

June 14, 2021

The Washington County Board of Commissioners met in a recessed meeting on Monday, June 14, 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.

ADDITIONS/DELETIONS: Ms. Bennett asked to add Item 1A: Approval of Fireworks at Albemarle Beach and Introduction of the New EMS Deputy Director, Ms. Annette Ward.

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

Items listed under the Consent Agenda 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) Resolution: NC Opioid Allocation Memorandum of Agreement (MOA)
- b) Second Judicial District Drug Recovery Coordinator

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

APPROVAL OF FIREWORKS AT ALBEMARLE BEACH ON JULY 3:

Commissioner Phelps picked up on the fact that the insurance, provided by the person who wants this approval, has expired. Mr. Pittman said Mr. Godwin said he is aware of that and has sent in the appropriate paperwork and his insurance will be reinstated before the event and he will get his paperwork to Mr. Pittman before the event.

Commissioner Keyes made a motion to approve the request for having fireworks at Albemarle Beach on July 3. Commissioner Phelps seconded. Chair Sexton proceeded with the roll call: Commissioner Johnson, yea; Commissioner Phelps, yea; Commissioner Walker, yea; Commissioner Keyes; and Commissioner Sexton, yea. Motion carried unanimously.

INTRODUCTION OF NEW EMS DEPUTY DIRECTOR: EMS Director, Ms. Jennifer O’Neal introduced Ms. Annette Ward as the new EMS Deputy Director and said she has hit the ground running. Ms. O’Neal said that Ms. Ward came to Washington County from Chowan County. She used to work for Washington County EMS part time. Ms. Ward was a supervisor/head of training/and the Medical Examiner in Chowan County. She said she is so glad to be back in Washington County. Chair

Sexton said thanks to Ms. Ward for coming on board with Washington County EMS and looks forward to working with her. Commissioner Johnson also welcomed her.

ADOPTION OF THE WASHINGTON COUNTY FY22 BUDGET ORDINANCE: Mr. Curtis Potter, CM/CA distributed a FY22 Budget Ordinance Memo for the Board to review. It is a summarization of the complete ordinance.

**COUNTY OF WASHINGTON
BOARD OF COMMISSIONERS**

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



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CLERK TO THE BOARD
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FY22 BUDGET ORDINANCE MEMO

TO: Washington County Board of Commissioners
FROM: Curtis S. Potter, Budget Officer
RE: Budget Officer's Recommended Budget for July 1st, 2021 to June 30, 2022 (FY22)
DATE: June 14, 2021

Attached for your consideration and approval is the proposed FY22 Budget Ordinance based on the original Budget Officer's Recommended Budget as presented to the Board on May 17th, 2021 with additional modifications made by the Board during the budget review and workshop sessions.

In most cases any specific modifications approved by the Board are highlighted in yellow within the usually green "Approved" column shown within the attached budget worksheets which are provided for informational purposes in support of the summary information set forth in the Budget Ordinance itself.

- For FY22 most of the adjustments in the general fund consisted of the additional Capital Improvement Project (CIP) items shown in the "FY22 Board Approv" column of the revised CIP attached to the very back of this packet. The approved items total \$643,500 and have been placed within individual departmental budgets in the general fund as shown within the attached sheets. The larger items include:

10-4110-392	TAX	Software	\$80,000
10-4220-550	IT	Server Hardware	\$30,000
10-4260	ROD	Server Hardware	\$25,000
10-8300-NL	CENT SERV	Annual Copier Replacement Costs	\$35,000
10-4260-NL	BUILDINGS	Courthouse Roof Repairs	\$140,000
10-4260-NL	BUILDINGS	Roof Repair Reserve	\$40,000
10-4260-NL	BUILDINGS	HVAC Repair Reserve	\$20,000
10-4265-540	FACILITIES	Strader Office Relocation Proj.	\$17,000

10-4310-540	SHERIFF	Replacement Vehicles (3 + 1)	\$130,000
10-5400-540	DSS	Replacement Vehicle Riverlight	\$96,500
10-9800-058	TRANS to FUND58	PARTF Match	\$30,000

2. Adjustments were also made to remove a duplicated allocation of the 10,000 per year PARTF Grant Match set aside which was erroneously included in several places as \$40,000 instead of the correct \$30,000 and which for FY22 is being transferred out of the GF and into Fund 58 to prevent the need to continue reallocating the full previously allocated balance as it grows each fiscal year. The resulted in the following:

- a. -\$30,000 10-6120-660 REC PARTF
- b. +\$30,000 10-9800-058 TRANS F58 PARTF
- c. 30,000 58-3980-010 PROJ/GR PARTF (Correction from 40k)
- d. 30,000 58-NEW PROJ/GR PARTF (Correction from 40k)

3. An additional \$2,500 was added to 10-6120-310 for Recreation Travel to reflect the delay of the State Games typically held this FY until early next FY.

4. Inclusion of additional funding to convert the 2FT contracted courthouse security positions to 2FT Sheriff's Deputies. For the time being the original \$62,000 allocated in 10-4260-440 is left in place and equivalent to the funds needed for one equipped FT Deputy. An additional \$60,000 has been added to the Sheriff's main salary line at 10-4310-010 and the allocation for 3 patrol vehicles has been increased to 4 in line 10-4310-540 from \$97,500 to \$130,000.

5. The actual individual Fire Department Allocations have been made based on the recommendation of the Fire Commission as verified by the Emergency Management Department. No changes to totals.

6. Adjustments were also made to the drainage fund to reflect the decision not to form the Eddie Smith Service District for FY22. A new special assessment district will be considered later in FY22 and appropriate budget amendments to reflect any applicable assessments made from that district will be brought forward if appropriate at a later date.

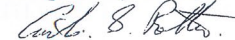
- a. -\$6,500 30-3930-000 DRAIN Eddie Smith
- b. \$6,500 30-3990-000 DRAIN Appropriated Watershed Reserve

7. Fund Balance Appropriations/Transfers: As a result of the foregoing modifications certain additional allocations of "designated for future allocation" lines and available fund balance lines have been made in several funds to offset increased allocations, and to keep each fund budget balanced as required by law. These include without limitation:

- a. Appropriated General Fund Balance has increased from \$343,528 to \$994,528

Thank you for your time and consideration of this recommended budget. I look forward to continuing to work with this Board and the staff through its deliberation and eventual adoption.

Respectfully Yours,



Curtis S. Potter

Washington County Budget Ordinance

Fiscal Year Beginning July 1, 2021 & Ending June 30th, 2022 (FY22)

In accordance with G.S. 159.13, be it ordained by the Board of Commissioners of Washington County, North Carolina as follows:

Section 1.

REVENUES

It is estimated that the revenues and Fund Balances of the funds hereafter listed will be available for the fiscal year indicated above, to finance the appropriations set forth in Section 2 below, and in accordance with the chart of accounts established for Washington County:

GENERAL FUND (10)	\$15,878,456
Taxes Ad-Valorem Current Year	\$7,240,525
Tax Discounts	(\$65,000)
Ad-Valorem Taxes-Motor Vehicle	\$823,200
NCVTS, Contra, Refunds	(\$30,000)
Prior Year Taxes	\$355,000
Tax Penalties & Interest Current Year	\$31,500
Tax Penalties & Interest Prior Years	\$68,000
Prepayment Property Taxes	\$42,000
Article 39 One Cent Sales Tax	\$935,000
Article 40 1/2 Cent Sales Tax (Unrestricted 70%)	\$630,000
Article 42 1/2 Cent Sales Tax (Unrestricted 60%)	\$200,000
SL 2015-241 Sales Tax Redistribution	\$303,204
ABC Taxes & Profit Distribution	\$68,000
Leased Vehicles Gross Tax	\$700
Detention Fees & Concessions	\$44,000
Fees & Licenses	\$185,580
Rents & Concessions	\$11,650
Interest Earned on Investments	\$6,000
Misc Revenues & Sale of Fixed Assets	\$500
Public Assistance Grants & Reimbursements	\$3,314,853
Emergency Management Grants & Reimbursements	\$38,500
DOT Grants & Reimbursements	\$185,089
Other Misc Grants	NA
Other Intergovernmental	\$196,097
JCPC	\$88,940
SRO Reimbursement	\$120,590
Cost Allocation from Water/Sanitation	\$90,000
Loan Proceeds - Installment Financing Vehicles	NA
Appropriated Fund Balance	\$994,528

SCHOOL CAPITAL OUTLAY FUND (21)	\$570,000
Article 40 1/2 Cent Sales Tax (Restricted 30%)	\$270,000
Article 42 1/2 Cent Sales Tax (Restricted (40%))	\$300,000
Transfer from General Fund	\$0
Appropriated Fund Balance	\$0
DRAINAGE FUND (30)	\$267,498
Watershed Improvement Tax	\$95,997
Watershed Improvement Tax Prior Yrs/Penalties/Interest	\$7,510
Tax Discounts	(\$1,000)
Appropriated Watershed Reserve/Fund Balance	\$39,819
Stream Debris Removal Allocation from State	\$125,172
SANITATION FUND (33)	\$1,447,583
Construction Contractor Disposal Fees	\$60,000
Metal/White Goods	\$4,100
Electronics Mgmt. Fund	\$0
NC DENR GRANT	\$3,500
Solid Waste User Fee County	\$1,144,845
Rural Solid Waste Tipping Fees Billed	\$79,164
White Goods Disposal Fee/Grants	\$6,000
Solid Waste Disposal Tax	\$7,500
State Tire Tax Revenues	\$16,000
State Tire Tax Revenues Billed	\$500
Town Solid Waste Availability Fee Billed	\$125,974
WATER FUND (35)	\$1,532,441
Interest Earned on Investments	\$400
Utility Base Charges	\$815,000
Utility Consumption Charges	\$550,000
TAP & Connection Fees	\$10,000
Reconnection Fees	\$25,000
Penalties & Interest Utility Bills	\$5,000
NC DOT Utility Relocation Reimbursements	\$127,041
EMS FUND (37)	\$2,265,927
NCACC Cost Reimbursements	\$130,000
EMS Revenues	\$581,000
Transport Revenues	\$260,000
EMS Standby Revenues	\$0
Tyrrell County EMS Contract	\$675,000
Transfer from General Fund	\$383,987
Appropriated Fund Balance	\$234,840
Sale of Fixed Assets & Donations	\$1,100

AIRPORT GRANTS FUND (38)	\$615,000
AIRPORT OPERATIONS FUND (39)	\$181,997
Fuel Sales	\$55,000
Hangar Rentals	\$12,000
Timber Sales	\$10,000
Transfer from General Fund	\$95,997
CRF/ARP Grant Funds	\$9,000
Appropriated Fund Balance	\$0
DSS TRUST & FC DEPOSITS FUND (51)	\$130,000
SPECIAL PROJECTS/GRANTS FUND (58)	\$611,301
TRAVEL & TOURISM FUND (63)	\$161,682
Motel Occupancy Tax	\$161,682
Interest Earned on Investments	\$0
Appropriated Fund Balance	\$0
EMERGENCY 911 FUND (69)	\$193,399
911 Surcharge	\$93,614
Appropriated Fund Balance	\$99,785
TAX REVALUATION FUND (70)	\$40,000
Transfer from General Fund	\$40,000
Appropriated Fund Balance	\$0
Interest on Investments	\$0
TOTAL REVENUES - ALL FUNDS	\$23,895,283

Section 2.

APPROPRIATIONS/EXPENSES

Based upon the revenue estimates described in Section 1 above, the following amounts are hereby appropriated in the funds hereafter listed, and within any functions designated therein, to fund the operations of Washington County government and its activities for the fiscal year indicated above, and in accordance with the chart of accounts established for Washington County.

GENERAL FUND (10)	\$15,878,456
Governing Board	\$103,162
Manager's Office	\$367,652
Finance	\$383,681
Tax Administration	\$422,079
Professional Services	\$410,000
Board of Elections	\$167,164
Register of Deeds	\$175,218
Information Technology	\$181,959
Buildings	\$287,552
Facility Services	\$624,484

Sheriff's Office	\$1,596,195
Washington Union SRO	\$60,881
Creswell SRO	\$62,153
Plymouth High SRO	\$59,679
Pines SRO	\$0
Detention Center	\$1,063,768
Emergency Management	\$114,231
COVID-19 CRF Funds	\$0
Fire Protection	\$383,987
Forestry	\$104,186
Planning	\$221,423
GIS	\$72,613
Health Department	\$307,288
Senior Center	\$227,643
Veteran Services	\$12,888
Social Services Admin	\$3,622,961
Social Services Economic Support	\$740,632
Social Services Transportation	\$303,838
JCPC/Juvenile Service	\$97,015
Board of Education Current Exp	\$1,735,000
Communications	\$524,443
Mental Health	\$30,000
Medical Examiner	\$8,000
Cooperative Extension	\$141,960
Soil & Water	\$60,373
Library	\$192,479
Recreation	\$163,793
Community Alternative	\$5,000
Central Services	\$268,093
Debt Service	\$0
Transfers	
EMS Fund (37)	\$383,987
Airport Grant Fund (38)	\$0
Airport Operations Fund (39)	\$95,997
Drainage Fund (30)	\$0
Transfer to Spec. Projects & Grants Fund (58)	\$30,000
Tax Re-Valuation Fund (70)	\$40,000
School System Capital Outlay Fund (21)	\$0
Sales Tax Redistribution	\$0
Contingency	\$25,000

SCHOOL CAPITAL OUTLAY FUND (21)	\$570,000
Capital Outlay	\$400,000
Designated for Future Appropriation	\$170,000
DRAINAGE FUND (30)	\$267,498
SANITATION FUND (33)	\$1,447,583
WATER FUND (35)	\$1,532,441
Water Operations Expenses	\$1,133,376
Water Treatment Expenses	\$399,065
EMS FUND (37)	\$2,265,927
EMS Expenses	\$1,883,510
Transport Expenses	\$308,589
Debt Service	\$73,828
AIRPORT GRANTS FUND (38)	\$615,000
AIRPORT OPERATIONS FUND (39)	\$181,997
DSS TRUST & FC DEPOSITS FUND (51)	\$130,000
SPECIAL PROJECTS/GRANTS FUND (58)	\$611,301
TRAVEL & TOURISM FUND (63)	\$161,682
TTA Operations	\$64,982
TTA Admin	\$96,700
EMERGENCY 911 FUND (69)	\$193,399
PSAP Expenses	\$108,399
Capital Outlay (Backup PSAP)	\$85,000
TAX REVALUATION FUND (70)	\$40,000
TOTAL APPROPRIATIONS - ALL FUNDS	23,895,283

Section 3.

TAX LEVIES

AN AD-VALOREM PROPERTY TAX, IS HEREBY LEVIED, at the rate of EIGHTY-FOUR CENTS (\$0.840) per one hundred dollars (\$100) valuation on all real and personal property and motor vehicles listed for taxes as of January 1, 2021 for the specific purpose of generating the revenues referred to as Taxes Ad-Valorem Current Year and Ad-Valorem Taxes-Motor Vehicle in Section 1 of this Ordinance.

A SPECIAL WATERSHED IMPROVEMENT TAX, IS HEREBY LEVIED, at the rate of ONE CENT (\$0.01) per one hundred dollars (\$100) valuation on all real and personal property and motor vehicles listed for taxes as of January 1, 2021 for the specific purpose of generating the revenues referred to as "Watershed Improvement Tax" in Section 1 of this Ordinance, which revenues shall be deposited within the Drainage Fund of Washington County and used for the prevention of flood water and sedimentation damages, and for furthering the conservation, utilization, and disposal of water and the development of water resources. This tax was authorized by referendum election held May 6, 1972.

THESE LEVIES, and the corresponding estimate for revenues generated therefrom are based on the following projected tax base and collection rates.

Tax Base	Value	Rate
Motor Vehicles	\$98,000,000.00	100.00%
Public Utilities	\$58,000,000.00	100.00%
All other Real & Personal Property	\$840,003,364.00	95.71%
Total Value/Combined Rate:	\$996,003,366.96	96.38%

Section 4.

FEE SCHEDULE

Any updated Washington County Fee Schedule attached to this Ordinance, shall be considered a part hereof, and shall be deemed adopted upon the approval of this Ordinance. In such event, the terms and provisions thereof shall supersede, replace, and control over any and all inconsistent terms or provisions of any previously adopted fee schedules. However, if no such updated schedule is actually attached hereto, the most recent Washington County Fee Schedule actually approved by the Board of Commissioners is hereby ratified and reapproved, and shall be deemed to continue to apply with full force and effect, unless or until it is actually revised, replaced, or repealed by the Board of Commissioners.

Section 5.

PAY PLAN & SALARY SCHEDULE

Any updated Washington County Salary Schedule attached to this Ordinance, shall be considered a part hereof, and shall be deemed adopted upon the approval of this Ordinance. In such event, the terms and provisions thereof shall supersede, replace, and control over any and all inconsistent terms or provisions of any previously adopted Salary Schedules. However, if no such updated schedule is actually attached hereto, the most recent Washington County Salary Schedule actually approved by the Board of Commissioners is hereby ratified and reapproved, and shall be deemed to continue to apply with full force and effect, unless or until it is actually revised, replaced, or repealed by the Board of Commissioners.

Section 6.

MISCELLANEOUS

- a. Use of electronic or facsimile signature is authorized for use on County checks to the fullest extent permitted by law.
- b. Reimbursement for mileage will be .50 cent per mile.
- c. Additional detailed breakdowns by line item are provided for informational purposes in the attached spreadsheets reflecting the projected revenues and allocated expenditures by Fund/Department.
- d. Departments must abide by the pre-audit procedures found in G.S. 159.28 together with any and all applicable county purchasing policies or laws when purchasing goods and services.
- e. Property acquired by Washington County or any department through purchase, gifts, or other legal acquisitions will be disposed of in accordance with NCGS 160A Art. 12, or if applicable NCGS 15-11.1, and otherwise in accordance with applicable county policies or law.
- f. Governing Board:
 - i. In accordance with Washington County policy, members of the Board of Commissioners will receive a general stipend of \$ 575.00 per month, whereas the Chair of the Board will receive \$ 650.00 per month.
 - ii. Due to the demands of the office, the Chair will receive an in-county travel stipend of \$ 275.00 per month, whereas other Commissioners will receive \$225.00 per month. In-County travel for this section is defined as being within thirty (30) miles of the individual Commissioners' home.
 - iii. A cellular telephone stipend of \$ 50.00 per month will be provided to all Commissioners.
- g. All outside agencies or other parties that receive county funding shall submit financial statements to the county each year at the end of any of their respective annual budget cycles in which such funding was received, and shall provide a written report to the Budget Officer regarding how such funds were actually used for the benefit of Washington County or its citizens if not otherwise disclosed within such financial statements or other regularly provided or publicly available reports. Approved county payments may be delayed pending receipt of such information. All such agencies or parties shall also submit a written request to the Budget Officer for the continuation of any such funding or for any new or revised funding no later than 90 days prior to the start of any fiscal year in which Washington County will be asked to provide such funding (March 31st).
- h. Copies of this Budget Ordinance shall be furnished by the Clerk to the Board to the County Manager, Finance Officer, Tax Administrator, and Board of Education for direction in the carrying out of their duties, and are available for public inspection in the Office of the Clerk to the Board.

Section 7.

BUDGET OFFICER AUTHORITY:

The Budget Officer (County Manager) is hereby granted the following authority:

- a. To make any changes to the Approved Salary Schedule, or to an Employee's Salary, after first consulting with the Board either collectively or individually.
- b. To make transfers between line items in the same department, or between department budgets supervised by one department head, without limitation.
- c. To otherwise make transfers up to \$5,000 between departments, including contingency, within the same fund.
- d. To apply for and accept grant funding unless application or acceptance directly by the Board is required by any applicable grantor source, provided any local match required must be approved by the Board if not otherwise allocated within the approved Budget, and to execute any necessary grant agreements to facilitate the same. All grant funds must be budgeted before being spent.
- e. During the month of June only, the Budget Officer may make any necessary inner-departmental and/or inter-departmental budget transfers/amendments within any single fund, and in any amount deemed reasonably necessary, to complete year end spending and close out the fiscal year. Nothing herein shall authorize the Budget Officer to increase or decrease the overall budgeted amount for any fund without prior approval of the Board.
- f. All Budget Amendments and/or Transfers made by the Budget Officer hereunder shall be reported to the Board of Commissioners at their next regular meeting following such transfers, or as soon thereafter as possible, and shall be deemed ratified by the Board unless action is taken by the Board to nullify any such transfer.
- g. To approve change orders for contracts approved by the Board up to \$25,000 per occurrence without exceeding the total allocated budget for any project. Any such approvals shall be reported to the Board at or before its next regular meeting.

Section 8.

ADOPTION

The Washington County Board of Commissioners, having conducted a public hearing on the adoption of the budget for the fiscal year referred to in the heading hereof on or about the 7th day of June, 2021, in accordance with applicable laws, does hereby adopt this Budget Ordinance for such fiscal year this 14th day of June, 2021.



William "Bill" R. Sexton, Board of Commissioners



Julie Bennett, Clerk to the Board, CMC, NCMCC



WASHINGTON COUNTY
FEE SCHEDULE
(Effective: July 1st, 2021)

ANIMAL CONTROL FEE SCHEDULE:

ADOPTION	
Dog/each	\$ 35.00
Cat/each	\$ 35.00
Other/each	\$ 10.00
PICK-UP/SURRENDER	
Pick-up/Surrender dog	\$ 25.00
Pick-up/Surrender puppy	\$ 10.00
Pick-up/Surrender cat	\$ 35.00
ANIMAL REDEMPTIONS	
Impoundment	\$35.00 + 5.00 per day per animal
PENALTIES	
First offense	\$ 25.00
Second offense	\$ 50.00
Third offense	\$ 150.00
COLLECTION FOR RESALE PERMIT	
Annual permit fee	\$ 250.00
OTHER	
Owner request pick-up	\$ 35.00

***Fees to be collected by the Animal Control Officer, Sheriff's Department, or Finance Office.

BUILDING INSP. & ZONING PERMITS FEE SCHEDULE:

The fee for all permits required by this Code shall be paid at the time of filing the application in accordance with the following schedule.

SECTION 1. AUTHORITY

The authority for this Ordinance is found at G.S. 153-A-354.

The building inspector is authorized to assign all construction to one of the categories contained herein. The assignment will be to the category, which in his discretion, is the one most closely related to the proper construction category.

SECTION 2. MOBILE HOMES AND MODULAR HOUSING

Camper	\$ 125.00
Single wide mobile homes	\$ 150.00
Double wide mobile homes	\$ 175.00
Triple wide mobile homes	\$ 200.00

SECTION 3. LIGHT CONSTRUCTION — UTILITY BUILDING, STORAGE,

PRIVATE, GARAGES, ETC.

0 — 200 square feet	\$ 100.00
201 — 600 square feet	\$ 150.00
601 — no limit	\$.20 per additional sq. ft.

SECTION 4. NEW CONSTRUCTION — RESIDENTIAL AND COMMERCIAL
Per Square foot (heated and unheated) \$.20

SECTION 5. ALTERATIONS, REPAIRS, PIERS, BULKHEADS, WATERWAY STRUCTURES, GREENHOUSE INSTALLATIONS

For a valuation under \$5,000.00 no fee shall be required.
For a valuation over \$5,000.00 and without limit the fee shall be \$10.00 per thousand dollars or a fraction thereof (minimum of \$25.00)

SECTION 5A. SOLAR PANELS (Adopted August 20, 2012)

Residential	\$ 75.00
Commercial	\$0.50 per panel (with a <u>minimum</u> fee of \$250)

SECTION 6. SWIMMING POOLS \$ 100.00

SECTION 7. ELECTRICAL

New construction — residential and commercial	\$.08 per square foot
Alterations	\$ 75.00
Temporary service pole	\$ 75.00

SECTION 8. RESTORATION OF ELECTRICAL SERVICES \$ 75.00

SECTION 9. MECHANICAL PERMITS

New Construction- residential and commercial	\$.08 per square foot
Alterations	\$ 75.00

SECTION 10. DUAL FUEL PERMITS \$ 150.00

SECTION 11. INSULATION

New Construction – residential and commercial	\$.06 per square foot
Alterations	\$ 75.00

SECTION 12. VINYL SIDING PERMITS \$ N/A

SECTION 13. SHINGLES / RE-ROOF \$ N/A

SECTION 14. SIGN PERMITS

Up to 100 square feet	\$ 60.00
Over 100 square feet	\$ 120.00
Electricity to sign	\$ 75.00

SECTION 15. BEER/WINE (FIRE / BUILDING INSPECTIONS)	\$ 100.00
SECTION 16. DAYCARE INSPECTION	\$ 75.00
SECTION 17. PLUMBING PERMITS	
New construction	\$.08 per square foot
Alterations	\$ 75.00
SECTION 18. COURTESY OR CHANGE OF OCCUPANCY INSP	\$ 75.00
SECTION 19. DEMOLITIONS	\$ 50.00
SECTION 20. COMMUNICATIONS TOWER	\$ 6.00 per foot of height (plus building permit, if required)
SECTION 21. RE-INSPECTIONS (per re-inspections)	\$ 25.00
SECTION 22. G.S. 87-15.6 (1991) Homeowners Recovery Fund Fee of \$10.00 (State \$9.00, County \$1.00) charged to licensed general contractors for construction or alteration of any single family residential dwelling.	
SECTION 23. FEMA DEVELOPMENT PERMIT RESIDENTIAL AND COMMERCIAL	\$ 25.00
SECTION 24. NATURAL GAS PERMIT	\$ 35.00
SECTION 25. SUBDIVISION DEVELOPMENT FEE	\$ 200.00
SECTION 26. ASBESTOS (Base Rate including 3 samples) Additional samples \$n/a each	\$ n/a
SECTION 27. MOLD INSPECTION Additional samples \$n/a each	\$ n/a
SECTION 28. ZONING FEES	
Zoning Permit	\$25.00
Zoning Permit Amendments	\$37.50
Conditional Use/Special Use Permits	\$150.00
Variance Request	\$200.00
Zoning Ordinance/Map Amendments	\$150.00
Site Plan Review Fee	\$50.00
Appeals to the Board of Adjustment	\$150.00
Yard Sale Zoning Permit (Max of 3 sales within 6 months issuance)	\$25.00

SECTION 29. ENFORCEMENTS

A \$50.00 fine for commencement of construction, alterations, additions, repair or other work requiring a permit, will be added to the fees due. Payment of such penalty shall not relieve the violator of criminal prosecution. Other penalties may apply as provided in the North Carolina State Building Codes and National Electrical Code as amended or failure to comply with any of the requirements thereof shall be guilty of a misdemeanor punishable by a fine of not less than ten dollars (\$10.00) nor more than fifty dollars (\$50.00) for each day's violation.

SECTION 30. APPEALS

Any appeals as to the existing ordinance shall be made to the County Building Inspector within ten (10) days of written notice from the Inspections Department. Further appeals will be conducted by the County Board of Commissioners. The County Manager shall affix a reasonable time and hearing as to the appeal with the Board. The Board may conduct a full and complete hearing as to the matters in controversy, after which shall, within a reasonable amount of time, give written decision setting forth its finding of fact and its conclusions.

SECTION 31. SEVERABILITY

Should any section or provision of this ordinance be declared null and void by the courts, such decisions shall not affect the validity of the ordinance as a whole, or any other independent part thereof.

SECTION 32. EXEMPTIONS

No fee shall be required for the County of Washington, State of North Carolina, the United States of America, the Towns of Creswell, Plymouth and Roper, or the Washington County Board of Education.

SECTION 33. DEFINITIONS

Modular	-	Considered equal to new construction
Construction — trailer	-	Considered as a single wide

EMS FEE SCHEDULE:

1) **EMS AND NON-EMERGENCY TRANSPORT FEE SCHEDULE**

CHARGE LIST	FEE
BLS Non-Emergency	\$350
BLS Emergency	\$450
ALS Non-Emergent	\$425.00
ALS 1 Emergent	\$670
ALS 2 Emergent	\$975
ALS Treat (No Transport)	\$175.00
Mileage	\$12.50/per mile

2) **STANDBY AMBULANCE SERVICES: \$80 per hour**

MISCELLANEOUS FEE SCHEDULE:

Copies of documents	\$ 0.25 per page
Maps	\$ 5.00 each
Returned Check Fee	\$ 25.00

RECREATION FEE SCHEDULE:

*NOTE: Due to impacts of the Coronavirus pandemic on the recreation department and the desire to encourage participation, recreation fees are intended to be paid by the county on each participant's behalf utilizing American Rescue Plan funding if eligible, or otherwise will be waived.

1) **INSURANCE:** Per person per year for all sports in addition to program fees...\$15.00

2) **PROGRAMS FEES:** Per person, per program, per year, per sport

Archery	\$ 35.00
Baseball	\$ 30.00
Basketball	\$ 30.00
Boys softball	\$ 30.00
Cheerleading	\$ 15.00
Football	\$ 35.00
Gymnastics	\$ 30.00
Karate	\$ 20.00
Line dancing	\$ 5.00
Swimming	\$ 60.00
Tennis	\$ 30.00
Volleyball	\$ 20.00

SENIOR CENTER FEE SCHEDULE:

1. Yoga, Chair Exercise, Line Dancing, Art Class \$5.00 per month plus materials

2. Dance Fitness \$10 per month

SOLID WASTE FEE SCHEDULE:

The term household/account includes churches or other non-profits for purposes of this schedule.

1. **ANNUAL SOLID WASTE USER FEE (SWUF):** **Per Account: \$300**
Billed per household/account & includes residential curbside garbage pickup/hauling to Bertie County Landfill, limited curbside pickup/hauling of limb/leaf other debris to in-county C&D landfill, and in-county C&D landfill availability for additional waste.
 - a. County Residents (*est. 3755 accounts – Billed & Collected by County via Tax Bill*)
 - b. Town of Creswell (*est. 159 accounts for FY22 – Billed & Collected by County via Tax Bill*)
 - c. Town of Roper (*est. 221 accounts for FY22 – Billed Directly to Town*)

2. **TOWN OF PLYMOUTH:**
 - a. **REGIONAL LF TIPPING FEES:** **Per Ton: \$49.74***
Billed by County to Town of Plymouth to reimburse it for paying the Town's actual tipping fees charged to the County by the Bertie County Landfill. **(or at actual cost if higher, plus any applicable taxes/fees charged by BCLF/incurred by County)*
 - b. **LOCAL LANDFILL AVAILABILITY FEE:** **Per Account: \$40.00**
Billed per household/account for availability of in-county C&D landfill for Town of Plymouth residents. DOES NOT include residential curbside pickup/hauling services.

3. **IN-COUNTY C&D LANDFILL CHARGES:**
Only material generated in Washington County may be brought to the local C&D Landfill.
 - a. **Private Commercial Landfill Tipping Fees:** **(PER TON)**

Tires	\$104.00
C&D (construction/demolition/leaf/limb/metal/etc)	\$52.00
Inert Debris/Clean Fill*	\$30.00

**(All Other Non-Contaminated-bricks, mortar, concrete & non-org building debris)*
 - b. **Commercial Use:** Material delivered by a contractor regardless of its source will be charged at the applicable Private Commercial Landfill Tipping Fees.
 - c. **Residential Use Credit:** The owner of each parcel of residential property having a household/account which pays an annual SWUF, or which is within the Town of Plymouth, and listed by the County Tax Administrator for Landfill Availability Fee purposes, may deposit limb, leaf, and/or construction and demolition debris otherwise normally accepted at the landfill and weighing up to ONE (1) combined ton per account, per fiscal year at no charge.
 - i. Any unused portion of any account's applicable credit shall expire at the end of each fiscal year, and not rollover for use in any future fiscal years.
 - ii. This policy is intended to balance the needs of the landfill to generate sufficient revenues from its operations to sustain its own expenses, while also encouraging all county residents to properly and regularly dispose of normal household waste materials that may be generated during each fiscal year within the local landfill not only for their convenience, but also to help preserve the positive safety and health benefits which our community receives as a result of having a central and locally convenient location to dispose of such waste.
 - iii. This policy subject to modification/repeal by the Board of Commissioners.

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

Consumption charge \$ 13.00
(per each 1000 gallons over the 2000 gallons included in the base charge)

Water Service Deposit & Collection Fees

Renter	\$120.00
Owner	\$60.00
Returned Check Fee	\$25.00
Late/Reconnection Fee	\$35.00
Late Payment Finance Charge	1.5% per month

Hydrant charge \$ 13.00
for each 1000 gallons over the minimum

TAP FEES (NO BORE)	5/8"-3/4"	1"	2"	HYDRANT METER
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

TAP FEES (WITH BORE)	5/8"-3/4"	1"	2"	HYDRANT METER
Connection	\$ 1,161.00	\$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.

The remaining attachments (salary information and departmental budgets) are in the Clerk's Office hereto and incorporated herein by reference.

Commissioner Keyes made a motion to approve the Washington County FY22 Budget Ordinance. Commissioner Phelps seconded. Commissioner Johnson said that most of the changes were made as requested so she is good with the budget. Chair Sexton proceeded with the roll call: Commissioner Johnson, yea; Commissioner Phelps, yea; Commissioner Walker, yea; Commissioner Keyes; and Commissioner Sexton, yea. Motion carried unanimously.

Commissioner Keyes said she knows that this has not been an easy job to do and said she appreciates all that Mr. Potter and Ms. Dixon do.

OTHER ITEMS BY CHAIR, COMMISSIONERS, COUNTY MANAGER/ COUNTY ATTORNEY OR CLERK: No comments.

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

Back in Open Session, at 7:01 PM with no further business to discuss, **Commissioner Phelps made a motion to adjourn. Commissioner Keyes seconded. Chair Sexton proceeded with the roll call: Commissioner Johnson, yea; Commissioner Phelps, yea; Commissioner Walker, yea; Commissioner Keyes; and Commissioner Sexton, yea. Motion carried unanimously.**

William R. "Bill" Sexton
Chair

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