

July 6, 2021

The Washington County Board of Commissioners met in a regular meeting on Monday, July 6, 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, Assistant Clerk Renee' Collier and Finance Officer Missy Dixon. Clerk to the Board Julie J. Bennett was unable to attend.

Chair Sexton called the meeting to order. Commissioner Keyes gave the invocation; Commissioner Walker led the Pledge of Allegiance.

ADDITIONS/DELETIONS: Additions: Renee as Assistant Clerk to the Board.

Commissioner Johnson made a motion to approve Renee Collier as the Assistant Clerk to the Board. Commissioner Keyes seconded. Chair Sexton proceeded with the roll call: Commissioner Johnson, yea; Commissioner Phelps, yea; Commissioner Walker, yea; Commissioner Keyes, yea; Commissioner Sexton, yea. Motion carried unanimously.

CONSENT AGENDA: Commissioner Keyes 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) Approval of Minutes
- b) Tax Refunds & Releases and Insolvent Accounts
- c) Reso 2021-012 Adoption of Bond Order
- d) Update to Riverlight Transit's Drug Testing Policy

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

PUBLIC FORUM: None.

TAX COLLECTOR'S REPORT AND ANNUAL SETTLEMENT REPORT: Ms. Sherri Wilkins, Tax Administrator spoke to the Board about the Order for Ad Valorem Tax Collecting:

ORDER
FOR COLLECTION OF AD VALOREM TAXES

Fiscal Year 2021 – 2022

STATE OF NORTH CAROLINA
COUNTY OF WASHINGTON

TO: SHERRI M. WILKINS
Tax Collector of Washington County

You are hereby authorized, empowered, and commanded to collect the taxes set forth in the tax records filed in the office of Washington County Tax Collector and in the tax receipts herein delivered to you, in the amounts and from the taxpayers likewise therein set forth. Such taxes are hereby declared to be a first lien upon all real property of the respective taxpayers in the County of Washington, and this order shall be a full and sufficient authority to direct, require and enable you to levy on and sell any real or personal property of such taxpayers, for and on account thereon, in accordance with law. You are authorized to call upon the Sheriff of Washington County and his deputies to levy upon and sell personal property for unpaid taxes when you deem it to be advisable.

Witness my hand and official seal, this 6th day of July, 2021.

William R Sexton, Jr
Chair

Julie Bennett, CMC, NCCCC
Clerk to the Board

Ms. Wilkins then spoke to the Board about the Tax Collector's Report. In accordance with North Carolina General Statute 105-373, Ms. Wilkins submitted the following report for Fiscal Year 2020 – 2021:

The total tax levy was \$7,529,322.21. This was the billing for the original scroll, the public utility scroll, discoveries, and penalties. This amount has been adjusted for releases of \$23,898.56. The discounts totaled \$62,661.92. This amount does not include the registered motor vehicle levy, this is billed and collected through NCVTS.

Per the NCVTS Finance Report, the collections for NCVTS totaled \$956,119.87. The tax office does not handle the collection of motor vehicle taxes. They do process any adjustments to value, the situs issues, refunds and all other questions.

The amount of Real and Personal property not collected is \$342,143.22. A listing of the delinquent taxpayers and the amounts owed are available in the Tax Office for your inspection.

The total amount of collections and credits towards the levy was \$7,124,517.07.

Tax Office collections for prior years' taxes was \$386,403.43. The amount collected through Debt Setoff was \$12,280.11, and through wage garnishments and attachments was \$33,248.80.

This year the Tax Office billed and collected for the Washington County Ad Valorem Tax, the 1972 Ref Watershed Tax, Town of Creswell Ad Valorem Tax, Solid Waste User Fee, Albemarle Drainage District, and Pungo River Drainage District. The Tax Office also collected for Drainage District 5.

The Tax Office staff has made diligent efforts to collect all taxes due. In addition to their efforts in the office, they also work along with Zacchaeus Legal Services in the foreclosure proceedings.

Ms. Wilkins said she would like to commend all of the Tax Office staff for their efforts, not only do they handle all issues with taxes but also with Republic Services. She also commended the Permits, GIS, Register of Deeds and the Clerk of Courts offices. The Tax Office works closely with these offices and Ms. Wilkins appreciates the great working relationship that they have.

DEPARTMENT INFORMATION UPDATE—TRAVEL & TOURISM AUTHORITY AND THE NC BLACK BEAR FESTIVAL: Mr. Tom Harrison, TTA Direction gave the following presentation.



















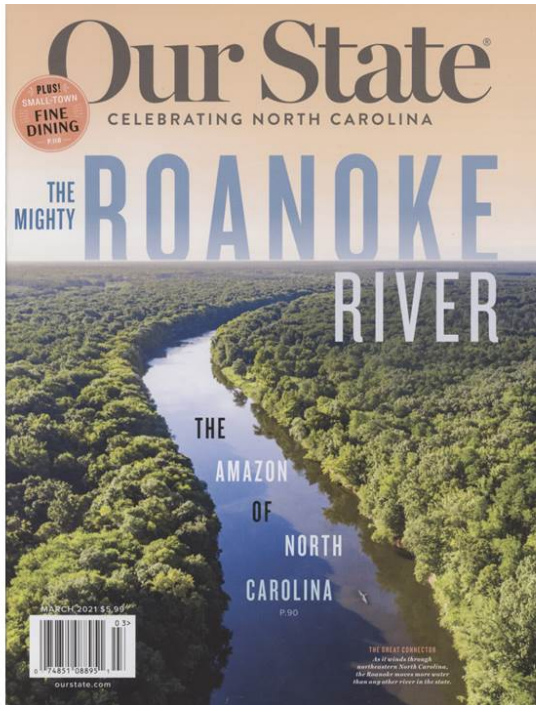






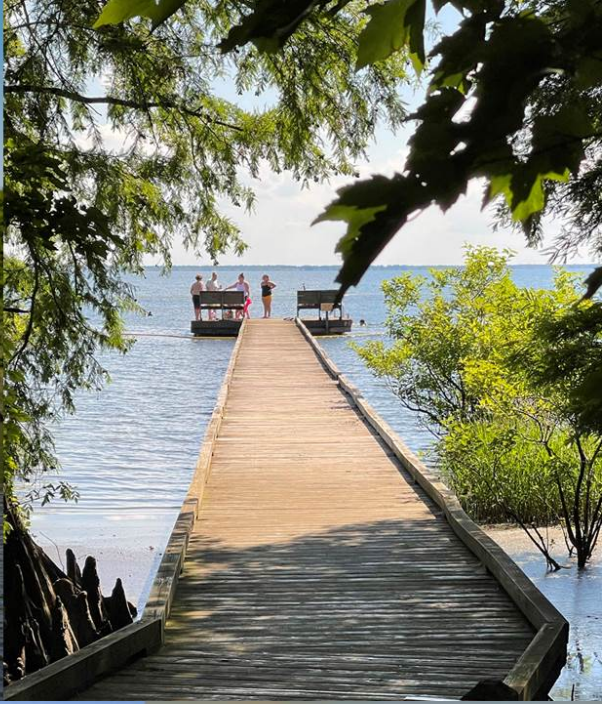












Rumble on the Roanoke

252-793-6627

PlymouthNC-Events.com

Car Show



Stunt Show



Boat Races

July 31st

Plymouth, NC



Rumble on the Roanoke
Plymouth NC
Motorsports
Weekend
July 31st 2021
Drag boats
Car show
Stunt bikes
Road Rally
Burnout Contest
Dune buggy rides
World record
most cars doing a
burnout attempt!
Sign up to Burnout!

more info. 252-287-8233











Laser Light Glow Parties, sometimes called "Neon Parties," are high energy and very interactive. This is not a passive activity where your participants sit in a lawn chair. They are up and moving, which is how we create memories with this epic event! But don't worry, while our events are active, the activity level is suitable for mostly everyone. And yes, some people enjoy watching the fun which is fine too.

A Laser Light Glow Party gives you the most "bang for your buck." These parties usually last a few hours, often at a price that is less or comparable to a 30 minute fireworks show. Perhaps the best part is we handle all the entertainment related to our party so you can actually take time to enjoy and even participate in your event!

Some outdoor customers add a "*Glow Splash Zone*", where participants who wish to get drenched can enter a designated area that includes glow in the dark foam, water blasters, glow in the dark paint, and even slime!







AMERICAN RESCUE PLAN ACT (ARPA) DISCUSSION: Mr. Potter spoke to the Board on this topic.

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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PLYMOUTH, NORTH CAROLINA 27962
OFFICE (252) 793-5823
FAX (252) 793-1183

ADMINISTRATION STAFF:

CURTIS S. POTTER
COUNTY MANAGER/COUNTY ATTORNEY
cpotter@washconc.org

CATHERINE "MISSY" DIXON
FINANCE OFFICER
mdixon@washconc.org

JULIE J. BENNETT, CMC, NCMCC
CLERK TO THE BOARD
jbennett@washconc.org

AGENDA ITEM MEMO

MEETING DATE: July 6, 2021 **MEMO Date:** July 1, 2021 **ITEM:**
SUBJECT: American Rescue Plan Act (ARPA)
DEPARTMENT: Finance
FROM: Curtis S. Potter, County Manager/County Attorney (CM/CA)

ATTACHMENTS:

- A- Resolution to Accept American Rescue Plan Act (ARPA) Funds (2pgs)
- B- ARPA Grant Project Ordinance (2pgs)
- C- US Treasury Quick Reference Guide to ARPA (2pgs)

PURPOSE: For Board consideration of

1. Resolution to formally accept the receipt of ARPA funds, and
2. ARPA Grant Project Ordinance to establish a separate Fund 55 and an initial budget for ARPA funds; and
3. To discuss next steps/timeline for budgeting and use of said funds.

BACKGROUND:

- Washington County has been allocated \$2,249,279 of ARPA funds to be disbursed in two 50% installments (tranches), the first \$1,124,639.50 of which was received in June, 2021. The second tranche is expected in June, 2022. All funds must be encumbered by December 31, 2024 and spent by December 31, 2026
- US Dept of Treasury will oversee reporting requirements of ARPA funds for all counties and larger municipalities (>50,000 residents).
 - o 5/10/21: 8 Page Fact Sheet Released along with 151 Page Interim Final Rule
 - o 6/24/21: 35 Page FAQs updated
- NC Pandemic Recovery Office (NCPRO) will oversee reporting from smaller municipalities (Non-Entitlement Units or NEUs) including Plymouth, Roper, and Creswell.
- Extensive additional ARPA funding has been provided to other local partners (WC Schools, MTW, Hospitals, Federally Funded Programs) along with a number of large potential allocations directly from State ARPA funds which may be used for the benefit of Washington County including specifically without limitation possible broadband infrastructure improvement grants/funds.

FINANCIAL IMPACTS: \$2,249,279 of additional potential revenues for use toward eligible projects. No local match requirements.

STAFF RECOMMENDATION(S):

1. **Vote to approve the Resolution to Accept ARPA Funds**
2. **Vote to approve the ARPA Grant Project Ordinance**
3. Discuss – questions and potential uses of ARPA funds with staff and provide input and direction to guide staff in its ongoing development of this project’s budget based on evolving federal and state guidance. Presently staff anticipates recommending the following:
 - a. Adopt a wait and see approach before committing to any specific projects to allow time for further clarification to develop based on guidance and state budget development which may overlap with county budget priorities.
 - i. Currently recommended by NCACC and LGC
 - b. Begin developing a project budget for ARPA funds for ongoing discussion with the Board
 - i. Consider whether additional consulting/staffing resources may be needed to facilitate use of ARPA.
 - ii. Consider aspects of the CIP which may be funded with ARPA.
 1. Detention Center Plumbing
 2. Water Infrastructure Projects
 - a. Including items to help address recent addition of all county/municipal utility systems to the Vulnerable Utility System Program.
 - iii. Consider partnering with municipalities on eligible infrastructure projects using combined ARPA resources.
 - iv. Consider adopting a scoring methodology and/or RFP process for other projects or funding requests.

COUNTY OF WASHINGTON

BOARD OF COMMISSIONERS

COMMISSIONERS:

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CLERK TO THE BOARD
jbennett@washconc.org

RESOLUTION 2021-013

RESOLUTION ACCEPTING AMERICAN RESCUE PLAN ACT (ARPA) FUNDS

WHEREAS, Washington County is eligible to receive funding from the Coronavirus State and Local Fiscal Recovery Funds of H.R. 1319 American Rescue Plan Act of 2021 (CSLRF) directly from the US Treasury Department currently estimated in the total amount of \$2,249,279, and has applied for and already received the first tranche of said funds in the amount of \$1,124,639.50; and

WHEREAS, all funding received under the CSLRF must be accounted for in a separate fund and not co-mingled with other revenue for accounting purposes, and must also be spent only for certain purposes specifically authorized by the CSLRF (including applicable regulations and guidance of the US Treasury Department), and also in compliance with the laws of the State of North Carolina (including applicable regulations and guidance of the North Carolina Pandemic Recovery Office and Local Government Commission); and

WHEREAS, in accordance with the foregoing, Washington County must comply with all applicable budgeting, accounting, contracting, reporting, and other compliance requirements for all CSLRF funds; and

WHEREAS, the Board of Commissions is required to take formal action through the passage of this Resolution to formally approve the application for and formally accept the CSLRF funds.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Washington County as follows:

1. That the County Manager/County Attorney and County Finance Officer are designated and directed to take all actions deemed reasonably necessary on behalf of the Board of Commissioners to apply for, receive, and administer the CSLRF funds in accordance with all applicable federal and state laws, regulations, and guidance; and

2. That the previously submitted application for eligible CSLRF funding submitted by the County Manager and County Finance Officer on behalf of Washington County is hereby ratified and approved; and
3. That all such CSLRF funding for which Washington County is eligible which has been or will be distributed by the US Treasury Department and which is received by Washington County is hereby accepted subject to all applicable federal and state laws, regulations, and guidance; and

Adopted this ____ day of _____, 2021.

William "Bill" R. Sexton, Jr. Chair
Washington County Board of Commissioners

ATTEST:

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

Commissioner Keyes made a motion to approve the Resolution to Accept ARPA Funds. Commissioner Phelps seconded. Chair Sexton proceeded with the roll call: Commissioner Johnson, yea; Commissioner Phelps, yea; Commissioner Walker, yea; Commissioner Keyes, yea; Commissioner Sexton, yea. Motion carried unanimously.

COUNTY OF WASHINGTON

BOARD OF COMMISSIONERS

COMMISSIONERS:

WILLIAM "BILL" R. SEXTON, JR., CHAIR
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CLERK TO THE BOARD
jbennett@washconc.org

AMERICAN RESCUE PLAN ACT (ARPA)

GRANT PROJECT ORDINANCE

Pursuant to NCGS 159-13.2, the Washington County Board of County Commissioners hereby adopts this Grant Project Ordinance as follows:

Section 1: This Grant Project Ordinance establishes a budget for projects to be funded by the Coronavirus State and Local Fiscal Recovery Funds (SLFRF) of the American Rescue Plan Act (ARPA) of 2021, H.R. 1319 .

Washington County has received the first 50% tranche of ARPA funds in the amount of \$1,124,639.50 of the total allocation is \$2,249,279. The remaining 50% tranche is expected to be distributed to Washington County within 12 months.

These funds may be used for one or more of the following categories of expenditures, to the extent authorized by, and subject to additional applicable federal and state rules, regulations, and laws pertaining to the use of SLFRF:

- a. Support public health expenditures, by funding COVID-19 mitigation efforts, medical expenses, behavioral healthcare, and certain public health and safety staff;
- b. Address negative economic impacts caused by the public health emergency, including economic harms to workers, households, small businesses, impacted industries, and the public sector;
- c. Replace lost public sector revenue, using this funding to provide government services to the extent of the reduction in revenue experienced due to the pandemic;
- d. Provide premium pay for essential workers, offering additional support to those who have borne and will bear the greatest health risks because of their service in critical infrastructure sectors; and,
- e. Invest in water, sewer, and broadband infrastructure, making necessary investments to improve access to clean drinking water, support vital wastewater and stormwater infrastructure, and to expand access to broadband internet.

Section 2: Subject to further amendment, the following revenues are anticipated to be available to complete the Grant Project Ordinance and are hereby appropriated as anticipated revenues within a separate special revenue/grant project fund (Fund 55) to be created and maintained for purposes of separately accounting for and tracking the revenues and expenses related to this Grant Project Ordinance:

ARPA Grant Project Ordinance - Anticipated Fund 55 Revenues: \$2,249,279

Section 3: Subject to further amendment, the following amount is appropriated for the Grant Project Ordinance and authorized for expenditure:

ARPA Grant Project Ordinance - Anticipated Fund 55 Expenses: \$2,249,279

Once it determines how it will spend all or a portion of the ARPA funds, the Board of County Commissioners shall amend this Ordinance to authorize specific appropriations for specific programs, services, projects, and activities.

The Board of County Commissions may also appropriate and transfer some or all of these funds to an enterprise fund in an Annual Budget Ordinance for a water, wastewater, or stormwater infrastructure projects, or to other funds for reimbursement of otherwise eligible expenses made therefrom for which ARPA funds may be used, in compliance with and as authorized by applicable federal and/or state laws.

Section 4: The Finance Officer is hereby directed to maintain sufficient specific detailed accounting records to satisfy the requirements of the grantor agency and any applicable grant or funding agreements.

Section 5: The Finance Officer is hereby directed to report the financial status of the Grant Project Ordinance to the Board of Commissioners on a regular basis, not less than quarterly.

Section 6: Copies of this Grant Project Ordinance shall be furnished to the Budget Officer, the Finance Officer, and the Clerk to the Board.

Section 7: This Grant Project Ordinance expires on December 31, 2026, or when all the ARPA funds have been obligated and expended by the County, whichever occurs sooner.

Adopted this ____ day of _____, 2021.

William "Bill" R. Sexton, Jr. Chair
Washington County Board of Commissioners

ATTEST:

Julie J. Bennett, CMC, NCCCC
Clerk to the Board (SEAL)

ARPA Grant Project Ordinance

Page 2 of 2

Commissioner Walker made a motion to approve the ARPA Grant Project Ordinance. Commissioner Keyes seconded. Chair Sexton proceeded with the roll call: Commissioner Johnson, yea; Commissioner Phelps, yea; Commissioner Walker, yea; Commissioner Keyes, yea; Commissioner Sexton, yea. Motion carried unanimously.



Coronavirus State and Local Fiscal Recovery Funds

The American Rescue Plan will deliver \$350 billion for state, local, territorial, and Tribal governments to respond to the COVID-19 emergency and bring back jobs.

The Coronavirus State and Local Fiscal Recovery Funds provide a substantial infusion of resources to help turn the tide on the pandemic, address its economic fallout, and lay the foundation for a strong and equitable recovery.

Funding Objectives

- Support urgent COVID-19 response efforts to continue to decrease spread of the virus and bring the pandemic under control
- Replace lost public sector revenue to strengthen support for vital public services and help retain jobs
- Support immediate economic stabilization for households and businesses
- Address systemic public health and economic challenges that have contributed to the inequal impact of the pandemic

Eligible Jurisdictions & Allocations

Direct Recipients

- States and District of Columbia (\$195.3 billion)
- Counties (\$65.1 billion)
- Metropolitan cities (\$45.6 billion)
- Tribal governments (\$20.0 billion)
- Territories (\$4.5 billion)

Indirect Recipients

- Non-entitlement units (\$19.5 billion)



Support Public Health Response

Fund COVID-19 mitigation efforts, medical expenses, behavioral healthcare, and certain public health and safety staff



Address Negative Economic Impacts

Respond to economic harms to workers, families, small businesses, impacted industries, and the public sector



Replace Public Sector Revenue Loss

Use funds to provide government services to the extent of the reduction in revenue experienced due to the pandemic



Premium Pay for Essential Workers

Offer additional support to those who have and will bear the greatest health risks because of their service in critical infrastructure sectors



Water and Sewer Infrastructure

Make necessary investments to improve access to clean drinking water and invest in wastewater and stormwater infrastructure



Broadband Infrastructure

Make necessary investments to provide unserved or underserved locations with new or expanded broadband access



For More Information: Please visit www.treasury.gov/SLFRP

For Media Inquiries: Please contact the U.S. Treasury Press Office at (202) 622-2960

For General Inquiries: Please email SLFRP@treasury.gov for additional information



Example Uses of Funds

Support Public Health Response

- **Services to contain and mitigate the spread of COVID-19**, including vaccination, medical expenses, testing, contact tracing, quarantine costs, capacity enhancements, and many related activities
- **Behavioral healthcare services**, including mental health or substance misuse treatment, crisis intervention, and related services
- **Payroll and covered benefits** for public health, healthcare, human services, and public safety staff to the extent that they work on the COVID-19 response

Replace Public Sector Revenue Loss

- **Ensure continuity of vital government services** by filling budget shortfalls
- **Revenue loss is calculated** relative to the expected trend, beginning with the last full fiscal year pre-pandemic and adjusted annually for growth
- **Recipients may re-calculate revenue loss** at multiple points during the program, supporting those entities that experience revenue loss with a lag

Water & Sewer Infrastructure

- **Includes improvements to infrastructure**, such as building or upgrading facilities and transmission, distribution, and storage systems
- **Eligible uses aligned to Environmental Protection Agency project categories** for the Clean Water State Revolving Fund and Drinking Water State Revolving Fund

Equity-Focused Services

- **Additional flexibility for the hardest-hit communities and families** to address health disparities, invest in housing, address educational disparities, and promote healthy childhood environments
- **Broadly applicable** to Qualified Census Tracts, other disproportionately impacted areas, and when provided by Tribal governments

Address Negative Economic Impacts

- **Deliver assistance to workers and families**, including support for unemployed workers, aid to households, and survivor's benefits for families of COVID-19 victims
- **Support small businesses** with loans, grants, in-kind assistance, and counseling programs
- **Speed the recovery of impacted industries**, including the tourism, travel, and hospitality sectors
- **Rebuild public sector capacity** by rehiring staff, replenishing state unemployment insurance funds, and implementing economic relief programs

Premium Pay for Essential Workers

- **Provide premium pay to essential workers**, both directly and through grants to third-party employers
- **Prioritize low- and moderate-income workers**, who face the greatest mismatch between employment-related health risks and compensation
- **Key sectors include** healthcare, grocery and food services, education, childcare, sanitation, and transit
- **Must be fully additive** to a worker's wages

Broadband Infrastructure

- **Focus on households and businesses** without access to broadband and those with connections that do not provide minimally acceptable speeds
- **Fund projects that deliver reliable service** with minimum 100 Mbps download / 100 Mbps upload speeds unless impracticable
- **Complement broadband investments** made through the Capital Projects Fund

Ineligible Uses

- **Changes that reduce net tax revenue** must not be offset with American Rescue Plan funds
- **Extraordinary payments into a pension fund** are a prohibited use of this funding
- **Other restrictions apply** to eligible uses

The examples listed in this document are non-exhaustive, do not describe all terms and conditions associated with the use of this funding, and do not describe all the restrictions on use that may apply. The U.S. Department of the Treasury provides this document, the State and Local contact channels, and other resources for informational purposes. Although efforts have been made to ensure the accuracy of the information provided, the information is subject to change or correction. Any Coronavirus State and Local Fiscal Recovery Funds received will be subject to the terms and conditions of the agreement entered into by Treasury and the respective jurisdiction, which shall incorporate the provisions of the Interim Final Rule and/or Final Rule that implements this program.

DESIGNATION OF VOTING DELEGATE TO THE NCACC'S CONFERENCE AND TO THE NACo CONFERENCE: At a previous meeting, Ms. Julie Bennett, Clerk to the Board spoke to the Commissioners and noted that she received the following information.

Julie Bennett

From: Alisa Cobb <alisa.cobb@ncacc.org>
Sent: Thursday, May 27, 2021 3:36 PM
To: County Managers; County Clerks
Subject: Designation of Voting Delegate to NCACC's 114th Annual Conference, August 2021
Attachments: Voting delegate form 2021.doc

Good Afternoon County Managers and Clerks to the Board,

The NCACC 114th Annual Conference Business Session will be held in New Hanover County on Saturday, August 14, at 12:45 p.m. Each county will be entitled to one vote on items that come before the membership, including the election of the NCACC Second Vice President.

In order to facilitate the voting process, we ask that each county designate one voting delegate (*and also may assign one alternate voting delegate*) prior to Annual Conference using the attached Designation of Voting Delegate form.

Please return the completed form to Alisa Cobb via email by close of business **Monday, August 9, 2021**. Should you have any questions, please contact Alisa Cobb at alisa.cobb@ncacc.org.

Thank you for all you do to help us make this a successful event.



North Carolina
Association of
County Commissioners

Alisa Cobb

Policy Assistant
Phone (919) 715-2685
www.ncacc.org



Designation of Voting Delegate to NCACC Annual Conference

I, _____, hereby certify that I am the duly designated voting delegate for _____ County at the 114th Annual Conference of the North Carolina Association of County Commissioners to be held during the Annual Business Session on August 14, 2021, at 12:45 p.m. in New Hanover County.

Voting Delegate Name: _____

Title: _____

In the event the designated voting delegate is unable to attend, _____ has been selected as _____ County's alternate voting delegate.

Alternate Voting Delegate Name: _____

Title: _____

Article VI, Section 2 of our Constitution provides:

"On all questions, including the election of officers, each county represented shall be entitled to one vote, which shall be the majority expression of the delegates of that county. The vote of any county in good standing may be cast by any one of its county commissioners who is present at the time the vote is taken; provided, if no commissioner be present, such vote may be cast by another county official, elected or appointed, who holds elective office or an appointed position in the county whose vote is being cast and who is formally designated by the board of county commissioners. These provisions shall likewise govern district meetings of the Association. A county in good standing is defined as one which has paid the current year's dues."

Please return this form to Alisa Cobb via email by **Monday, August 9, 2021** close of business:

Email: alisa.cobb@ncacc.org

Julie Bennett

From: NACo <naco@naco.org>
Sent: Tuesday, June 1, 2021 2:36 PM
To: Julie Bennett
Subject: Register a Voting Delegate for the NACo Annual Conference

Having trouble viewing this email? [Click Here](#)



REGISTER A VOTING DELEGATE FOR THE 2021 NACo ANNUAL CONFERENCE

Thank you for your membership in the National Association of Counties (NACo). NACo's 2021 Annual Business Meeting and Election will be held virtually and in-person at the Gaylord National Resort & Convention Center in Prince George's County, Md. on Monday, July 12, tentatively scheduled for 1 p.m. EDT.

All designated voting delegates, whether participating in person or virtually, will cast their votes using an online/mobile solution. Virtual participants will be able to view the meeting in real time.

In order to vote, please:

- Register for the [2021 Annual Conference](#) (regardless of in-person or virtual participation)
- Pay 2021 NACo membership dues in full
- [Designate the primary voting delegate](#) for the county by Friday, July 9, 2021 at 5 p.m. EDT.

County Chief Elected Officials, clerks to the county board and conference registrants can designate a primary voting delegate.

Use the link below to designate a primary voting delegate or assign a proxy.

[APPOINT YOUR PRIMARY VOTING DELEGATE](#)

If you have difficulty accessing the portal, email membersupport@naco.org or call 1-888-407-6226. For questions about the credentials process, email credentials@naco.org.

NONATTENDING COUNTIES

Counties that are not attending the conference but would like their votes to be cast must register and pay the conference registration fee by Tuesday, July 6 at 12 p.m. EDT. Once registered, the county must assign their proxy votes to another member county in their state or their state association.

We look forward to seeing you online or in person in Prince George's County, Md. in July!

The Board opted to bring this back to the July 6, 2021 meeting.

Commissioner Keyes made a motion to approve Commissioner Johnson as the Voting Delegate for the NACo Conference. Commissioner Walker seconded. Chair Sexton proceeded with the roll call: Commissioner Johnson, yea; Commissioner Phelps, yea; Commissioner Walker, yea; Commissioner Keyes, yea; Commissioner Sexton, yea. Motion carried unanimously.

Commissioner Walker made a motion to approve Commissioner Keyes as the Voting Delegate for the NCACC Conference. Commissioner Phelps seconded. Chair Sexton proceeded with the roll call: Commissioner Johnson, yea; Commissioner Phelps, yea; Commissioner Walker, yea; Commissioner Keyes, yea; Commissioner Sexton, yea. Motion carried unanimously.

Commissioner Johnson made a motion to approve Commissioner Phelps as the Voting Delegate Alternate for the NCACC Conference. Commissioner Sexton seconded. Chair Sexton proceeded with the roll call: Commissioner Johnson, yea; Commissioner Phelps, yea; Commissioner Walker, yea; Commissioner Keyes, yea; Commissioner Sexton, yea. Motion carried unanimously.

BOARDS & COMMITTEES:

Northeastern Workforce Development Board (NWDB)

Commissioner Johnson asked the Commissioners and the Clerk for assistance in identifying a new appointee to replace Diane White (Business Representative—Washington County) who is resigning from the NWDB. No names were given so it will be brought up again.

Jury Commission

Ms. Bennett was contacted by the Clerk of Court, Brian Keith Phelps regarding the Jury Commission. He stated that the Board of County Commissioners has appointed Syble Spruill to serve as their appointee in the past. She has served on the Jury Commission for several years. If she is not able or willing to serve, possibly Commissioner Phelps could recommend someone from his district to serve. The term begins on July 1, 2021 and is for two years. The Jury Commission usually meets in September or October to prepare the Master Jury list for the next biennium.

Commissioner Keyes made a motion to approve the re-appointment of Ms. Syble Spruill to the Jury Commission. Commissioner Walker seconded. Chair Sexton proceeded with the roll call: Commissioner Johnson, yea; Commissioner Phelps, yea; Commissioner Walker, yea; Commissioner Keyes, yea; Commissioner Sexton, yea. Motion carried unanimously.

FINANCE OFFICER'S REPORT: Ms. Dixon said the budget transfers, budget amendments and the financial report were in the Commissioners' package. Commissioner Sexton asked if everything for the end of fiscal year had been closed out. Ms. Dixon responded that it was not finished officially but they are still working on it.

Washington County
BUDGET TRANSFER

To: Board of Commissioners

BT #: 2021 - 135

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

Date: June 3, 2021

RE: IT/Facility Services/Detention/Water

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

Account Code	Description	Old	+ or (-)	New
10-4210-350	Information Tech - Maintenance & Repair Equipment	44,109.00	(1.00)	44,108.00
10-4210-200	Information Tech - Departmental Supplies	797.00	1.00	798.00
Information Tech				
10-4265-230	Facility Services - Departmental Supplies-Safety	3,000.00	(180.00)	2,820.00
10-4265-320	Facility Services - Communications	6,800.00	180.00	6,980.00
Facility Services				
10-4320-190	Detention - Training	5,000.00	(254.00)	4,746.00
10-4320-299	Detention - Laundry & Dry Cleaning	6,000.00	254.00	6,254.00
Detention				
35-7135-200	Water Treatment - Supplies & Materials	7,775.00	(1,140.00)	6,635.00
35-7135-299	Water Treatment - Water Treatment Chemicals	23,263.00	1,140.00	24,403.00
Water Treatment				
		96,744.00	-	96,744.00

Justification:

To transfer monies within the IT Department budget to cover the purchase of supplies. To transfer monies within Facility Services to cover communications costs through fiscal year end. To transfer monies within Detention to cover an increase in the Unifirst Contract that was underbudgeted. To transfer monies within Water Treatment to cover the costs of chemicals through fiscal year end.

RECEIVED

JUN 04 2021

Washington County Manager's Office

Budget Officer's Initials CP

Approval Date: 6/5/21

Initials: MD
Batch #: 2021-135
Date: 6/7/2021

Washington County
BUDGET TRANSFER

To: Board of Commissioners

BT #: 2021 - 136

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

Date: June 3, 2021

RE: Register of Deeds/Water Operations

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

Account Code	Description	Old	+ or (-)	New
10-4180-611	ROD Automation Fund - Capital Outlay	9,000.00	(8,245.00)	755.00
10-4180-612	ROD Automation Fund - Departmental Supplies	-	8,245.00	8,245.00
Register of Deeds				
35-7130-550	Water Operations - Capital Outlay Equipment	7,550.00	(3,796.00)	3,754.00
35-7130-200	Water Operations - Supplies & Materials	16,200.00	3,796.00	19,996.00
Water Operations		32,750.00	-	32,750.00

Justification:

To transfer monies within Register of Deeds and Water Operations for the equipment that was initially budgeted in capital outlay but does not meet the threshold amount to qualify as capital outlay. Budget monies will be moved and then the purchase order account number will be changed prior to payment.

RECEIVED

JUN 04 2021

Washington County Manager's Office

Budget Officer's Initials ESP

Approval Date: 6/5/21

Initials: MD
Batch #: 2021-136
Date: 6/19/2021

Washington County
BUDGET TRANSFER

To: Board of Commissioners

BT #: 2021 - 137

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

Date: June 11, 2021

RE: SS Admin

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

Account Code	Description	Old	+ or (-)	New
10-5310-014	SS Admin - Salaries & Wages Overtime	6,500.00	(3,500.00)	3,000.00
10-5310-180	SS Admin - Legal Protective Services	43,000.00	3,500.00	46,500.00
SS Admin		49,500.00	-	49,500.00

Justification:

To transfer monies within the DSS Admin budget due to the need to increase the contracted legal services line for child protective services to finish out the fiscal year. This request is not budget impactful as both lines are reimbursable at 50%.

Budget Officer's Initials CPD

Approval Date: 6/11/21

Initials: MD
Batch #: 2021-137
Date: 6/11/2021

RECEIVED
JUN 11 2021

Washington County Manager's Office

Washington County
BUDGET TRANSFER

To: Board of Commissioners

BT #: 2021 - 138

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

Date: June 11, 2021

RE: Register of Deeds

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

Account Code	Description	Old	+ or (-)	New
10-4180-130	Register of Deeds - Unemployment Insurance	504.00	(504.00)	-
10-4180-260	Register of Deeds - Departmental Supplies	8,507.00	504.00	9,011.00
Register of Deeds		9,011.00	-	9,011.00

Justification:

To transfer monies within the Register of Deeds budget from Unemployment to Departmental Supplies for unanticipated supplies needed and received prior to fiscal year end.

Budget Officer's Initials CSA

Approval Date: 6/11/21

Initials: CSA
Batch #: 2021-138
Date: 6/14/2021

RECEIVED
JUN 11 2021

Washington County Manager's Office

Washington County
BUDGET TRANSFER

To: Board of Commissioners

BT #: 2021 - 139

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

Date: June 14, 2021

RE: Washington EMS

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

Account Code	Description	Old	+ or (-)	New
37-4330-040	Washington EMS-Salaries & Wages - Part Time	119,000.00	(30,000.00)	89,000.00
37-4330-030	Washington EMS-Salaries & Wages - Overtime	278,100.00	30,000.00	308,100.00
37-4330-295	Washington EMS-Portable Comm Hardware	8,622.00	(100.00)	8,522.00
37-4330-390	Washington EMS-Dues & Subscriptions	8,259.00	100.00	8,359.00
Washington EMS		413,981.00	-	413,981.00

Justification:

To transfer monies to cover higher than expected Overtime and Dues & Subscriptions thru fiscal year end. The overtime line was originally estimated based on prior years experience however can fluctuate from year to year depending on whether or not we are fully staffed. The dues and subscriptions line came in a little higher than originally expected due to the company failing to bill us timely for a few months in the prior fiscal year.

RECEIVED
JUN 14 2021

Washington County Manager's Office

Budget Officer's Initials CSF

Approval Date: 6/14/21

Initials: MD
Batch #: 2021-139
Date: 6/14/2021

Washington County
BUDGET TRANSFER

To: Board of Commissioners
From: Curtis Potter, County Manager
Missy Dixon, *Finance Officer*
Date: June 17, 2021
RE: Tax/Facilities

BT #: 2021 - 140

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

Account Code	Description	Old	+ or (-)	New
10-4140-310	Tax Admin - Travel	400.00	(32.00)	368.00
10-4140-355	Tax Admin - Maintenance & Repair Vehicle	1,500.00	32.00	1,532.00
Tax				
10-4265-250	Facilities - Supplies-Vehicles	3,000.00	(127.00)	2,873.00
10-4265-320	Facilities - Communications	6,980.00	127.00	7,107.00
Facilities				
		11,880.00	-	11,880.00

Justification:

To transfer monies within tax to cover the costs to have the air conditioner repaired on the jeep. When the shop went in to make the repair they found that there was another issue related to the air conditioner failure therefore pushing the cost up.
To transfer monies within facilities to cover the final mediacom bill for the fiscal year. This line was underbudgeted.

Budget Officer's Initials CSP

Approval Date: 6/17/21

Initials: [Signature]
Batch #: 2021-140
Date: 6/17/2021

Washington County
BUDGET TRANSFER

To: Board of Commissioners

BT #: 2021 - 141

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

Date: June 23, 2021

RE: Register of Deeds/Facilities/Recreation

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

Account Code	Description	Old	+ or (-)	New
10-4180-260	Register of Deeds - Departmental Supplies	9,011.00	(3,918.00)	5,093.00
10-4180-612	Register of Deeds Automation Fund - Departmental Supplies	8,245.00	3,918.00	12,163.00
Register of Deeds				
10-4265-355	Facilities - Maintenance & Repairs - Vehicles	1,500.00	(326.00)	1,174.00
10-4265-320	Facilities - Communications	7,107.00	326.00	7,433.00
Facilities				
10-6120-270	Recreation - Sports Equipment	1,000.00	(700.00)	300.00
10-6120-250	Recreation - Supplies - Vehicles	1,750.00	700.00	2,450.00
Recreation				
		28,613.00	-	28,613.00

Justification:

To transfer monies within the Register of Deeds budget for the purchase of 3 Dell Computers - a budget transfer was previously done for this however the Finance Officer was provided an incorrect account number for the transfer so this is to make that correction and pay from the appropriate line. To transfer monies within Facilities to cover the cost of the final May & June ITS Phone bills - this line was underbudgeted this fiscal year due to data overages. To transfer monies within the Recreation budget to cover the costs of vehicle gas thru year-end.

Budget Officer's Initials CEP

Approval Date: 6/23/21

Initials: MD
Batch #: 2021-141
Date: 6/24/2021

Washington County
BUDGET TRANSFER

To: Board of Commissioners

BT #: 2021 - 142

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

Date: June 24, 2021

RE: Water Treatment

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

Account Code	Description	Old	+ or (-)	New
35-7135-370	Water Treatment - Advertising	500.00	(136.00)	364.00
35-7135-350	Water Treatment - Maintenance & Repair-Equipment	35,822.00	136.00	35,958.00
Water Treatment		36,322.00	-	36,322.00

Justification:

To transfer monies within the Water Treatment budget to pay for the unexpected costs to have an Electrician fix the motor on Well #1.

Designed by
Curtis S. Potter
Budget Officer's Initials CS

Approval Date: 6/25/2021

Initials: CS
Batch #: 2021-142
Date: 6/25/2021

Washington County
BUDGET TRANSFER

To: Board of Commissioners

BT #: 2021 - 143

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

Date: June 25, 2021

RE: Central Services/IT/SRO Union/SRO Plymouth High/Detention/Emergency Mgmt/Veterans/Communications/Soil & Water/Recreation
 Water Treatment/Airport Operations

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


Account Code	Description	Old	+ or (-)	New
10-8300-120	Additional Salary/Benefit Exp-Comp Study	50,983.50	(3,450.00)	47,533.50
10-4210-010	Information Tech - Salaries & Wages - Regular	51,313.00	1,000.00	52,313.00
10-4311-010	SRO Wash Co Union - Salaries & Wages - Regular	33,460.00	1,100.00	34,560.00
10-4311-090	SRO Wash Co Union - FICA Expense	2,560.00	100.00	2,660.00
10-4311-100	SRO Wash Co Union - Retirement Expense	6,082.00	50.00	6,132.00
10-4311-101	SRO Wash Co Union - 401(K) Contribution	1,673.00	100.00	1,773.00
10-4314-010	SRO Plymouth High - Salaries & Wages - Regular	33,460.00	1,000.00	34,460.00
10-4314-101	SRO Plymouth High - 401(K) Contribution	1,673.00	100.00	1,773.00
Central Services/IT/SRO Wash Co Union/SRO Plymouth High				
10-4320-181	Detention - Group Insurance	94,711.00	(6,750.00)	87,961.00
10-4320-010	Detention - Salaries & Wages - Regular	297,335.00	2,500.00	299,835.00
10-4320-030	Detention - Salaries & Wages - Overtime	91,500.00	1,000.00	92,500.00
10-4320-031	Detention - Salaries & Wages - Part Time	37,306.00	750.00	38,056.00
10-4320-090	Detention - FICA Tax Expense	34,029.00	1,000.00	35,029.00
10-4320-100	Detention - Retirement	69,607.00	1,000.00	70,607.00
10-4320-101	Detention - 401(K) Contribution	7,415.00	500.00	7,915.00
Detention				
10-4330-090	Emergency Mgmt - FICA Expense	4,152.00	(5.00)	4,147.00
10-4330-010	Emergency Mgmt - Salaries & Wages - Regular	54,272.00	5.00	54,277.00
Emergency Mgmt				
10-5155-310	Veterans - Travel	600.00	(50.00)	550.00
10-5155-090	Veterans - FICA Tax Expense	750.00	50.00	800.00
Veterans				
10-5911-010	Communications - Salaries & Wages - Regular	184,970.00	(2,000.00)	182,970.00
10-5911-031	Communications - Salaries & Wages - Part Time	70,000.00	2,000.00	72,000.00
Communications				
10-6060-130	Soil & Water - Unemployment Insurance	252.00	(252.00)	-
10-6060-140	Soil & Water - Workman's Comp	1,446.00	(98.00)	1,348.00
10-6060-030	Soil & Water - Salaries & Wages - Regular	33,460.00	200.00	33,660.00
10-6060-090	Soil & Water - FICA Tax Expense	2,560.00	100.00	2,660.00
10-6060-101	Soil & Water - 401(K) Contribution	1,004.00	50.00	1,054.00
Soil & Water				
10-6120-554	Recreation - Maintenance/Equipment - Creswell	3,500.00	(1,500.00)	2,000.00
10-6120-010	Recreation - Salaries & Wages - Regular	41,275.00	1,500.00	42,775.00
Recreation				
35-7135-130	Water Treatment - Unemployment Insurance	504.00	(350.00)	154.00
35-7135-100	Water Treatment - Retirement Expense	12,370.00	250.00	12,620.00
35-7135-101	Water Treatment - 401(K) Contribution	2,115.00	100.00	2,215.00
Water Treatment				
39-4530-250	Airport - AV Gas & Jet Fuel	47,179.00	(400.00)	46,779.00
39-4530-010	Airport - Salaries & Wages - Regular	40,001.00	100.00	40,101.00
39-4530-090	Airport - FICA Tax Expense	3,623.00	300.00	3,923.00
Airport Operations				
		1,317,140.50	-	1,317,140.50

Justification:

To transfer monies within and amongst various departments due to the need to increase several salary and benefits lines related to the compensation study that was implemented mid fiscal year. Some of these movements are also needed due to the overages in overtime and part-time since there were several full-time vacancies.

Budget Officer's Initials 

Approval Date: 6/25/2021

Initials: 
 Batch #: 2021-143
 Date: 6/25/2021

Washington County
BUDGET TRANSFER

To: Board of Commissioners
From: Curtis Potter, County Manager
Missy Dixon, Finance Officer
Date: June 28, 2021
RE: Elections

BT #: 2021 - 144

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

Account Code	Description	Old	+ or (-)	New
10-4170-550	Elections - Capital Outlay - Equipment	66,000.00	(316.00)	65,684.00
10-4170-260	Elections - Departmental Supplies	3,026.00	316.00	3,342.00
Elections		69,026.00	-	69,026.00

Justification:

To transfer monies within the elections budget to cover the costs of a toner cartridge originally charged to HAVA Grant Funds. Because voting machines could not be delivered prior to year-end, the State Board of Elections requested that we submit an invoice and a signed sales agreement showing the funds being encumbered so that they could go ahead and pay the County. In doing so, we needed to move the charges for the printer to the regular elections budget as not to comeple this purchase with HAVA Funding.

Budget Officer's Initials

CP

Approval Date:

6/29/21

Initials:

Batch #:

Date:

m
2021-144
6/29/2021

Washington County
BUDGET TRANSFER

To: Board of Commissioners

BT #: 2021 - 145

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

Date: June 29, 2021

RE: Detention/EMS

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

Account Code	Description	Old	+ or (-)	New
10-4320-040	Detention-Salaries & Wages - Longevity	1,983.00	(35.00)	1,948.00
10-4320-320	Detention-Communications	650.00	35.00	685.00
Detention				
37-4330-130	EMS - Unemployment Insurance	5,040.00	(5,040.00)	-
37-4330-190	EMS - Training	6,800.00	(1,000.00)	5,800.00
37-4330-396	EMS - Medicaid Cost Report	1,000.00	6,040.00	7,040.00
EMS				
		15,473.00	-	15,473.00

Justification:

To transfer monies within the Detention budget to cover the costs of the ITS Phone Bill thru year-end - this line was originally underbudgeted. To transfer monies within the EMS budget to cover the anticipated bill from NCACC for review of the Medicaid Cost Report - this cost was overlooked and not originally budgeted.

Budget Officer's Initials CPD

Approval Date: 6/29/21

Initials: MD
Batch #: 2021-145
Date: 6/29/2021

Washington County
BUDGET TRANSFER

To: Board of Commissioners
From: Curtis Potter, County Manager
 Missy Dixon, Finance Officer
Date: June 30, 2021
RE: Tax/IT/Detention

BT #: 2021 - 146

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

Account Code		Description	Old	+ or (-)	New
10-4140-315		Tax - Training	4,550.00	(850.00)	3,700.00
10-4210-180		Info Tech - Contracted Services	8,200.00	850.00	9,050.00
Tax/IT					
10-4320-350		Detention - Maintenance & Repair Equipment	20,000.00	(6,200.00)	13,800.00
10-4320-600		Detention - Contracted Services	50,000.00	6,200.00	56,200.00
Detention			82,750.00	-	82,750.00

Justification:

To transfer monies from Tax to Information Technology (IT) to cover the costs of additional hours needed for Dynamic Data for Tax programming in Elite. To transfer monies within Detention to cover the costs for State Safekeeping charges and Juvenile Detention Housing through fiscal year end - this line was originally underbudgeted as these charges fluctuate from year-to-year.

Budget Officer's Initials: _____

Approval Date: _____

Initials:	
Batch #:	
Date:	

Washington County
BUDGET AMENDMENT

To: Board of Commissioners

BA #: 2022 - 001

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

Date: July 6, 2021

RE: Facility Services/Sheriff/Landfill/EMS/911

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

Account Code	Description	Old	+ or (-)	New
10-3353-000	Insurance Proceeds	-	(3,332.00)	(3,332.00)
10-4265-256	Facility Services - Insurance Claims	-	3,332.00	3,332.00
Facility Services				
10-3540-080	Sheriff Grant-Body Cams	-	(25,000.00)	(25,000.00)
10-4310-260	Sheriff - Departmental Supplies	10,000.00	25,000.00	35,000.00
Sheriff				
33-3990-000	Fund Balance Appropriation - Landfill	-	(97,908.00)	(97,908.00)
33-8100-600	Capital Project - C&D Landfill Expansion	-	97,908.00	97,908.00
Landfill				
37-3902-000	Fund Balance Appropriation - EMS	(234,840.00)	(50.00)	(234,890.00)
37-4330-650	EMS Donations	100.00	50.00	150.00
EMS				
69-3990-000	Fund Balance Appropriation - 911	(99,785.00)	(208,658.00)	(308,443.00)
69-9100-550	911-Capital Outlay Equipment	85,000.00	208,658.00	293,658.00
911				
Balanced:		(239,525.00)	-	(239,525.00)

Justification:

To budget in Facility Services for insurance claim monies being paid to repair a wrecked charger due to a deer strike. To rebudget in the Sheriff's Office budget for the Body Camera Grant that was not completed in the prior fiscal year due to equipment not arriving prior to fiscal year end. To rebudget monies to complete the Landfill Expansion as this project was not finished by FYE 2021. To budget for EMS donation monies received at fiscal year end that were not previously budgeted. To rebudget in 911 for radios and headsets that were not able to be received prior to fiscal year end.

Approval Date: 7/6/2021
 Bd. Clerk's Init: [Signature]
 Initials:
 Batch #:
 Date:



Washington County
BUDGET AMENDMENT

To: Board of Commissioners

BA #: 2022 - 002

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

Date: July 6, 2021

RE: GF Fund Balance/Elections/Register of Deeds/Sheriff/Education/Communications/Water Operations

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

Account Code	Description	Old	+ or (-)	New
10-3990-000	Appropriated Fund Balance - GF	(994,528.00)	(98,699.00)	(1,093,227.00)
10-4170-700	2020 HAVA Funds-NC CFDA# 90-404	-	34,574.00	34,574.00
10-4170-550	Elections - Capital Outlay Equipment	-	64,125.00	64,125.00
Elections				
10-3990-000	Appropriated Fund Balance - GF	(1,093,227.00)	2,200.00	(1,091,027.00)
10-4180-611	ROD Automation Fund-Capital Outlay	25,000.00	(2,200.00)	22,800.00
Register of Deeds				
10-3990-000	Appropriated Fund Balance - GF	(1,091,027.00)	(120,810.00)	(1,211,837.00)
10-3540-020	Gun Permits Discretionary - County Portion	-	(35.00)	(35.00)
10-3540-030	Gun Permits - State Portion	-	(40.00)	(40.00)
10-3540-040	Finger Printing	-	(10.00)	(10.00)
10-4310-902	FY 22 Sheriff Jag Grant	-	25,000.00	25,000.00
10-4310-611	Gun Permits Discretionary - County Portion	-	28,355.00	28,355.00
10-4310-612	Gun Permits - State Portion	-	1,310.00	1,310.00
10-4310-613	Finger Printing	-	2,045.00	2,045.00
10-4310-550	Sheriff - Capital Outlay Equipment	-	9,225.00	9,225.00
10-4310-540	Sheriff - Capital Outlay Vehicles	130,000.00	54,960.00	184,960.00
Sheriff				
10-3990-000	Appropriated Fund Balance - GF	(1,211,837.00)	(12,000.00)	(1,223,837.00)
10-5910-994	Washington County Schools Fuel Farm	-	12,000.00	12,000.00
Education				
10-3990-000	Appropriated Fund Balance - GF	(1,223,837.00)	(114,302.00)	(1,338,139.00)
10-5911-540	Capital Outlay Equipment - Primary PSAP	-	114,302.00	114,302.00
Communications				
55-3354-000	Cost of Issuance Revenue - Water Refund	-	(54,618.00)	(54,618.00)
55-7130-709	Cost of Issuance Expense - Water Refund	-	54,618.00	54,618.00
Water Operations				
Balanced:		(5,459,456.00)	-	(5,459,456.00)

Justification:

To rebudget 2020 HAVA Grant Funds received prior to fiscal year end for the purchase of new Voting Machines. To rebudget unspent county dollars needed to help purchase the new Voting Machines along with a computer and printer that was ordered and did not arrive prior to fiscal year end. To reduce fund balance and Register of Deeds Automation Capital Outlay budget due to the 3 new computers budgeted in FY 2022 being able to be purchased in FY 2021. To budget for gun permitting and finger printing revenues received prior to fiscal year end and for new revenues received at the beginning of FY 2022 and for unspent monies at FYE 2021. To rebudget the monies to purchase two remaining Dodge Rams and their upfit for the Sheriff's Office that were not received prior to fiscal year end. To budget monies for the FY 22 Sheriff Jag Grant - this shows in the FY 2022 budget that was presented to the board for approval however due to a formula error, you see it in the line item but not in the total budget therefore requiring a correction. To rebudget monies for the Washington County Schools Fuel Farms that project was delayed until the new fiscal year. To rebudget monies for the radio replacement for the Primary PSAP that was unable to be completed in FY 2021. To budget revenues and expenses associated directly with the costs of the Water Refunding - these monies will be part of the loan and will be sent to the county to make payment to the bond counsel and public finance company for their help in the process.



Approval Date: 7/6/2021

Rd. Clerk's Init: [Signature]

Initials: []

Batch #: []

Date: []

Commissioner Keyes made a motion to approve the budget amendments/transfers as presented above. Commissioner Phelps seconded. Chair Sexton proceeded with the roll call: Commissioner Johnson, yea; Commissioner Phelps, yea; Commissioner Walker, yea; Commissioner Keyes, yea; Commissioner Sexton, yea. Motion carried unanimously.

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

Commissioner Johnson: Looking forward to NCACC meeting in August and looking forward to finishing with NACO.

Commissioner Phelps: Spoke with a Hydrogeologist about making a pitch for some contracted services for drainage. He believes that Tyrrell County should be included in this pitch meeting.

Commissioner Walker: No new business.

Commissioner Keyes: Still working on Cardinal Lane.

Chair Sexton: Wanted to thank Commissioner Johnson for all she does with the NCACC and NACO.

Mr. Potter stated the Public Room Use Policy will be brought back to the Board in August. Mr. Potter said he also received a copy of the letter from the School Board in support of a new school facility.

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

Back in Open Session at 8:19 PM, **Commissioner Keyes made a motion to authorize the County Attorney to submit the County's affirmative vote to approve the proposed settlement terms of the Purdue Pharma bankruptcy and proposed Chapter 11 finance for Mallinckrodt plc bankruptcy cases in which the County is a lead plaintiff. Commissioner Walker seconded. Chair Sexton proceeded with the roll call: Commissioner Johnson, yea; Commissioner Phelps, yea; Commissioner Walker, yea; Commissioner Keyes, yea; Commissioner Sexton, yea. Motion carried unanimously.**

With no further business to discuss, **Commissioner Keyes made a motion to adjourn. Commissioner Phelps seconded. Chair Sexton proceeded with the roll call: Commissioner Johnson, yea; Commissioner Phelps, yea; Commissioner Walker, yea; Commissioner Keyes, yea; Commissioner Sexton, yea. Motion carried unanimously.**

William R. "Bill" Sexton
Chair

Renee Collier
Assistant Clerk