

June 15, 2018

The Washington County Board of Commissioners met in a recessed session on Friday, June 15, 2018 at 10:08 AM in the Commissioners' Room, 116 Adams Street, Plymouth, NC. 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 Missy Dixon, Finance Officer.

Chair Johnson called the meeting to order.

ADDITIONS/DELETIONS: Chair Johnson added a Closed Session pursuant to NCGS §143-318.11 (a)(6) (personnel) as Item 2A.

NC ABC COMMISSION RESOLUTION: Mr. Potter said this resolution is a result of an applicant requesting an ABC license in Pea Ridge. The previous resolution states that Mr. David Peoples has this authority and it needs to be changed to the current County Manager.

Commissioner Phelps made a motion to approve the NC ABC Commission Resolution changing the County Manager from David Peoples to Curtis Potter. Commissioner Riddick seconded, motion carried unanimously.

WORK SESSION ON THE WASHINGTON COUNTY 2018-2019 RECOMMENDED BUDGET:

AIRPORT: Mr. Potter said the Board asked for the Airport Director, Mr. Knapp Brabble to attend today's meeting to answer questions. Mr. Potter said Mr. Brabble received \$27,596.36 this morning. Mr. Brabble told the Board that the neighboring business bought fuel, then had to go out of state for a funeral and paid him when he got back this morning.

Commissioner Phelps asked Mr. Brabble how many folks owed money to the Airport. Mr. Brabble said two (2). Commissioner Phelps asked who does the billing at the airport. Mr. Brabble said he does it once a month and he does the billing for the hangars once a year.

Commissioner Phelps said the Board needs to know more about the workings of the finances of the Airport.

Mr. Brabble said this is first time this has happened with such an outstanding amount. The most he has ever been owed has been \$5,000. He said he can't stop anyone from bringing their own fuel to the airport—but he can make them pay a fuel flowage fee per the FAA. Commissioner Phelps asked if there is a fee schedule for the Airport and what type of communication does he have with Finance. Mr. Brabble said he sends a report to Ms. Dixon at the first of each month (the sales tax report).

Mr. Potter said he has asked Mr. Brabble to put together a draft policy of rates and procedures for the Airport and would like this by the August 6, 2018 Board of Commissioners' meeting.

EMS: Mr. Potter said he was asked about using the 24/72 shift model vs the 24/48 which has been requested by the EMS Director. In order to do the 24/72, the County would have to have an additional shift. With the 24/48, this is the only one the County can actually staff at the present time. This will have less overall staff and less ancillary cost, but have higher built-in overtime.

Commissioner Sexton asked if the Board can set limits on how many hours EMS employees can work.

Commissioner Phelps said he has polled EMS employees and they want 24/72 and feels that schedule would get people to Washington County and retain them. Commissioner Phelps said he has researched surrounding counties around the nation and the normal is 24/72. He feels the 24/48 schedule would be going backwards. Commissioner Sexton asked would the 24/72 require 4 shifts. Mr. Potter said yes it would. Commissioner Phelps said he would like to see EMS go to 24/72 because it would give the employees an extra day off. Mr. Potter said the County does not have any applications for people to fill the spots we do have open. Discussion ensued.

Commissioner Phelps said he would endorse a compromise--agreeing with a 24/48 schedule now with the intention of going 24/72 in the near future. Mr. Potter said doing away with the fluctuating work week should help.

Commissioner Phelps said he wants to move forward with 24/48 schedule now, but wants it to be revisited in 3 months, and if the EMS Director has done his due diligence and hired new applicants, that would allow the County to move to the 24/72 schedule. Commissioner Phelps wants this expectation reflected in the Budget Ordinance. Commissioner Riddick agreed with Commissioner Phelps.

Commissioner Riddick asked if Mr. Potter receives a recruiting report from the EMS Director or just takes his word that he has been out looking for applicants. Mr. Potter said that if the Board wants the County Manager to micromanage the Directors, then he will not be able to achieve all the goals set for him. Commissioner Phelps said he does not feel that if the Directors are doing their jobs then it should not impact the goals set for the County Manager.

Commissioner Riddick made a motion to move forward with the 24/48 schedule for EMS as recommended. However, this will be revisited in 3 months, and if the EMS Director has done his due diligence and hired new applicants, then the County will move to the 24/72 schedule. The details of this motion will be made part of the Budget Ordinance. Commissioner Sexton said he would like the cost on the difference of the 24/48 schedule vs the 24/72 schedule. Commissioner Phelps said he wants to make sure that the increase for part-timers is not hidden somewhere in this budget. Mr. Potter said no it is not. **Commissioner Phelps seconded, motion carried unanimously.**

SCHOOL BUDGET: Commissioner Sexton said his concern is that if the Board of Education is closing down schools and consolidating, then why is the County giving the schools so much funding. Commissioner Sexton said he was under the impression that Superintendent Mann wants to build a new school. Mr. Potter has asked the Board of Education for their plan but has not received it. There is a meeting planned with Superintendent Mann in July. Mr. Potter said the majority of increase is in updating the gyms and some marketing. Increased funds

of \$120,000 is for additional transportation costs. Mr. Potter said he and Ms. Dixon have asked WCS if they had any available fund balance to cover this cost; however, their fund balance is much smaller than ours. (approximately \$5,000 - \$6,000) Discussion ensued.

Commissioner Phelps said this is the most extensive budget presentation from the school system he has seen in his 6 years as a Commissioner.

LIBRARY: Commissioner Phelps said the Library requested \$184,000 and Mr. Potter gave them \$6,000 less. Mr. Potter said the decrease was based on some benefits that were not being used. Commissioner Phelps asked if the County funded all the library materials. Mr. Potter said the County can't earmark those funds for particular use. Once the County gives the Library the money, they can use it how they please. Mr. Potter explained that the Board is being asked to approve \$182,558.

The Commissioners asked if Ms. Bennett could arrange to have Mr. Noell, WCS Finance Officer to call into the meeting so the WCS transportation cost of \$120,000 could be explained. Ms. Bennett was able to get Mr. Noell to call in and put in on speakerphone for the whole Board to hear him. Mr. Noell said that the transportation director uses a special program (TIMS) to figure that cost. Mr. Noell also explained that there were some blanks in the budget and those areas will be operating at a reduced level, i.e., Creswell High School--the building will still be used as a Training/Meeting Center so WCS will have to keep water/electricity.

Commissioner Riddick made a motion to approve the Washington County FY18-19 Budget Ordinance as presented with noted changes. Commissioner Walker seconded, the motion carried unanimously. *(The Washington County FY18-19 Budget Ordinance which is incorporated by reference and hereby made a part of these minutes.)*

At 11:40 AM, with no further business to discuss, **Commissioner Sexton made a motion to adjourn the meeting. Commissioner Walker seconded, motion carried unanimously.**

Tracey A. Johnson
Chair

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