

May 20, 2019

The Washington County Board of Commissioners met in a recessed meeting on Monday, May 20, 2019 at 6:00 PM in Commissioners' Room, 116 Adams Street, Plymouth. Commissioners Johnson, Phelps, Riddick, Sexton and Walker were present. Also present were County Manager/County Attorney Curtis Potter, Clerk to the Board Julie J. Bennett and Finance Officer Missy Dixon.

Chair Johnson called the meeting to order.

ADDITIONS/DELETIONS: None.

CONSENT AGENDA:

- a) Surplus Property Declaration
- b) DHHS Washington County FY 2019-2020 MOU
- c) Resolution for Strengthening Critical Drainage and Water Quality Infrastructure
- d) JCPC Certification

Commissioner DCP made a motion to approve the Consent Agenda. Commissioner JR seconded, motion passed unanimously.

EMPLOYEE OF THE QUARTER: Chair Johnson presented Mr. Woodrow Sanders, Maintenance II Worker, with a certificate for Employee of the Quarter. His picture will be placed in the County Administration Building and he also received a \$50 check.

PUBLIC HEARING ON THE PROPOSED WASHINGTON COUNTY 2019-2020 BUDGET:

Commissioner Sexton made a motion open the public hearing. Commissioner Walker seconded, motion carried unanimously.

Ms. Patti Briley, 120 Hillard Drive, Plymouth said we are the 10th poorest county in NC. The Board of Education's 80% salary increase listed in the Beacon is not warranted for this area. Our students are not learning. There are no vocational trades being taught in schools. We need to get more businesses in this area even though this area is not open to having new businesses come in. Someone needs to reach out to business and give them incentives to come to this area.

Commissioner Phelps asked the Clerk to make sure to keep Ms. Briley's name for any Board/Committee vacancies.

With no one else in the public wishing to speak about the budget, Commissioner Riddick made a motion to close the public hearing. Commissioner Walker seconded, motion carried unanimously.

WASHINGTON COUNTY RECOMMENDED BUDGET FOR FY 2019-2020

DISCUSSION:

Mr. Potter spoke to the Board and said he has some additional information for your budget book (in the back of section 10 for the State Board of Elections). Please turn to section 24 (Social Services) remove current budget request section and replace with the handout. This has been revised due to the cost allocation plan being completed last week. Section 44 (personnel) is the emergency side of EMS that was not in your original binder--please add this to your binder. Please add the Section 45 summary of the modifications that have just been handed out.

Mr. Potter noted that there were attendees from the School Board here tonight if the Commissioners would like to ask them any questions.

Chair Johnson had a question regarding mandatory services (tab 2), specifically mental health services. Mr. Potter said the County has a MOU with Trillium for providing this service for the County. They have to provide what the State says they have to provide. They have gone to the LME model and are now including many counties. Trillium covers 20 counties.

Commissioner Phelps asked if there is a match in the budget to apply for a PARTF grant. Mr. Potter said no there is not. Commissioner Phelps said he would like to see some money set aside for it. Mr. Potter said land can be set aside for using as a match in the future, but it has to be separated from the County and put in a non-profit for 5 years. Commissioner Phelps feels that the County needs to start planning for this. Mr. Potter said the biggest issue is where the property would be because you have to put the location on the PARTF grant application. There is more flexibility with a cash match. The County could also sell some of the recreational properties the County owns and put aside those proceeds for the PARTF grant. Mr. Potter said the Board can direct that a certain amount be put in the budget for this year. Commissioner Phelps said he originally asked that \$5,000-\$10,000 should be set aside.

Commissioner Phelps made a motion to put \$10,000 aside for the PARTF grant. Commissioner Riddick seconded. Commissioners Phelps, Riddick, Walker and Johnson voted aye. Commissioner Sexton voted nay. Motion passed.

Commissioner Phelps asked Mr. Potter if he is going to use the NCACC Fellow to do grant writing and economic development. Mr. Potter said yes to an extent. Mr. Potter said that in the future he will be coming to the Board for funds to be used to do some maintenance on the Commerce Building.

Chair Johnson said she saw an appropriation to NC East Alliance in the budget. Chair Johnson asked if their request is new. Mr. Potter said yes and they are asking a per capita amount for the counties that they represent.

Commissioner Sexton asked is there an amount set aside for doing economic development. Mr. Potter said no there is not. Commissioner Phelps said there is a healthy amount in our fund balance. We should use some of that to further economic development. Mr. Potter said he would caution taking too much from the fund balance especially since we will be going into a revaluation next year.

Mr. Potter said there is not a cohesive picture of what economic development means for this county. We have a rough outline with clusters from where the Board tried to develop a strategic plan, but a clear picture was never developed.

Discussion ensued. Chair Johnson said there was a strategic plan that Mr. David Peoples (former County Manager) created and some of it has been achieved. Commissioner Phelps said he reviewed that plan, but feels it should be a living, revolving document, not just put on a shelf. He would like to have a strategic plan that follows the budget. He feels that economic development should be at the top of the list. Commissioner Walker said the County should have a 3-5 year strategic plan that gets reviewed every quarter.

Commissioner Phelps mentioned about having the EMS base in Creswell moved. Mr. Potter said he would defer to the EMS Director (who is away at a conference) and he would not speak for her, but feels she did not want to tackle that in this year's budget.

Chair Johnson asked what other counties are allocating to MTW. Mr. Potter said as of last week Martin or Tyrrell had not decided. He felt that Tyrrell County was not going to fund the full amount. Chair Johnson said since Mr. Gray has been receiving grants for MTW if the County could do the same allocation from last year plus the \$5,000 grant for drug recovery (\$199K – \$218K) do the \$199K plus the \$5K—which would be a \$13K savings. Chair Johnson said we usually wait to see what the other counties are allocating to MTW. Mr. Potter said he will check with the other county managers. Ms. Andrea Freeman, Finance Officer for MTW was in the meeting and said that Martin is not giving them an increase. Commissioner Phelps asked Ms. Freeman why MTW is requesting an increase. The info was in the fund request letter. Ms. Freeman said they just purchased the building on their lot to put in services and just received their dental van. Commissioner Phelps asked if there is a breakdown of these expenses. Ms. Freeman said not at this time. MTW got the dental van from Craven County but MTW has to outfit it. MTW also need funds for their computer security. Commissioner Phelps asked what the impact would be if none of the counties gave them their requested increase. Their fund balance is \$1.8M. Ms. Freeman said MTW did receive two Medicaid cost settlements. The consensus of the Board was to fund MTW at the same rate as last year (\$199,000) and add the \$5,000 for the drug recovery program.

Commissioner Phelps asked to hear from the Washington County Schools (WCS) Supt. Ms. Mann. Ms. Mann said they asked for \$1.9M instead of \$1.8M. Costs have been accrued from the consolidation and health insurance costs. Ms. Mann said the Board of Education has asked to remove their request for a stipend increase, but did want to keep the request for increase for the stipends for teachers and also to have a stipend for teacher assistants. WCS has some new transportation costs for going to BCCC. Ms. Mann said there is \$360,000 in WCS's fund balance. Their extra money is used for facilities. Commissioner Phelps asked about the dual language program. Ms. Mann said it will start with kindergarten classes (24 kids have already signed up) at Creswell Elementary School. She has a teacher lined up and has a waiting list for the program. Commissioner Sexton asked how it benefits the county. Ms. Mann said it shows people who are looking to move into the county that we do have this program.

Commissioner Riddick asked about vocational classes. Ms. Mann said that they are partnering with BCCC for a small engine building course and are working on other similar classes.

Commissioner Sexton said he knows we consolidated the schools this year and feels that the costs for the schools should be reduced. Commissioner Sexton said he knows that last year WCS requested \$120,000 for transportation and they are now requesting it again. Ms. Mann said the State only picks up the transportation fees for one year. Commissioner Sexton wanted to know if the BCCC WCC facility could be used for more programs rather than bussing the students to BCCC in Washington. Ms. Mann said some of the classes require lab work and the BCCC WCC facility does not have labs. Commissioner Sexton would like the actual amount that it costs to bus the kids to Washington. Ms. Mann said that she has a meeting every couple of months with the County Manager to be transparent with what the school's needs are. Ms. Mann said there are 5 schools with 5 principals and 5 assistant principals. Commissioner Sexton asked why WCS needs 5 assistant principals. Ms. Mann said they are transitioning some of them to the curriculum side as assistants. Commissioner Sexton asked about the charter school's request for use of a building in Creswell. Ms. Mann said WCS did modify the deed for the charter school to be able to use the old Creswell School.

Commissioner Walker asked about the 27 kids being bussed to BCCC. Ms. Mann said they are in Early College.

Commissioner Riddick asked Ms. Mann if she is seeing that consolidating schools has been a good thing. Ms. Mann said yes, the students are happy and making great memories. Ms. Mann also also said that fuel prices have increased. Chair Johnson asked if there are hotspots on the buses. Ms. Mann said not yet but they are looking at a grant to do so.

Mr. Potter said that the relationship between the CMO and WCS is healthier than it ever has been. Communication lines are remaining open.

Mr. Potter said he is on a committee that looks at economic development in this area.

Ms. Mann said WCS is looking at going to a 4-day core day (math, science, etc.) and then 1 day for other activities such as athletics, gymnastics, etc.

Commissioner Riddick made a motion to fund the school at \$1,813,498 which includes transportation costs and the dual language class.

Ms. Mann said the School Board wants to remove \$31,200 and \$24,000=\$55,200 from their total request.

Discussion ensued.

Commissioner Phelps seconded. The motion passed with 4 ayes. Commissioner Sexton voted nay.

It was the consensus of the Board to keep WCS capital outlay funded at the same amount as last year.

Chair Johnson questioned the 911 equipment—tab 41. Mr. Potter said it is a placeholder at this point. The County will need to replace some equipment in the primary 911 center.

Chair Johnson questioned tab 42. Mr. Potter said he has put an additional \$5,000 in the revaluation fund. Revaluation will start the end of this year through 2021.

Chair Johnson questioned tab 43—vehicle inventory and mileage reports. Some of these have very high mileage. She doesn't see an estimated replacement date for any of them. Chair Johnson suggested an estimated replacement schedule. Commissioner Johnson said maybe that is something the Assistant Manager can work on.

Commissioner Sexton asked about Tyrrell County purchasing an ambulance. Mr. Potter said that the EMS Director worked with them on acquiring a better used ambulance to replace an older, high mileage vehicle.

Commissioner Sexton asked if EMS is using the hospital now. Mr. Potter said the diversion was lifted when the hospital reopened. Commissioner Sexton asked if things were going better now. Mr. Potter said he will be having a meeting tomorrow with the new hospital administration. The Trustee fired iHealthcare last week and has a new management team on board.

Mr. Potter said he will make revisions based on discussions tonight and bring them to the Board on June 3. Mr. Potter can have the Budget Ordinance ready if the Board desires to approve the budget at that meeting.

BUDGET TRANSFER AND AMENDMENTS: Ms. Dixon went over the budget transfer and amendments below.

Washington County
BUDGET TRANSFER

To: Board of Commissioners

BT #: 2019 - 096

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

Date: May 6, 2019

RE: Tax/Facility Services/Inspections/SS Admin/SS Economic Support

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

Account Code	Description	Old	+ or (-)	New
10-4140-500	Tax Admin - Contracted Services	13,075.00	(600.00)	12,475.00
10-4140-260	Tax Admin - Office & Departmental Supplies	4,600.00	600.00	5,200.00
Tax Admin				
10-4265-250	Facility Services - Supplies-Vehicle	4,000.00	(350.00)	3,650.00
10-4265-355	Facility Services - Maintenance & Repair-Vehicle	2,000.00	(1,400.00)	600.00
10-4265-215	Facility Services - Maintenance & Repair-Building	54,800.00	1,750.00	56,550.00
Facility Services				
10-4350-353	Inspections - Maintenance & Repair-Vehicle	850.00	(200.00)	650.00
10-4350-439	Inspections - Lease-Equipment	2,300.00	200.00	2,500.00
10-4350-311	Inspections - Travel	1,000.00	(200.00)	800.00
10-4350-370	Inspections - Advertising	500.00	200.00	700.00
Inspections				
10-5380-408	SS Economic Support - Medicaid Paybacks	10,000.00	(3,000.00)	7,000.00
10-5310-257	SS Admin - County General Assistance	19,000.00	3,000.00	22,000.00
SS Admin/SS Economic Support				
Balanced:		112,125.00	-	112,125.00

Justification:

To transfer monies within Tax to cover costs of needed supplies to carry the department through year end. To transfer monies within Facility Services to cover the costs of some final building maintenance items prior to year end. To transfer monies within Inspections to cover the higher than expected costs of the Toshiba Copier and the costs to advertise any public notices prior to year end. To transfer monies within DSS to the general assistance line from Medicaid paybacks (both lines are all county dollar). General Assistance is used to assist citizens of the county with crisis needs when they qualify under no other program. It is also used for wards and psychological evaluations and other court ordered tests.

Approval Date: 5/6/19

Budget Officer's Initials: MS

Initials: MS

Batch #: 2019-096

Date: 5/6/19

Washington County
BUDGET TRANSFER

To: Board of Commissioners

BT #: 2019 - 097

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

Date: May 9, 2019

RE: Tax/SS Transportation/Recreation

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

Account Code	Description	Old	+ or (-)	New
10-4140-341	Tax - Advertising	3,625.00	(150.00)	3,475.00
10-4140-390	Tax - Dues & Subscriptions	4,050.00	150.00	4,200.00
Tax				
10-5400-201	SS Transportation-DOT Grant-Printer (85% Reimbursable)	500.00	(22.00)	478.00
10-5400-600	SS Transportation-Work First DOT	5,713.00	(2,500.00)	3,213.00
10-5400-200	SS Transportation-DOT Grant-Office Supplies (85% Reimb)	2,300.00	1,022.00	3,322.00
10-5400-260	SS Transportation-Transit Advertising	4,085.00	1,000.00	5,085.00
10-5400-315	SS Transportation-DOT Grant-Travel/Training ((85% Reimb)	7,500.00	500.00	8,000.00
SS Transportation				
10-6120-250	Recreation-Supplies-Vehicles	2,850.00	(200.00)	2,650.00
10-6120-355	Recreation-Maintenance & Repair-Vehicle	4,150.00	200.00	4,350.00
Balanced:		34,773.00	-	34,773.00

Justification:

To transfer monies within the Tax Department to cover the costs of extended searches to locate delinquent tax payers. To transfer monies with SS Transportation - DOT allows grant monies to be reappropriated based on spending of the transit system once per year. Funds for this year have been moved in the grant for certain items needed for the program - all line items are 85% reimbursable so there is no change in revenues. To transfer monies within Recreation to cover additional costs associated with Vehicle Repair and Maintenance.

Approval Date: 5/10/19

Budget Officer's Initials: CP

Initials: MD

Batch #: 2019-097

Date: 5/10/19

Washington County
BUDGET TRANSFER

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

BT #: 2019 - 098

From: Lynn Swett, Admin Officer II/Assistant Director

Date: May 10, 2019

RE: SS Economic Support/SS Administration

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

Account Code	Description	Old	+ or (-)	New
10-5380-377	SS Economic Support-State Foster Home Care	48,000.00	(6,500.00)	41,500.00
10-5380-382	SS Economic Support-Adoption Assistance	250.00	(250.00)	-
10-5310-310	SS Admin-Travel	15,100.00	1,000.00	16,100.00
10-5310-315	SS Admin-Training	12,000.00	500.00	12,500.00
10-5310-260	SS Admin-Departmental Supplies	28,500.00	3,000.00	31,500.00
10-5310-340	SS Admin-Postage	8,000.00	2,000.00	10,000.00
10-5310-610	SS Admin-Vendor Fees	3,250.00	250.00	3,500.00
SS Economic Support/SS Admin				
		Balanced:	115,100.00	-
				115,100.00

Justification:

To transfer monies within DSS from various lines to cover several lines that may go in the negative as a result of financial needs of the agency before the end of the fiscal year. These lines were all used to draw funds during the Labor Day Cyber attack on DSS, in which substantial changes and repairs were made to agency servers and to the software within the agency to protect from future cyber attacks. Many of these changes were at the recommendation of NCDIT. The expenditure lines are being increased with corresponding changes to other expenditure lines that will create no impact on the expected revenue.

Approval Date: 5/10/19

Budget Officer's Initials: MS

Initials: MS

Batch #: 2019-098

Date: 5/10/19

Washington County
BUDGET TRANSFER

To: Board of Commissioners

BT #: 2019 - 099

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

Date: May 10, 2019

RE: EMS/Transport

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

Account Code	Description	Old	+ or (-)	New
37-4330-999	EMS-Contingency	146,702.00	(15,800.00)	130,902.00
37-4330-260	EMS-Departmental Supplies	8,869.00	100.00	8,969.00
37-4330-610	EMS-Contracts-Billing	36,000.00	12,500.00	48,500.00
37-4376-610	Transport-Contracts-Billing	10,000.00	3,200.00	13,200.00
EMS/Transport				
Balanced:		201,571.00	-	201,571.00

Justification:

To transfer monies within EMS/Transport to cover the additional costs needed to pay the Contracted Billing Company - as calls and collections increase, so do the charges. This transfer will also cover the costs of a monthly subscription to the old EMS/MC Charting System that will allow us access to old records so that we can provide detailed billing statements to collection agencies, patients, and others as needed.

Approval Date: 5/10/19

Budget Officer's Initials: MD

Initials: MD

Batch #: 2019-099

Date: 5/10/19

Washington County
BUDGET TRANSFER

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

BT #: 2019 - 100

From: Lynn Swett, Admin Officer II/Assistant Director

Date: May 13, 2019

RE: SS Economic Support/SS Administration

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

Account Code	Description	Old	+ or (-)	New
10-5380-100	SS Economic Support-Daycare Fraud Repayments	5,000.00	(3,500.00)	1,500.00
10-5310-257	SS Admin-County General Assistance	22,000.00	3,500.00	25,500.00
SS Economic Support/SS Admin				
Balanced:		27,000.00	-	27,000.00

Justification:

The DSS General Assistance line is all county dollars used to assist the citizens of this county with crisis needs when no other program qualifies them for service. Psychological evaluations and other court ordered tests are also paid out of this line for Child Protective Services and Adult Protective Services cases. DSS is asking to move funds from another all county dollar line to this line to accommodate the psychological evaluation and testimonial services for upcoming hearings involving CPS matters. This move is not budget impactful and does not affect revenues.

Approval Date: 5/13/19

Budget Officer's Initials: MSD

Initials: MSD

Batch #: 2019-100

Date: 5/13/19

Washington County
BUDGET AMENDMENT

To: Board of Commissioners

BA #: 2019 - 101

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

Date: May 20, 2019

RE: SS Transportation

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

Account Code	Description	Old	+ or (-)	New
10-3490-000	DSS-Administration Reimbursement	(1,971,307.00)	(7,500.00)	(1,978,807.00)
10-5400-372	SS Transportation-Volunteer Transportation-Medicaid	19,000.00	7,500.00	26,500.00
SS Transportation				
Balanced:		(1,952,307.00)	-	(1,952,307.00)

Justification:

*To budget additional monies in SS Medicaid Transportation. DSS is expecting to spend additional monies prior to fiscal year end.
These lines are reimbursed at 100% as reflected above in the additional revenue.*

Approval Date: _____

Bd. Clerk's Init: _____

Initials:	_____
Batch #:	_____
Date:	_____

Washington County
BUDGET AMENDMENT

To: Board of Commissioners

BA #: 2019 - 102

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

Date: May 20, 2019

RE: EMS

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

Account Code	Description	Old	+ or (-)	New
37-3800-000	EMS-Tyrrell County EMS Ambulance Purchase	-	(34,880.00)	(34,880.00)
37-4330-540	EMS-Capital Outlay-Vehicles	268,624.00	34,880.00	303,504.00
EMS				
Balanced:		268,624.00	-	268,624.00

Justification:

To budget additional monies in EMS Capital Outlay-Vehicles for the purchase of a newer used ambulance due to the aging fleet of the Tyrrell County Ambulances currently in use. Tyrrell County is paying 100% of the cost of this ambulance as reflected in the revenue line above. This was approved by their board at the May 7th meeting.

Approval Date: _____

Bd. Clerk's Init: _____

Initials:	
Batch #:	
Date:	

Washington County
BUDGET AMENDMENT

To: Board of Commissioners

BA #: 2019 - 103

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

Date: May 20, 2019

RE: General Fund/Commerce Center

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

Account Code	Description	Old	+ or (-)	New
10-3290-000	GF-Interest Earned on Investments	(65,000.00)	(32.00)	(65,032.00)
10-9800-057	Transfer to Commerce Center from GF	-	32.00	32.00
57-3980-010	Transfer from General Fund to Commerce Center	-	(32.00)	(32.00)
57-4000-000	Project Administration-Commerce Center IDF	54,022.41	32.00	54,054.41
General Fund/Commerce Center				
		Balanced:	(10,977.59)	(10,977.59)

Justification:

To transfer \$32 from the General Fund to the Commerce Center IDF Fund to close out the Water/Sewer Project.

Approval Date: _____

Bd. Clerk's Init: _____

Initials:	
Batch #:	
Date:	

Washington County
BUDGET AMENDMENT

To: Board of Commissioners

BA #: 2019 - 104

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

Date: May 20, 2019

RE: General Fund/Finance/Professional Services

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

Account Code	Description	Old	+ or (-)	New
10-3290-000	GF-Interest Earned on Investments	(65,032.00)	(13,800.00)	(78,832.00)
10-4130-150	Finance Office-Bank Fees	18,000.00	5,000.00	23,000.00
10-4155-215	Professional Services-Hospital	22,000.00	8,800.00	30,800.00
General Fund/Finance/Professional Services				
Balanced:		(25,032.00)	-	(25,032.00)

Justification:

To budget additional revenues earned as Interest on Investments and allocate those revenues to the Finance Bank Fees line and to Professional Services-Hospital line. Bank fees were underbudgeted for the fiscal year and there is a need to increase professional services as there are 11 participants who have reached vesting age and need estimates done to begin drawing.

Approval Date: _____

Bd. Clerk's Init: _____

Initials:	
Batch #:	
Date:	

Washington County
BUDGET AMENDMENT

To: Board of Commissioners

BA #: 2019 - 105

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

Date: May 20, 2019

RE: EMS

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

Account Code	Description	Old	+ or (-)	New
37-3833-840	EMS Donations	-	(250.00)	(250.00)
37-4330-650	EMS Donations	46.00	250.00	296.00
EMS				
		Balanced:	46.00	46.00

Justification:

To budget additional revenues received as a donation to the EMS System.

Approval Date: _____

Bd. Clerk's Init: _____

Initials:	
Batch #:	
Date:	

Washington County
BUDGET AMENDMENT

To: Board of Commissioners

BA #: 2019 - 106

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

Date: May 20, 2019

RE: SS Admin/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	(1,978,807.00)	(4,500.00)	(1,983,307.00)
10-5380-379	SS Economic Support-Special Assistance	146,000.00	(2,000.00)	144,000.00
10-5380-408	SS Economic Support-Medicaid Paybacks	7,000.00	(2,500.00)	4,500.00
10-5310-030	SS Admin-Legal IVD	15,000.00	4,000.00	19,000.00
10-5310-180	SS Admin-Legal-Protective Services	20,000.00	5,000.00	25,000.00
SS Admin/SS Economic Support				
Balanced:		(1,790,807.00)	-	(1,790,807.00)

Justification:

This amendment is to increase both lines involving legal services for the agency in regards to Child Support Services and Child Protective Services. The court dates for the 2019 year provided for more frequent Child Support Days in Tyrrell County which were not anticipated, as well as increased time in court. As a result, to increase the amount of the attorney contract, this line must be increased as well. In regards to the Children Services Contract for legal services, we are in the midst of a complicated legal matter regarding the safety of two children in which extensive research and time is being spent to prepare for court and an increase in the legal contract is necessary. With this transfer, revenues will be increased because the lines that the monies are being moved from are non-reimbursable and they are being put into lines that are 50% reimbursable.

Approval Date: _____

Bd. Clerk's Init: _____

Initials:

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Batch #:

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Date:

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Washington County
BUDGET AMENDMENT

To: Board of Commissioners

BA #: 2019 - 107

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

Date: May 20, 2019

RE: SS Admin

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

Account Code	Description	Old	+ or (-)	New
10-5310-011	SS Admin-Salaries & Wages-Regular	1,867,333.00	(500.00)	1,866,833.00
10-5310-014	SS Admin-Salaries & Wages-Overtime	-	500.00	500.00
SS Admin				
Balanced:		1,867,333.00	-	1,867,333.00

Justification:

This budget amendment is to move monies from the regular salary line to the overtime line as a result of a comp time payout for a Social Worker who has accumulated more than 240 hours of comp time, which by law has to be paid out. This Social Worker has been monitored regarding comp time, but due to an intensive investigation in a child sexual abuse matter, comprehensive time has been necessary. This matter will go to trial by the end of June and the comp situation should subside at that time.

Approval Date: _____

Bd. Clerk's Init: _____

Initials:

Batch #:

Date:

Washington County
BUDGET TRANSFER

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

BT #: 2019 - 108

From: Lynn Swett, Admin Officer II/Assistant Director

Date: May 15, 2019

RE: SS Admin/SS Transportation

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

Account Code	Description	Old	+ or (-)	New
10-5310-350	SS Admin-Maintenance & Repair-Building	39,500.00	(1,500.00)	38,000.00
10-5400-250	SS Transportation-Maintenance & Repair-Vehicle	40,000.00	1,500.00	41,500.00
SS Admin/SS Transportation				
Balanced:		79,500.00	-	79,500.00

Justification:

This transfer is to move monies to transit for vehicle repairs and maintenance in anticipation of fuel and repair costs through the end of the fiscal year. DSS is also reducing a contract that will free up encumbered funds in this line. This transfer will not effect revenues as this is a transfer between two lines that are reimbursed at the same rate.

Approval Date: 5/15/19

Budget Officer's Initials: MSD

Initials:	
Batch #:	
Date:	

Washington County
BUDGET TRANSFER

To: Board of Commissioners

BT #: 2019 - 109

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

Date: May 15, 2019

RE: Recreation/Water Operations/Water Treatment

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

Account Code	Description	Old	+ or (-)	New
10-6120-310	Recreation-Travel	4,000.00	(100.00)	3,900.00
10-6120-315	Recreation-Training	500.00	(500.00)	-
10-6120-250	Recreation-Supplies-Vehicles	2,650.00	600.00	3,250.00
Recreation				
35-7135-250	Water Treatment-Fuel	6,000.00	(600.00)	5,400.00
35-7130-250	Water Operations-Vehicle Supplies	12,000.00	600.00	12,600.00
Water Operations/Water Treatment				
		Balanced:		
		25,150.00	-	25,150.00

Justification:

To transfer monies within Recreation and Water to cover the anticipated costs of fuel through to the end of the fiscal year.

Approval Date: 5/15/19

Budget Officer's Initials: ESP

Initials:

Batch #:

Date:

Commissioner Sexton made a motion to approve all of the Budget Amendments and Budget Transfers as presented above. Commissioner Riddick seconded, motion passed unanimously.

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

Chair Johnson stated she went to a NACo meeting in Spokane, WA last week and will have some more information to report on at a later date. She is hoping to find a federal way to help with the County's lack of broadband issue.

Commissioner Phelps said his upcoming scholarship event is July 19 at 6:30 pm at the Plymouth Church of Christ Family Learning Center.

Ms. Bennett stated that she has been working with the videographer through CGI Communications on the economic development video of the County. All of the shots have been taken. Now she is labeling them and sending them into CGI.

At 7:55 PM, with no further business to discuss, **Commissioner Riddick made a motion to adjourn. Commissioner Sexton seconded, motion carried unanimously.**

Tracey A. Johnson
Chair

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