**

To: Board of Commissioners

BA #: 2017 - 034

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

Date: May 1, 2017

RE: Governing Board/Managers Office

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

Account Code	Description	Old	+ or (-)	New
10-4120-315	Managers Office-Training	3,717.00	(600.00)	3,117.00
10-4110-350	Governing Board-Postage	500.00	(500.00)	-
10-4110-370	Governing Board-Printing	1,000.00	(800.00)	200.00
10-4110-380	Governing Board-Advertising	2,000.00	(700.00)	1,300.00
10-4110-310	Governing Board-Travel	12,710.00	2,600.00	15,310.00
<b>Commissioners/County Manager</b>				
		<b>Balanced:</b>		
		19,927.00	-	19,927.00

Justification:

*To transfer monies to cover part of the costs for 4 Commissioners to attend the NCACC Annual Conference.*

Note: As a reminder, when the third number of an account begins with 3, this indicates that it is a revenue account. When the third number begins with a 4 or greater, this indicates that it is an expenditure account.

Approval Date: May 1, 2017  
Bd. Clerk's Init: [Signature]

Initials:   
Batch #:   
Date:



**Commissioner Phelps made a motion to approve the budget amendments as presented above. Commissioner Riddick seconded, motion carried unanimously.**

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

Commissioner Johnson stated that on the federal side there needs to be support for the sales tax bill. Other items needing support are funding for programs to stop abuse of opioid use, support of economic services, support funding for veterans program, also pre-trial benefits for prisoners so the cost doesn't fall on the citizens.

Commissioner Phelps said he attended the retirement service of Denise Moulden and attended the swearing in today of Keith Phelps as the new Clerk of Court.

Commissioner Phelps stated that he, Commissioner Johnson and Commissioner Riddick attended the NCACC district meeting held in Tyrrell County. Our County's drainage issues were discussed. Commissioner Phelps also mentioned that Representative Boswell did not attend this meeting.

Commissioner Phelps distributed information on possible tax increases in other counties:  
Bertie County—went down \$.01 last year with hopes for no increase this year  
Chowan County — possible increase of \$.03 or more  
Hyde County — possible increase of \$.07  
Tyrrell County — possible increase of \$.12  
Martin County — possible increase of at least \$0.2 ½ (probably more)

Commissioner Phelps asked about the County applying for the LGFCU 2017 Excellence Awards Program. He asked Mr. Potter to see if there is someone in the County that the Board can put forth for that award.

Commissioner Phelps also handed out information on the bills that Senator Smith-Ingram is supporting.



North Carolina General Assembly  
Senate

SENATOR ERICA SMITH-INGRAM  
1000 WEST GATEWAY DRIVE  
COLUMBIANA, NC 27832  
704.886.4444  
www.ncleg.gov



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### Legislative Goals Response to SD3 Commissioners

*Senator Erica Smith-Ingram's*  
North Carolina Association of County Commissioners' Legislative Goals

April 2017

#### EDUCATION

1. PE-1: Seek legislation to establish a new state-county partnership to address statewide public school capital challenges—including but not limited to maintenance, renovation, construction and debt—through a dedicated, stable funding stream that is consistent from county to county and sufficient to meet the school facility needs of all 100 counties.

S149 Modify School Performance Grades

S226 School Calendar Flex./Certain School Systems

S233 Permit Align School/Comm. College Calendar

S466 CIHS Funds

S483 NC Comprehensive School Accountability

S542 Public School Building Bond Act of 2017

S599 Excellent Educators for Every Classroom

S623 School Bus Flexibility

S662 Charter School Transportation Grant

S447 Turning TAs Into Teachers

2. **JPS-1:** Support legislation and funding to raise the Age of Juvenile Jurisdiction from 16 to 18 with the exception of felony crimes.

**S173 Housing Juveniles Under 18 in County Facility**

**S549 Juvenile Reinvestment Act**

**S550 Modernization of Drug Court Program**

**Health and Human Services**

**HHS-1:** Support increased state funding for behavioral health services and facilities at the state and local level, including dedicated resources for community para-medicine projects. Support Medicaid reimbursement to EMS for behavioral health transport to crisis centers and structure appropriate county participation in behavioral health program governance. **S177 Modernize Physical Therapy Practices**

**S311 DHHS Study/Maternal and Neonatal Care**

**S322 (H441) Caregiver Advise, Record & Enable (CARE) Act**

**S424 (H536) Increase Funding for Behavioral Health Services**

**HHS-3:** Support increased funding and legislation to strengthen adult protective services.

**S594 (H608) Family/Child Protection & Accountability Act**

**Economic Development & Job Growth**

**S143 CDBG: Modify Uses to Include Scattered Sites**

**S154 Charitable Fund-Raising for Non-profit Organizations**

**S155 (H460) Economic & Job Growth for NC Distilleries**

**S170, S171, S172 Remove Limits on Light Rail Funding**

**S174 (H238) Economic Security Act of 2017**

**Priority 4 – State Funding for Transportation, Construction, Maintenance**

**S540 (H606) Study 54 Bypass and Bridge Constructions/Repair (Bertie, Edgecombe, Tyrrell)**

**Rural Airport and 0 match projects – Tri-County, Plymouth, Edenton-Chowan**

**S618 EDGE Committee Report and S591 Site and Building development Fund**

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## Wind Energy Bills

### **S366. Responsible Wind Energy Implementation**

An act to minimize interference with military operations, environmental degradation, reduction of property rights, and harms to public health, safety, and welfare resulting from the siting and operation of industrial wind energy facilities.

### **S331. Military Operations Protection Act of 2017**

An act to impose a temporary moratorium on the consideration of permit applications and issuance of permits for the construction of new onshore and offshore wind energy facilities and direct a study of geospatial, temporal, and other data to understand the extent and scope of military operations in this state with respect to energy infrastructure.

### **H574. Wind Energy/Consistent with the Military – Grange, Szoka and Watford**

An act to better ensure compatibility of wind energy facilities with military operations and readiness. Requires comprehensive alignment with federal and state permitting processes – Federal Aviation Administration, Department of Defense Siting Clearinghouse and NC Department of Military and Veterans Affairs.

Sen. Smith-Ingram,

I'm responding to your questions about the 2015 change in local sales tax revenue distribution. You asked for the distribution percentages for certain counties under the changed statute. The percentages for your counties are below, along with the estimated annual distribution from the set-aside.

Bertie	0.94%	797,000
Chowan	0.26%	220,000
Edgecombe	1.86%	1,577,000
Hertford	0.47%	399,000
Martin	0.31%	263,000
Northampton	0.94%	797,000
Tyrrell	0.15%	127,000
Washington	0.33%	280,000

For background, the two primary changes that the General Assembly enacted in 2015 (as modified in the 2016 session) regarding local sales tax were:

- 1) Expanding the base to tax more items (which increases the Statewide total amount of local sales tax dollars), and
- 2) Directing the Department of Revenue to take \$84.8 million proportionately from all jurisdictions and to redistribute it to some jurisdictions.

The percentages shown above apply to the second item on this list. 79 of the 100 counties will receive some portion of the \$84.8 million set aside; this is why in the table above, I showed not only the percentage that you asked for but also the approximate distribution under this set aside. While some of these are large amounts of dollars, keep in mind that they are relatively small when compared to the overall amount of local sales tax revenue statewide, which is around \$2.8 billion.

Sincerely,  
Denise Canada

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Ms. Bennett reminded the Board of the following upcoming meetings:

- 59<sup>th</sup> Annual Livestock Show & Sale on Wednesday, May 3, 2017
- NCACC “NC Stepping Up Summit”, McKimmon Center, Raleigh—May 9, 2017 (Commissioner Riddick is attending.)
- NCACC County Assembly Day, Raleigh—May 10, 2017 (Interim CM Potter, Commissioners Sexton, Phelps, Riddick & Walker are registered to attend)

Mr. Potter said in March the Board approved a resolution regarding surplus giving the County Manager and Finance Officer the authority to surplus items. Old furniture from the Senior Center and an old printer from Coop Extension will be put on govdeals.com.

EMPLOYEE BENEFITS: Mr. Potter told the Board he would recommend the County to switch from Guardian to UNUM for dental/vision and life insurance. The benefits will stay the same except the ability to roll over some of the money for dental work from one year to another. The County could save \$15,000/yr.

**Commissioner Sexton authorized the Interim County Manager to modify the County’s current dental/vision and life insurance benefits from Guardian to UNUM. Commissioner Riddick seconded.** Commissioner Phelps asked if the County has to put out an RFP for this. Ms. Dixon said we did not. Ms. Dixon noted that when Ms. Fetima Moore, HR Specialist was talking with the UNUM representative she found out that the County could save money and was not required to put out an RFP. It is a win/win for the employer and employees. **Motion passed unanimously.**

**Commissioner Sexton made a motion to go into Closed Session pursuant to NCGS §143-318.11 (a)(6) (personnel) and §143-318.11 (a)(3) (attorney-client privilege). Commissioner Riddick seconded, motion carried unanimously.**

At 9:05 PM, back in Open Session, with no further business to discuss, **Commissioner Sexton made a motion to recess the meeting to May 17, at 5:00 PM at the Trillium Playground (A. Lloyd Owens, Sr. Memorial Park) on Washington Street for it’s Ribbon Cutting, then to the Commissioners’ Room for a recessed meeting. Commissioner Phelps seconded, motion carried unanimously.**

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Julius Walker, Jr.  
Chair

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