

May 16, 2022

The Washington County Board of Commissioners met in a recessed meeting on Monday, May 16, 2022 at 6:00 PM in person and by using ZOOM—virtual meeting software (due to the COVID-19 pandemic) for Facebook Live Streaming in the Cooperative Extension Conference Room, 128 E. Water Street, Plymouth, NC. Commissioners Ann C. Keyes, Carol V. Phelps, William R. “Bill” Sexton, Jr. and Julius Walker, Jr. were present in the room. Also present were County Manager/County Attorney Curtis Potter, Clerk to the Board Julie J. Bennett and County Finance Officer Missy Dixon. Chair Tracey A. Johnson was unable to attend.

Vice-Chair Walker called the meeting to order.

CONSENT AGENDA:

Items listed under Consent 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) Proclamation 2022-020 EMS Week

**Commissioner Sexton made a motion to approve the Consent Agenda.
Commissioner Phelps seconded. Motion carried unanimously.**

Vice-Chair Walker said the Commissioners really appreciate our EMS Staff.

DAVENPORT FINANCIAL ENGAGEMENT LETTER: Mr. Potter, CM/CA, gave some background information on this subject. (See below.)

COUNTY OF WASHINGTON
BOARD OF COMMISSIONERS

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



POST OFFICE BOX 1007
PLYMOUTH, NORTH CAROLINA 27962
OFFICE (252) 793-5823
FAX (252) 793-1183

ADMINISTRATION STAFF:
CURTIS S. POTTER
COUNTY MANAGER/COUNTY ATTORNEY
cpotter@washconnc.org
CATHERINE "MISSY" DIXON
FINANCE OFFICER
mdixon@washconnc.org
JULIE J. BENNETT, CMC, NCMCC
CLERK TO THE BOARD
jbennett@washconnc.org

AGENDA ITEM MEMO

MEETING DATE: May 16, 2022 **MEMO Date:** May 13, 2022 **ITEM:**
SUBJECT: Davenport Financial Engagement Letter – School Facilities Financing
DEPARTMENT: Finance
FROM: Curtis S. Potter, County Manager/County Attorney (CM/CA)
ATTACHMENTS:
A- May 11th, 2022 Engagement Letter from Davenport Public Finance – 6pgs

PURPOSE: To review & approve the attached engagement letter authorizing Davenport Public Finance to begin working with staff to analyze and administer financing options for a new public school facilities.

BACKGROUND:

The Board has been working with the Washington County School Board to review various options for renovating/replacing public school facilities in Washington County for some time. Most recently, the two boards received a facilities report with field observations and potential facility reconfiguration options to consider from the NC Department of Public Instruction (DPI) in the fall of 2021.

Around this same time, the State Budget was adopted which included a new Needs Based Public School Facilities (NBPSF) Grant Program. The boards jointly agreed to pursue and apply for NBPSF grant funds, and selected SFL+A as an architectural firm to provide preliminary estimates and assist in the NBPSF application process.

In early May, DPI announced Washington County was awarded \$40M based on its proposed project to replace most of the current school facilities with a single PreK-12 facility. The current projected construction costs for Phase I of the proposed facility (which includes all the essential components for public education) is estimated to range somewhere between the mid \$50Ms and mid \$60Ms depending on the inclusion of one or more gyms/auditoriums in the final project scope. Phase II of the project consists primarily of additional costs associated with improved outdoor athletic facilities, optional furniture, and other non-essential components which additional funding is being sought in order to fund at a later date.

The County is being asked to contribute a certain amount of funding (the difference between available funds and the total project cost) to the project in order to fully fund the anticipated cost. The current estimated cost is anticipated to be around \$20M for Phase I. The next step in this process is for the County to formally engage a financial advisor to assist it in analyzing the financial terms and estimates of the proposed project, to review financing options to borrow funds necessary to fund the difference in the project, to apply for approval of those terms from the LGC, and to facilitate the closing of the proposed financing which is anticipated to take the form of one of three primary alternatives (direct, bond, or USDA).

FINANCIAL IMPACTS: Approval of the engagement letter itself will start the clock on billable services to be rendered as needed by Davenport Public Finance. The last provision of the engagement letter stipulates that in the event of early termination, the parties agree that the only amount due to Davenport will be for services provided and expenses incurred through the date of termination.

Depending on the amount of work required to reach a decision on which financing option to pursue, and the actual choice made, the terms of the engagement letter indicate the following as the estimated fees to be incurred for the financial advisory services:

	Pre-Financing Services Est.	Financing Fee Est.	Total Fee Est.
Pre-Financing	<\$25k	n/a	<\$25k
Option 1: Direct Loan	<\$25k	<\$50k	<\$75k
Option 2: Public Financing/Bond	<\$25k	<\$75k	<\$100k
Option 3: USDA	<\$25k	<\$60k	<\$85k

STAFF RECOMMENDATION(S): Review the attached contracts and if satisfactory:

- **Approve the attached engagement letter; and authorize its execution by the County Manager and/or County Finance Officer.**

Mr. Potter mentioned that this will be paid out of Fund 21.

Commissioner Keyes made a motion to approve the Davenport Financial Engagement letter and authorize its execution by the County Manager and/or County Finance Officer. Commissioner Phelps seconded. Motion carried unanimously.

BOARD OF EQUALIZATION AND REVIEW:

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

Ms. Sherri Wilkins, Tax Administrator, spoke to the Board and said she had received two appeals and they were in the Commissioners' Agenda package.

The first application to be discussed was from Cross Coalition LTD. Commissioner Sexton asked who they were. Ms. Wilkins stated that they are a group that helps citizens in the area with small house repairs. They want an exemption for their personal equipment.

RECEIVED

MAR 14 2022

APPLICATION FOR TAX YEAR 2022

Property Tax Exemption or Exclusion

WASHINGTON COUNTY
TAX OFFICE
MUNICIPALITY: Plymouth

COUNTY: Washington

Full Name of Owner(s): CROSS Coalition LTD

Trade Name of Business: DBA Carolina Rebuilding Ministry

Mailing Address of Owner: 1122 Blackrock Road Merry Hill, NC 27957

Phone Numbers: Home: 252-356-2137 Work: _____ Cell: _____

List the Property Identification Numbers and addresses/locations for the properties included in this application (attach list if needed):

Property ID #: _____ Address/Location: 3034 US Hwy 64 E, Plymouth, NC 27962
Property ID #: _____ Address/Location: _____
Property ID #: _____ Address/Location: _____

Non-Deferment Exemptions and Exclusions

Check or write in the exemption or exclusion for which this application is made. These exemptions or exclusions do not result in the creation of deferred taxes. However, taxes for prior years of exemption or exclusion may be recoverable if it is later determined that the property did not actually qualify for exemption or exclusion for those prior years.

- G.S. 105-275(8) Pollution abatement/recycling
- G.S. 105-275(17) Veterans organizations
- G.S. 105-275(18),(19) Lodges, fraternal & civic purposes
- G.S. 105-275(20) Goodwill Industries
- G.S. 105-275(45) Solar energy electric system
- G.S. 105-275(46) Charter school property
- G.S. 105-277.13 Brownfields-Attach brownfields agreement
- G.S. 105-278.3 Religious purposes
- G.S. 105-278.4 Educational purposes (institutional)
- G.S. 105-278.5 Religious educational assemblies
- G.S. 105-278.6 Home for the aged, sick, or infirm
- G.S. 105-278.6 Low- or moderate-income housing
- G.S. 105-278.6 YMCA, SPCA, VFD, orphanage
- G.S. 105-278.6A CCRC-Attach Form AV-11
- G.S. 105-278.7 Other charitable, educational, etc.
- G.S. 105-278.8 Charitable hospital purposes
- G.S. 131A-21 Medical Care Commission bonds
- Other: _____

Tax Deferment Programs

Check the tax deferment program for which this application is made. ***These programs will result in the creation of deferred taxes that will become immediately due and payable with interest when the property loses eligibility. The number of years for which deferred taxes will become due and payable varies by program. Read the applicable statute carefully.***

- G.S. 105-275(12) Nonprofit corporation or association organized to receive and administer lands for conservation purposes
- G.S. 105-275(29a) Historic district property held as a future site of a historic structure
- G.S. 105-277.14 Working waterfront property
- G.S. 105-277.15A Site infrastructure land
- G.S. 105-278 Historic property-Attach copy of the local ordinance designating property as historic property or landmark.
- G.S. 105-278.6(e) Nonprofit property held as a future site of low- or moderate-income housing

Describe the property: Building in which Carolina Rebuilding Ministry operates is leased from an un-related entity. Only personal property owned by CRM.

Describe how you are using the property. If another organization is using the property, give their name, how they are using the property, and any income you receive from their use: Personal property used to rehab homes of low-income families throughout northeastern NC.

AFFIRMATION: I, the undersigned, declare under penalties of law that this application and any attachments are true and correct to the best of my knowledge and belief. I have read the applicable exemption or exclusion statute. I fully understand that an ineligible transfer of the property or failure to meet the qualifications will result in the loss of eligibility. If applying for a tax deferment program, I fully understand that loss of eligibility will result in removal from the program and the immediate billing of deferred taxes.

Signature(s) of Owner(s): Amanda Hamell Title: Treasurer Date: 3/10/2022
(All tenants of a tenancy Title: _____ Date: _____
in common must sign.) Title: _____ Date: _____

The Tax Assessor may contact you for additional information after reviewing this application.

OFFICE USE ONLY: [] APPROVED [] DENIED BY: _____ REASON FOR DENIAL: _____

The next application was from Centennial Housing. Commissioner Sexton asked where the land was that is referenced in the Centennial Housing application. Ms. Wilkins said it's all the land around and behind the hospital and then all the buildings on that property. Commissioner Sexton asked has it always been this way (that the hospital was exempt from paying taxes). Mr. Potter said no, it hasn't always been this way and he did not know that it all had been conveyed from Affinity to Centennial. Commissioner Sexton stated that part of the reason for selling the hospital was to be able to receive personal property tax from whoever bought it. Commissioner Sexton asked Ms. Wilkins if the application has to be approved [meaning can it be denied]. Ms. Wilkins said no, the Commissioners do not have to give their approval, and they can deny the request. Ms. Wilkins said Centennial turned their request in late. She also mentioned that Centennial is a non-profit. Mr. Potter asked what the deadline was. Ms. Wilkins said the deadline was the end of January. Commissioner Sexton asked how much does Centennial Housing owe. Ms. Wilkins said she will get the numbers to the Board.

APPLICATION for TAX YEAR 2022

Property Tax Exemption or Exclusion

COUNTY: Washington County

MUNICIPALITY: _____

Before applying, please read the statute at the end of this application, and the specific exemption/exclusion statute online at www.ncleg.net.

Full Name of Owner(s): Centennial Housing & Community Services Corp
Mailing Address of Owner: 500 N Central Expressway Suite 175 Plano, TX
Phone Numbers: Home: (214) 502 9624 Work: (281) 793 4135 Cell: ()

List the Property Identification Numbers and addresses/locations for the properties included in this application (attach list if needed):

Property ID #: 01577 Address/Location: US HWY 64 (rear)
Property ID #: _____ Address/Location: _____
Property ID #: _____ Address/Location: _____

Non-Deferment Exemptions and Exclusions—Check or write in the exemption or exclusion for which this application is made.

These exemptions or exclusions do not result in the creation of deferred taxes. However, taxes for prior years of exemption or exclusion may be recoverable if it is later determined that the property did not actually qualify for exemption or exclusion for those prior years.

- | | | | |
|--|---|--|-------------------------------------|
| <input type="checkbox"/> G.S. 105-275(17) | Veterans organizations | <input type="checkbox"/> G.S. 105-278.6 | Home for the aged, sick, or infirm |
| <input type="checkbox"/> G.S. 105-275(18),(19) | Lodges, fraternal & civic purposes | <input type="checkbox"/> G.S. 105-278.6 | Low- or moderate-income housing |
| <input type="checkbox"/> G.S. 105-275(20) | Goodwill Industries | <input type="checkbox"/> G.S. 105-278.6 | YMCA, SPCA, VFD, orphanage |
| <input type="checkbox"/> G.S. 105-277.13 | Brownfields-Attach brownfields agreement. | <input type="checkbox"/> G.S. 105-278.6A | CCRC-Attach Form AV-11. |
| <input type="checkbox"/> G.S. 105-278.3 | Religious purposes | <input type="checkbox"/> G.S. 105-278.7 | Other charitable, educational, etc. |
| <input type="checkbox"/> G.S. 105-278.4 | Educational purposes (institutional) | <input checked="" type="checkbox"/> G.S. 105-278.8 | Charitable hospital purposes |
| <input type="checkbox"/> G.S. 105-278.5 | Religious educational assemblies | <input type="checkbox"/> G.S. 131A-21 | Medical Care Commission bonds |
| <input type="checkbox"/> Other: | | | |

Tax Deferment Programs—Check the tax deferment program for which this application is made: ***These programs will result in the creation of deferred taxes that will become immediately due and payable with interest when the property loses eligibility. The number of years for which deferred taxes will become due and payable varies by program. Read the applicable statute carefully.***

- | | |
|--|---|
| <input type="checkbox"/> G.S. 105-275(29a) | Historic district property held as a future site of a historic structure |
| <input type="checkbox"/> G.S. 105-277.1D | Residence held for sale by general contractor (Lic # _____) Attach copy of the certificate of occupancy. |
| <input type="checkbox"/> G.S. 105-277.14 | Working waterfront property |
| <input type="checkbox"/> G.S. 105-278 | Historic property-Attach copy of the local ordinance designating property as historic property or landmark. |
| <input type="checkbox"/> G.S. 105-278.6(e) | Nonprofit property held as a future site of low- or moderate-income housing |

Describe the property: Plot of land adjacent to the main campus of the hospital

Describe how you are using the property. If another organization is using the property, give their name, how they are using the property, and any income you receive from their use: The property is wholly & exclusively used for charitable purposes in that it is incidental to the real property hospital and used for patients to walk around it

AFFIRMATION: I, the undersigned, declare under penalties of law that this application and any attachments are true and correct to the best of my knowledge and belief. I have read the applicable exemption or exclusion statute. I fully understand that an ineligible transfer of the property or failure to meet the qualifications will result in the loss of eligibility. If applying for a tax deferment program, I fully understand that loss of eligibility will result in removal from the program and the immediate billing of deferred taxes.

Signature(s) of Owner(s): [Signature] Title: CEO Date: 04/01/2022
(All tenants of a tenancy Title: _____ Date: _____
in common must sign.) Title: _____ Date: _____

The Tax Assessor may contact you for additional information after reviewing this application.

OFFICE USE ONLY: APPROVED DENIED BY: _____ REASON FOR DENIAL: _____

Property Tax Exemption or Exclusion

COUNTY: Washington County

MUNICIPALITY: _____

Before applying, please read the statute at the end of this application, and the specific exemption/exclusion statute online at www.ncleg.net.

Full Name of Owner(s): Centennial Housing & Community Services Corp
Mailing Address of Owner: 500N Central Expressway Suite 175 Plano, TX
Phone Numbers: Home: (214) 502-9624 Work: (252) 793-4135 Cell: ()

List the Property Identification Numbers and addresses/locations for the properties included in this application (attach list if needed):

Property ID #: 06443, 7872 Address/Location: 1002 US HWY 64E
Property ID #: 1871, 7873 Address/Location: US HWY 64E
Property ID #: 7874, 7875 Address/Location: US HWY 64E

Non-Deferment Exemptions and Exclusions—Check or write in the exemption or exclusion for which this application is made. These exemptions or exclusions do not result in the creation of deferred taxes. However, taxes for prior years of exemption or exclusion may be recoverable if it is later determined that the property did not actually qualify for exemption or exclusion for those prior years.

- | | | | |
|--|---|--|-------------------------------------|
| <input type="checkbox"/> G.S. 105-275(17) | Veterans organizations | <input type="checkbox"/> G.S. 105-278.6 | Home for the aged, sick, or infirm |
| <input type="checkbox"/> G.S. 105-275(18),(19) | Lodges, fraternal & civic purposes | <input type="checkbox"/> G.S. 105-278.6 | Low- or moderate-income housing |
| <input type="checkbox"/> G.S. 105-275(20) | Goodwill Industries | <input type="checkbox"/> G.S. 105-278.6 | YMCA, SPCA, VFD, orphanage |
| <input type="checkbox"/> G.S. 105-277.13 | Brownfields-Attach brownfields agreement. | <input type="checkbox"/> G.S. 105-278.6A | CCRC-Attach Form AV-11. |
| <input type="checkbox"/> G.S. 105-278.3 | Religious purposes | <input type="checkbox"/> G.S. 105-278.7 | Other charitable, educational, etc. |
| <input type="checkbox"/> G.S. 105-278.4 | Educational purposes (institutional) | <input checked="" type="checkbox"/> G.S. 105-278.8 | Charitable hospital purposes. |
| <input type="checkbox"/> G.S. 105-278.5 | Religious educational assemblies | <input type="checkbox"/> G.S. 131A-21 | Medical Care Commission bonds. |
| <input type="checkbox"/> Other: | _____ | | |

Tax Deferment Programs—Check the tax deferment program for which this application is made. ***These programs will result in the creation of deferred taxes that will become immediately due and payable with interest when the property loses eligibility. The number of years for which deferred taxes will become due and payable varies by program. Read the applicable statute carefully.***

- | | |
|--|---|
| <input type="checkbox"/> G.S. 105-275(29a) | Historic district property held as a future site of a historic structure |
| <input type="checkbox"/> G.S. 105-277.1D | Residence held for sale by general contractor (Lic # _____) Attach copy of the certificate of occupancy. |
| <input type="checkbox"/> G.S. 105-277.14 | Working waterfront property |
| <input type="checkbox"/> G.S. 105-278 | Historic property-Attach copy of the local ordinance designating property as historic property or landmark. |
| <input type="checkbox"/> G.S. 105-278.6(e) | Nonprofit property held as a future site of low- or moderate-income housing |

Describe the property: 25 bed critical access hospital

Describe how you are using the property. If another organization is using the property, give their name, how they are using the property, and any income you receive from their use: The hospital's main campus used for seeing charitable patients. This building is used to provide clinic available care to patients

AFFIRMATION: I, the undersigned, declare under penalties of law that this application and any attachments are true and correct to the best of my knowledge and belief. I have read the applicable exemption or exclusion statute. I fully understand that an ineligible transfer of the property or failure to meet the qualifications will result in the loss of eligibility. If applying for a tax deferment program, I fully understand that loss of eligibility will result in removal from the program and the immediate billing of deferred taxes.

Signature(s) of Owner(s): [Signature] Title: CEO Date: 01/01/2022
(All tenants of a tenancy in common must sign.) Title: _____ Date: _____

The Tax Assessor may contact you for additional information after reviewing this application.

OFFICE USE ONLY: APPROVED DENIED BY: _____ REASON FOR DENIAL: _____

Commissioner Sexton made a motion to approve the 2022 Late Application for CROSS Coalition LTD. Commissioner Keyes seconded. Motion carried unanimously.

Commissioner Sexton made a motion to (deny) disapprove the 2022 Late Application for Centennial Housing Community Services. Commissioner Phelps seconded. Motion carried unanimously.

Commissioner Keyes made a motion to recess the Board of Equalization & Review until June 6, 2022 at 6:00 PM in the Cooperative Extension Conference Room, 128 E. Water Street, Plymouth, NC and a virtual ZOOM meeting livestreamed on the County's Facebook page. Commissioner Sexton seconded. Motion carried unanimously.

PUBLIC HEARING: WASHINGTON COUNTY FY23 BUDGET RECOMMENDATION:

Commissioner Keyes made a motion to open the public hearing on the Washington County FY23 Budget Recommendation. Commissioner Phelps seconded, motion carried unanimously.

No one signed up to speak during the public forum on the Washington County FY23 Budget Recommendation.

Mr. Potter gave a brief update. Finance has been able to begin coding the recommended budget. There was \$300 found in the Landfill fund so the revenues are overstated in that fund by \$300.

Commissioner Keyes said that the work presented on the budget was helpful. All the Commissioners agreed with Commissioner Keyes and thanked Mr. Potter, Ms. Dixon and staff for all their hard work on this year's budget.

Commissioner Phelps made a motion to close the public hearing on the Washington County FY23 Budget Recommendation. Commissioner Sexton seconded, motion carried unanimously.

WASHINGTON COUNTY FY23 BUDGET RECOMMENDATION DISCUSSION:

Mr. Potter asked the Board if they had any questions regarding the recommended budget for FY23. The Commissioners did not have any questions.

Mr. Potter said he has nothing to add. However, he is looking for the opioid funds that will be forthcoming--possibly \$18,000 in May. He met with the Martin and Tyrrell County Managers to see where MTW Health Department can best use the funds. Mr. Potter said he will likely bring a project ordinance to the June 6 meeting regarding the opioid funds for receiving and spending those amounts.

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

- a) ABC License Request—Mr. Potter said checks have been done and sees no reason for not moving forward with it.

**NORTH CAROLINA
ALCOHOLIC BEVERAGE CONTROL COMMISSION**

4307 Mail Service Center
Raleigh, NC 27699-4307
(919)779-0700 FAX: (919)662-3583

**LOCAL GOVERNMENT OPINION
for ALCOHOLIC BEVERAGE PERMITS**

APPLICANT SHOULD COMPLETE THIS SECTION ONLY

Applicant's Name JATINDER KAUR
Corporate or LLC Name (if applicable) Pea Ridge Foodmart LLC
Trade Name of Business _____
Former Trade Name (if any) Pea Ridge Food and Fuel Inc
Business Address 16756 NCHWY32N ROPER NC 27970
City/State ROPER NC 27970
Date of Birth _____
NC Driver's License # _____
Last 4 of Social Security # _____

TYPE OF ABC PERMIT(S) BEING APPLIED FOR:

_____ On Premise
Indicate Type (if any)
Malt Beverage / Untortified Wine / Fortified Wine Off Premise
Indicate Type (if any)

REMAINDER OF FORM FOR OFFICIAL USE ONLY

Date Form 001 Mailed or Delivered _____
Designated Official's Name _____
Title _____
City/County _____
Address _____
Contact Telephone # _____

NOTICE: The Alcoholic Beverage Control Commission shall give notice of a permit application to the Governing body of a city or county prior to issuing a retail ABC permit. Designated Officials are expected to process this form within 15 days of receipt. The applicant will be required to provide proof of mandatory compliance with all applicable building and fire codes. The Inspection/Zoning Compliance form (Form 002) is for this purpose and will be completed by the appropriate local agencies.

FACTORS IN ISSUING A PERMIT: Pursuant to N.C.G.S. 18B-901(c), before issuing a permit, the ABC Commission shall be satisfied the applicant is a suitable person and that the location is a suitable place.

PLEASE INDICATE YOUR ANSWER TO THE FOLLOWING:

Do you approve of the applicant and location for the ABC permit?

YES _____ Applicant _____ NO _____ Applicant _____
Location _____ Location _____

Disapprovals: Pursuant to N.C.G.S. 18B-901 (b), to be considered by the ABC Commission, the objections shall state the facts upon which it is based. If you have indicated disapproval by answering "NO", please explain your reason(s) based on the factors outlined in N.C.G.S. 18B-901(c) on the attached page. Use extra sheets if additional space is required and attach all records and/or documents used to arrive at your decision. The mere indication of "NO" without an explanation is an insufficient basis for rejection and cannot be considered by the Commission.

Signature of Designated Official Date

Title of Designated Official

State of North Carolina _____
County

_____ Being duly sworn says that the contents of the foregoing Local Government Opinion are true to his/her own knowledge, except as to matters stated on information and belief, and as to those matter(s) he/she believes them to be true.

Sworn to and subscribed before me this:

Day Month Year

(Notary Public's Signature)

Mr. Potter said he latest bid opening for the Commerce Building was May 9th and no

upset bid was received. Triple Waves had the final bid at \$552,000. They will be at the June 6th Commissioners meeting to explain what they will be doing with the building and employee numbers.

The Planning Board Meeting will be held at the Town Hall in Creswell on Thursday, May 19th and the main focus will be flood maps.

Commissioner Keyes said that she has received several calls asking where the polling places are for voting tomorrow. They are as follows:

Lees Mill	Roper Annex Building
Plymouth (P1)	First Christian Church
Plymouth (P2)	Plymouth Housing Authority
Plymouth (P3)	Victory Christian Fellowship
Scuppernon	Creswell High School
Skinner'sville	Mid-County Volunteer Fire Department

Commissioner Phelps thanked Mr. Potter for getting the work done for the sale of the Veterans Field to PCS. Commissioner Phelps publicly thanked Senator Steinburg for his assistance with this.

Ms. Bennett, Clerk to the Board, noted that she received her Master Municipal Clerk (MMC) Designation from the International Institute of Municipal Clerks (IIMC). She stated it is the highest designation a Clerk can receive. She received her Certified Municipal Clerk (CMC) designation in 2012. It took her 10 years to achieve the MMC.

Ms. Bennett also reminded the Commissioners of the upcoming Assembly Day at the Legislature in Raleigh on June 14. Ms. Bennett said she will register the Commissioners once they let her know they would like to attend.

Vice-Chair Walker commended Ms. Bennett on her accomplishment.

Ms. Bennett also noted that the new Lapel Pins with the new County logo have arrived. She will bring them to the next meeting.

Commissioner Keyes made a motion to go into Closed Session pursuant to NCGS §143-318.11(a)(6) (personnel). Commissioner Sexton seconded. Motion passed unanimously.

Back in Open Session, at 6:50 PM with no further business to discuss, **Commissioner Keyes made a motion to adjourn the meeting. Commissioner Phelps seconded. Motion carried unanimously.**

Julius Walker, Jr.
Vice-Chair

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