

September 6, 2022

The Washington County Board of Commissioners met in a regular meeting on Tuesday, September 6, 2022 at 6:00 PM by using ZOOM—virtual meeting software (due to the COVID-19 pandemic) for Facebook Live Streaming and in person in the Commissioners’ Room, 116 Adams Street, Plymouth, NC. Commissioners Tracey Johnson, Ann Keyes, Carol Phelps, Bill Sexton and Julius Walker, Jr. were present. Also present were County Manager/County Attorney Curtis Potter, Clerk to the Board Julie J. Bennett and Finance Officer Missy Dixon.

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

ADDITIONS/DELETIONS: Chair Johnson requested that in future meetings, we go back to having the Consent Agenda as Item 1 and Public Forum as Item 2 on the Agenda.

Mr. Curtis Potter, County Manager/County attorney stated there was a section on the last page of the document under Other Items: item d) added “or in the alternative” (extra language). He will change out that page.

CONSENT AGENDA: **Commissioner Sexton 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 for August 1, 15 & 24, 2022
- b) Tax Refunds & Releases & Insolvent Accounts
- c) Revised Salary Schedule/Pay Table
- d) SAA Delegates for October Meeting
- e) RESO2022-031 Authorizing Sale of Real Property, 272 N St., Plymouth
RESO2022-034 Remembering 911
- f) RESO2022-035 Authorizing Execution of Deed Regarding the Sale of Real Property
Pursuant to NCGS §158.7.1
- g) RESO2022-036 Proclamation Emergency Preparedness Month
- h) RESO2022-037 Proclamation Constitution Week

Commissioner Phelps seconded. Motion carried unanimously.

PUBLIC FORUM: Mr. Lloyd Jones, Jr. 842 Gourd Neck Road, Roper, spoke to the Board concerning trash pickup. He said this has been an issue with him for a long time because he lives on a dead-end road. There’s not a lot of traffic but he likes it that way. Tuesday is his trash/recycle day. Whoever drives the truck picks up the trash at the roadway, but not down his dead-end road. He’s called the County Manager and left messages. Republic picked up trash on Saturday. He saw the truck today and waved at the truck and then got in his truck and followed them. He stopped them and asked them why they didn’t pick up his trash. They said their boss said not to go up his road and get his trash anymore. Mr. Jones said he is a taxpayer and this isn’t right and he’s fed up. Chair Johnson asked if Mr. Jones reported this. Mr. Jones said he did call the County Manager. Mr. Jones said he wants to talk to whoever owns the company. Chair Johnson said Republic usually comes to the Board’s meeting once a year. Mr. Jones said

it's been going on a long time. Mr. Potter said representatives from Republic will be at the October meeting and Mr. Potter said he can speak his 3 minutes during the Public Forum at that meeting. Mr. Potter also said Republic is having some staffing issues.

DEPARTMENT INFORMATION UPDATE: Chief Deputy Arlo Norman spoke to the Board about the Sheriff's Department. Chief Deputy Norman stated that all officers have completed active shooter training (especially important after the shootings in TX at Robb School). County staff and Commissioners attended as well.

Chief Deputy Norman said he met with the fire chiefs also regarding active shooter training--for traffic and crowd control--same as EMS. Once a scene is secure they would then help with the injured.

Chief Deputy Norman stated that from May 22 - July 22 it costs \$1,000 for one radio. Costs have gone up tremendously and may only be able to order a partial order.

Chief Deputy Norman spoke about the body cams. The Board discussed them with the Sheriff's office about a year and a half ago. The Sheriff's Office was skeptical, but they have seen their value. When the Sheriff's Office receives complaints, they have to investigate every one of them. It took a while for the public to figure out that they had the body cams. Now the Sheriff's Office has less complaints. They have helped in keeping folks honest. Body cams have also showed when an officer was doing something wrong. The truth is seen when watching the footage. Chief Deputy Norman thanked the Commissioners for pushing them to get the body cams.

Chief Deputy Norman then went on to talk about ankle monitors. They have been having some issues with them. It's a big cost. They had 10 of them at \$.70 cent per day per unit when not being used. They were \$3.00 per day per unit when being used. They sent them all back but 2--so they have 2 to use. One person cut one off and left it in Apex, NC (person is now in prison) but the County may not recoup the cost of that one. Chair Johnson said she thought that having someone wear an ankle monitor would save money rather than having them in jail. (\$3/day vs \$75/day) Discussion ensued.

Chief Deputy Norman said that one of the County's deputies just graduated from Martin Community College (MCC). Another one is starting BLET @ MCC.

E911 is fully staffed and have 4 part-timers.
Detention is down 4.
Patrol is down 3.
SRO is down 1.

Raises that were received have helped in recruitment, however, Chief Deputy Norman feels that recruitment as a whole through the country is feeling shortages.

Chief Deputy Norman said he is just a few months shy of 20 years and he's here for the long haul. He wants to train local folks—they are more invested than someone who lives 40-50 miles away. He also mentioned that agencies are competing with higher salaries.

Commissioner Walker asked which school was short an SRO. Chief Deputy Norman said schools can be covered with what we have. Commissioner Sexton asked if pay is the main thing to recruit new officers. Chief Deputy Norman said it's a big thing but maybe not the main thing. He said he hears more when he's just listening than when he is talking to his officers. If their heart isn't in it, they aren't going to stay.

Chief Deputy Norman said he doesn't feel that officers should have to work two jobs to make ends meet.

Mr. Potter mentioned that there is a new law stating new hires in Sheriff's Offices have to undergo a psych evaluation. (Which is also an additional cost.)

Commissioner Keyes said she has worked side by side with officers and said she appreciates all they do for the County because she has witnessed it.

Chair Johnson thanked Chief Deputy Norman for answering her phone calls at 10:00 pm.

Chief Deputy Norman said he feels the folks he has here do want to make a difference.

LATE APPLICATION FOR ELDERLY PROPERTY TAX RELIEF: Ms. Sherri Wilkins, Tax Administrator spoke to the Board and said she received a Late Application for Elderly Property Tax Relief from Ms. Annie Knox. Discussion ensued.

Commissioner Sexton made a motion to approve the Late Application for Elderly Property Tax Relief submitted by Ms. Annie Knox. Commissioner Keyes seconded. Motion carried unanimously.

RESO2022-033 PEA RIDGE TRANSMISSION EXPANSION & PRESENTATION:
Mr. Richard Livingston, Senior Project Manager, spoke to the Board and gave the following presentation.

Pea Ridge
Main
Expansion

Richard Livingston



Project Background



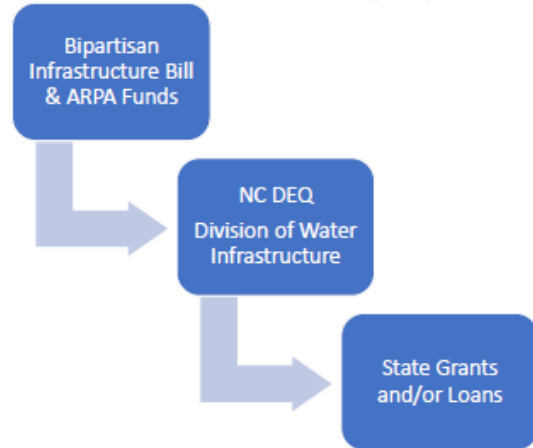
Revisiting Necessity

- Current Demand:
 - Pea Ridge BPS "starves" supply side connections when on. (as low as 18 psi when operational)
 - Demand not met when Pea Ridge tank is being filled.
- Future Demand:
 - 447 Subdivided parcels in the image to the right
 - 1,200 estimated (8/2016) between Pea Ridge and Mackey's Ferry
 - 93% of anticipated development is within proposed area



Additional Financing Strategies

- Project pre-scores at ± 48 points
 - Expansion projects not scored as heavily as replacement/remediation projects
- Applications scoring as low as 40 have been approved during previous cycles.
- Rivers & Associates have agreed to complete the application at no additional up front cost to the County.



Staff Recommendation

- Pass resolution 2022-33 authorizing a DEQ DWI grant application for the project
- Authorize the County Manager to contract with River's and Associates to renew/redo USDA funding application at a cost of ~\$30,000





Questions?



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.



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

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

RESOLUTION 2022-033

APPROVING APPLICATION FOR DEQ DWI FUNDING

WHEREAS, The County of Washington has need for and intends to construct, plan for, or conduct a study in projects described as Pea Ridge Transmission Improvements and Town of Roper Interconnection Repairs, and

WHEREAS, The County of Washington intends to request State loan and/or grant assistance for the projects.

NOW THEREFORE, BE IT RESOLVED, BY THE BOARD OF COMMISSIONERS OF THE COUNTY OF WASHINGTON,

1. That the County of Washington, the Applicant, will arrange financing for all remaining costs of the project, if approved for a State loan and/or grant award.
2. That the Applicant will provide for efficient operation and maintenance of the project on completion of construction thereof.
3. That the Applicant will adopt and place into effect, on or before completion of the project, a schedule of fees and charges and other available funds which will provide adequate funds for proper operation, maintenance, and administration of the system and the repayment of all principal and interest on the debt.
4. That the governing body of the Applicant agrees to include in the loan agreement, a provision authorizing the State Treasurer, upon failure of the County of Washington, to make a scheduled repayment of the loan, to withhold from the County of Washington any State funds that would otherwise be distributed to the local government unit in an amount sufficient to pay all sums then due and payable to the State as a repayment of the loan.

5. If applying for a regional project, that the Applicant will partner and work with other units of local government or utilities in conducting the project, including the Town of Roper.
6. That the County Manager, the Authorized Official, and successors so titled, is hereby authorized to execute and file an application on behalf of the Applicant with the State of North Carolina for a loan and/or grant to aid in the study of, or construction of, the project described above.
7. That the Authorized Official, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project to make the assurances as contained above; and to execute such other documents as may be required in connection with the application.
8. That the Applicant has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, and ordinances applicable to the project and to Federal and State grants and loans pertaining thereto.

ADOPTED this 6th day of September, 2022.

Tracey A. Johnson, Chair
Washington County Board of Commissioners

ATTEST: _____
Julie J. Bennett, MMC, NCMCC
Clerk to the Board

CERTIFICATION BY RECORDING OFFICER

The undersigned duly qualified and acting Clerk to the Board of the Washington County Board of County Commissioners does hereby certify that the above/attached resolution is a true and correct copy of the resolution authorizing the filing of an application with the State of North Carolina, as regularly adopted at a legally convened meeting of the Washington County Board of County Commissioners duly held on the 6th day of September 2022 and further, that such resolution has been fully recorded in the journal of proceedings and records in my office. IN WITNESS WHEREOF, I have hereunto set my hand this 6th day of September 2022.

Julie J. Bennett, MMC, NCMCC

Clerk to the Board

Commissioner Keyes said she didn't have any questions, but said this a good idea and it will help the fire departments also.

Commissioner Sexton asked if the \$30K is due now. Mr. Livingston said yes, but he is trying to see if USDA or NCDEQ will pay for it. If not, then the County will have to pay out of pocket. Commissioner Sexton asked if we had this done years ago, why do we have to re-do it. Mr. Potter noted that a lot changes in 10 years. Mr. Livingston stated that engineering costs have increased also.

Commissioner Keyes made a motion to approve RESO2022-033 Pea Ridge Transmission Expansion. Commissioner Phelps seconded. Motion carried unanimously.

STATE OF EMERGENCY DISCUSSION: Mr. Potter went over the documents in the Commissioners' package below. Mr. Potter said that the Emergency Management Coordinator or the MTW Health Dept. Director do not have an issue with lifting the State of Emergency.

**COUNTY OF WASHINGTON
BOARD OF COMMISSIONERS**

COMMISSIONERS:
TRACEY A. JOHNSON, CHAIR
JULIUS WALKER, JR., VICE-CHAIR
ANN C. KEYES
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JULIE J. BENNETT, CMC, NCMCC
CLERK TO THE BOARD
jbennett@washcomc.org

AGENDA ITEM MEMO

MEETING DATE: September 6th, 2022 **MEMO Date:** September 1st, 2022 **ITEM:**
SUBJECT: Local COVID19 State of Emergency Discussion
DEPARTMENT: EM/Health
FROM: Curtis S. Potter, County Manager/County Attorney (CM/CA)
ATTACHMENTS:
A- Declaration of SOE 3/18/20 (2pages)
B- First Amendment to Declaration of SOE 7/24/20 (4pages)

PURPOSE: To discuss rescinding the local State of Emergency Declaration related to COVID19.

BACKGROUND:

- Refer to attached local declarations for additional background.
- NCDPS EM Director William Rays emailed counties on 8/16/22 to notify us that after 889 days starting on 3/10/20, Governor Cooper announced the end of the State of Emergency for COVID-19 effective 8/16/22.
- The North Carolina Department of Health and Human Services is moving many of the COVID-specific work streams into their daily operations.
- State Emergency Management is adjusting its unified command operational tempo to appropriately meet the needs of local communities and SERT partners, but also balance other ongoing operations and needs for the Division and SERT.

FINANCIAL ANALYSIS/IMPACTS: N/A

STAFF DISCUSSION & ANALYSIS:

- Staff is not aware of any negative health or financial impacts related to lifting/rescinding the local Declaration of Emergency for COVID19.

STAFF RECOMMENDATION(S):

- Discuss the pros/cons of lifting the local COVID19 related Declaration of a State of Emergency, and unless otherwise decided by the Board, **STAFF RECOMMENDS VOTING TO LIFT THE LOCAL DECLARATION OF STATE OF EMERGENCY FOR COVID19.**



DECLARATION OF A STATE OF EMERGENCY

Effective: Wednesday, March 18th, 2020 @ 10:00 AM

WHEREAS, COVID-19 is a respiratory disease that can result in serious illness or death, which is a new strain of coronavirus previously unidentified in humans and which can spread from person to person; and

WHEREAS, on March 10th, 2020, the State of North Carolina through the Office of Governor, Roy Cooper, issued Executive Order No. 116 titled "Declaration of a State of Emergency to Coordinate Response and Protective Actions to Prevent the Spread of Covid-19"; and

WHEREAS, on March 13th, 2020, the United States of America through the Office of President, Donald Trump, issued a Proclamation Declaring a National Emergency Concerning the Novel Coronavirus Disease (COVID-19) Outbreak; and

WHEREAS, in consultation with local, state, and federal health care professionals and based upon guidance from the Centers for Disease Control (CDC) and NC Department of Health & Human Services (NCDHHS) arrangements must be made immediately to take such actions as are deemed necessary to protect and preserve public safety; and

WHEREAS, as a result of the above-described disaster, I have determined that there is an imminent threat of, or existing conditions have caused or will cause, widespread or severe damage, injury, or loss of life or property, and public safety authorities will be unable to maintain public order or afford adequate protection for lives or property; and

WHEREAS, declaring a State of Emergency and imposing the restrictions and prohibitions ordered herein is necessary to maintain order and protect public health, safety, and welfare, and to secure property.

NOW, THEREFORE, pursuant to the authority vested in me as the Chairman of the Board of Commissioners of Washington County under Article 1A of Chapter 166A of the North Carolina General Statutes and the Washington County State of Emergency Ordinance:

Section 1. A State of Emergency is hereby declared within the jurisdiction of Washington County as more particularly described in Section 2 below.

Section 2. The emergency area covered by this state of emergency shall be:

- All unincorporated areas within the jurisdiction of Washington County;
- All areas within the jurisdiction of Washington County
(At the request and consent of the Mayors).

Section 3. The following specific restrictions and prohibitions are imposed:

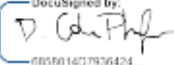
- No Specific Restrictions or Prohibitions Are Imposed at This Time.**

Section 4. I hereby order all law enforcement officers and employees and all other emergency management and/or emergency response personnel subject to our control to cooperate in the enforcement and implementation of the provisions of this Declaration, all applicable local ordinances, state and federal laws, and the Washington County Emergency Operations Plan.

Section 5. I hereby order this declaration: (a) to be distributed to the news media and other organizations calculated to bring its contents to the attention of the general public; (b) to be filed with Clerk to the Washington County Board of County Commissioners; (c) to be posted at the Washington County Courthouse; and (d) to be distributed to others as necessary to ensure proper implementation of this declaration.

Section 6. This declaration shall take effect on the date and time specifically indicated in the heading hereof, and shall remain in effect until modified or rescinded.

DECLARED this 18th day of March, 2020

DocuSigned by:

003014C7930424

D. Cole Phelps, Esq.
Chairman of the Washington County Board of Commissioners

ATTEST:

DocuSigned by:

E81CCDE71263414

Julie J. Bennett, CMC, NCMCC
Clerk to the Washington Board of County Commissioners



FIRST AMENDMENT

Effective: Friday, July 24th, 2020 @ 8:30AM

to the

DECLARATION OF A STATE OF EMERGENCY

Effective: Wednesday, March 18th, 2020 @ 10:00 AM

WHEREAS, COVID-19 is a respiratory disease that can result in serious illness or death, which is a new strain of coronavirus previously unidentified in humans and which can spread from person to person; and

WHEREAS, on March 10th, 2020, the State of North Carolina through the Office of Governor, Roy Cooper, issued Executive Order No. 116 titled "Declaration of a State of Emergency to Coordinate Response and Protective Actions to Prevent the Spread of COVID-19"; and

WHEREAS, on March 13th, 2020, the United States of America through the Office of President, Donald Trump, issued a Proclamation Declaring a National Emergency Concerning the Novel Coronavirus Disease (COVID-19) Outbreak; and

WHEREAS, in consultation with local, state, and federal health care professionals and based upon guidance from the Centers for Disease Control (CDC) and NC Department of Health & Human Services (NCDHHS) arrangements must be made immediately to take such actions as are deemed necessary to protect and preserve public safety; and

WHEREAS, as a result of the above-described disaster, on March 18th, 2020 pursuant to the authority vested in me as the Chairman of the Board of Commissioners of Washington County under Article 1A of Chapter 166A of the North Carolina General Statutes and the Washington County State of Emergency Ordinance, a Declaration of a State of Emergency was declared for the reasons more particularly described therein; and

WHEREAS, there appears to be substantial and increasing scientific evidence to conclude that the wearing of face coverings in common areas and other public places, and particularly among individuals in close proximity to one another for any extended period of time significantly slows and limits the spread of COVID-19, which has led to an increasing amount of medical guidance from the CDC and NCDHHS to recommend the public routinely follow such practices; and

WHEREAS, on June 24, 2020, North Carolina Governor Roy Cooper issued Executive Order No. 147 which requires the use of face coverings while in public spaces and in certain businesses and facilities; and

WHEREAS, on July 16, 2020, Chief Justice Beasley of the Supreme Court of North Carolina issued Emergency Directive 21 which requires the use of face coverings while in the common areas of, or interacting with other persons, within any court facilities; and

WHEREAS, there is some ambiguity as to the applicability of such orders in certain county owned or controlled facilities; and

WHEREAS, as Chairman of the Washington County Board of Commissioners, after consulting with local healthcare officials, I desire to extend the certain face covering requirements of Executive Order No. 147 to all Washington County buildings and facilities; and

NOW THEREFORE, pursuant to the authority vested in me as the Chairman of the Washington County Board of Commissioners under Article 1A of Chapter 166A of the North Carolina General Statutes and the Washington County State of Emergency Ordinance I hereby proclaim and declare that the Declaration of a State of Emergency previously declared on March 18, 2020 is hereby amended as follows:

1. A new Subsection (A) (Wearing of Face Coverings) is hereby added to Section 3 of the Original Declaration of a State of Emergency to read as follows:

A. WEARING OF FACE COVERINGS:

- i. Except as specifically stated herein, all members of the public who are present in any Washington County owned or controlled building or facility are required to wear a clean face covering. A face covering is a material that covers the nose and mouth. It can be secured to the head with ties or straps or simply wrapped around the lower face. It can be made of a variety of materials such as cotton, silk, or linen. A cloth covering may be factory-made or sewn by hand or can be improvised from household items such as scarfs, T-shirts, sweatshirts, or towels. While wearing a face covering, it is still essential to maintain social distance insofar as possible.
- ii. Social Distance shall be construed as the amount of distance between persons (or any other specific guidance or parameters established for measuring or maintaining social distance) as defined or established by the current parameters of any of the following sources listed by decreasing order of priority, and as each may be modified or amended from time to time:
 1. Social Distancing Parameters established by any Executive Order issued by the Governor of the State of North Carolina, and


2. Social Distancing Parameters established within any guidance provided by the North Carolina Department of Health and Human Services (NCDHHS), and
 3. Social Distancing Parameters established within any guidance provided by the Centers for Disease Control (CDC),
- iii. Exceptions: Face coverings shall not be required for the reasons listed below, nor for any other reasons established as exceptions to the requirements that face coverings be generally worn in public settings by any applicable Executive Orders issued by the Governor of the State of North Carolina:
1. Persons whose religious beliefs prevent them from wearing a face covering.
 2. Persons who cannot wear a face covering due to a medical or behavioral condition.
 3. Children under 12 years of age.
 4. While temporarily removed to consume food or beverage provided social distancing can be maintained during such consumption.
 5. In private, individual offices where there is not regular interaction with the general public, and where social distancing can be maintained.
 6. When complying with directions of law enforcement officers.
 7. In settings where it is not practical or feasible to wear a face covering, subject to review and approval by the Public Health Director or County Manager.


Anyone who declines to wear a face covering for these reasons shall not be required to produce documentation or any other proof of any exempt condition.

If an individual states that an exemption applies, County staff may choose to offer a reasonable measure approved by the County Manager to deliver any County services via alternative means to avoid unnecessary exposure.

- iv. Applicability: The requirements established in this amended order shall supplement and be in addition to the other requirements associated with the COVID-19 State of Emergency within the County, including, but not limited to, any requirements established by the State of North Carolina.
- v. Enforcement: Any individual who willfully disregards or fails to comply with these provisions shall be asked to exit the county building or facility. Refusal to exit said building or facility may result in the treatment of such individuals presence as an unauthorized trespass and may be subject to civil or criminal remedies including without limitation criminal prosecution to the fullest extent permitted by law.
- vi. Effective Date and Time: This Amendment shall take effect as of the date and time first stated above, and shall remain in effect until modified or rescinded.

HEREBY DECLARED THIS THE 23RD DAY OF JULY, 2020

BY: 
D. Cole Phelps, Chairman
Washington County Board of Commissioners

ATTEST: 
Julie J. Bennett, CMC, NCMCC
Clerk to the Washington Board of County Commissioners

Commissioner Sexton made a motion to lift the Washington County State of Emergency that was in place due to COVID-19. Commissioner Keyes seconded. Motion carried unanimously.

FINANCE OFFICER'S REPORT: Ms. Dixon said the budget transfers, budget amendments and the financial report were in the Commissioners' package.

Washington County
BUDGET TRANSFER

BT #: 2022 - 135

To: Board of Commissioners
From: Curtis Potter, County Manager
 Missy Dixon, Finance Officer
Date: June 30, 2022
RE: Water/Landfill

RECEIVED
 AUG 10 2022

Washington County Manager's Office

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

| Account Code | Description | Old | + or (-) | New |
|-----------------|---|-------------------|------------|-------------------|
| 33-8100-601 | Designated for Future Appropriation | 31,022.00 | (4,283.00) | 26,739.00 |
| 33-8100-600 | Capital Project - C&D Landfill Expansion | 97,908.00 | 4,283.00 | 102,191.00 |
| Landfill | | | | |
| 35-7135-600 | Designated for Future Appropriation | 37,870.00 | (3,315.00) | 34,555.00 |
| 35-7130-010 | Water Operations - Salaries & Wages - Regular | 202,064.00 | 3,315.00 | 205,379.00 |
| Water | | | | |
| | | 368,864.00 | - | 368,864.00 |

Justification:

This transfer is to move monies into the Landfill Capital Project Expansion Line to cover the costs to make a year end entry to transfer the previous Construction in Progress entry back to the expansion line after talking with the auditors. This transfer also moves monies into the Water Operations Regular Salary line to cover the year end push back entry for 6/16-6/30 payroll.

Budget Officer's Initials CP

Approval Date: 8/10/22

Initials: MD
 Batch #: 2022-135
 Date: 8/10/22

Washington County
BUDGET TRANSFER

To: Board of Commissioners
From: Curtis Potter, County Manager
 Missy Dixon, Finance Officer
Date: June 30, 2022
RE: Capital Outlay - Schools

BT #: 2022 - 136

RECEIVED
 AUG 10 2022

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

Washington County Manager's Office

| Account Code | Description | Old | + or (-) | New |
|---------------------------------|---|------------------|------------|------------------|
| 21-8000-600 | Designated for Future Appropriation-BOE | 65,000.00 | (4,906.00) | 60,094.00 |
| 21-5912-690 | Capital Outlay Schools - Legal Services | - | 4,906.00 | 4,906.00 |
| Capital Outlay - Schools | | 65,000.00 | - | 65,000.00 |

Justification:

This transfer is to move monies into the Legal Services Line to pay for the services of Sanford Holshouser LLP for the timeframe of March - June 2022. These legal services have been provided as part of the work on the new PreK-12 School.

Budget Officer's Initials CEP

Approval Date: 8/10/22

Initials: [Signature]
 Batch #: 2022-136
 Date: 8/10/2022

Washington County
BUDGET TRANSFER

To: Board of Commissioners
From: Curtis Potter, County Manager
Missy Dixon, Finance Officer
Date: August 2, 2022
RE: Contingency/GIS

BT #: 2023 - 024
RECEIVED
AUG 02 2022

Washington County Manager's Office

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

| Account Code | Description | Old | + or (-) | New |
|------------------------|-----------------------------|------------------|------------|------------------|
| 10-9990-000 | Contingency | 28,927.00 | (1,000.00) | 27,927.00 |
| 10-4915-260 | GIS - Departmental Supplies | - | 1,000.00 | 1,000.00 |
| Contingency/GIS | | 28,927.00 | - | 28,927.00 |

Justification:

This transfer is to replenish the departmental supplies line that had an original budget of \$2,100. The original budget was previously moved to cover the costs of the salary, vacation, and benefits payout for the prior GIS Director upon retirement.

Budget Officer's Initials CSJ

Approval Date: 8/2/22

| | |
|-----------|----------|
| Initials: | MD |
| Batch #: | 2023-024 |
| Date: | 8/2/2022 |

Washington County
BUDGET TRANSFER

To: Board of Commissioners

BT #: 2023 - 025

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

Date: August 4, 2022

RE: Contingency/Board of Elections

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

| Account Code | Description | Old | + or (-) | New |
|---------------------------------------|--|------------------|------------|------------------|
| 10-9990-000 | Contingency | 27,927.00 | (6,061.00) | 21,866.00 |
| 10-4170-360 | Board of Elections - Contracted Services | 13,338.00 | 3,520.00 | 16,858.00 |
| 10-4170-260 | Board of Elections - Departmental Supplies | 11,580.00 | 2,541.00 | 14,121.00 |
| Contingency/Board of Elections | | 52,845.00 | - | 52,845.00 |

Justification:

This transfer is to budget for funds for the Soundside IT equipment and ongoing support services related to the Elections move to Roper. The monies being moved to Departmental Supplies are to cover the known IT equipment upgrades and installation plus a few additional funds to cover the potential costs of a new switch and/or ethernet cabling installation. Monies being transferred to Contracted Services are for the IT Support Costs. Previously monies were transferred on BT# 2023-023 however there was a change in vendor which created the need to increase the transfer previously done.

Budget Officer's Initials CDP

RECEIVED
AUG 04 2022

Approval Date: 8/4/22

Washington County Manager's Office

Initials: MD
Batch #: 2023-025
Date: 8/4/2022

Washington County
BUDGET TRANSFER



BT #: 2023 - 026

To: Board of Commissioners
From: Curtis Potter, County Manager
Missy Dixon, Finance Officer
Date: August 10, 2022
RE: Capital Outlay - Schools

Washington County Manager's Office

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

| Account Code | Description | Old | + or (-) | New |
|---------------------------------|---|-------------------|-------------|-------------------|
| 21-8000-600 | Designated for Future Appropriation - BOE | 720,000.00 | (40,000.00) | 680,000.00 |
| 21-5912-690 | Capital Outlay Schools - Legal Services | - | 40,000.00 | 40,000.00 |
| Capital Outlay - Schools | | 720,000.00 | - | 720,000.00 |

Justification:

This transfer is to budget for FY 2022-2023 anticipated expenses for legal services provided in conjunction with the work towards building the new PreK-12 School.

Budget Officer's Initials CBP

Approval Date: 8/10/22

Initials: MP
Batch #: 2023-026
Date: 8/10/2022

Washington County
BUDGET TRANSFER

To: Board of Commissioners
 From: Curtis Potter, County Manager
 Missy Dixon, Finance Officer
 Date: August 29, 2022
 RE: Recreation/Transfers

BT # 2023 - 027
RECEIVED
 AUG 29 2022

Washington County Manager's Office

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

| Account Code | Description | Old | + or (-) | New |
|-----------------------------|----------------------------------|-------------------|-------------|-------------------|
| 10-6120-660 | Recreation-PARTF Grant Match | 10,000.00 | (10,000.00) | - |
| 10-9800-058 | Transfer to Projects/Grants Fund | 600,000.00 | 10,000.00 | 610,000.00 |
| Recreation/Transfers | | 610,000.00 | - | 610,000.00 |

Justification:

This transfer is to move the budget for the approved Recreation PARTF Grant Match from Recreation to the Projects/Grants Fund to be able to transfer those monies in a permanent holding place until such time as they are needed for the match.

Budget Officer's Initials MSD

Approval Date: 8/29/22

Initials: MSD
 Batch #: 2023-027
 Date: 8/30/2021

Washington County
BUDGET AMENDMENT

To: Board of Commissioners

BA #: 2023- 028

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

Date: September 6, 2022

RE: Facility Services/Sheriff/Senior Center

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

| Account Code | Description | Old | + or (-) | New |
|--------------------------|--|------------------|-------------|------------------|
| 10-3353-000 | Insurance Claims | - | (4,743.00) | (4,743.00) |
| 10-4265-256 | Facility Services - Insurance Claims | 13,633.00 | 4,743.00 | 18,376.00 |
| Facility Services | | | | |
| 10-3540-070 | Donations - Animal Control | - | (500.00) | (500.00) |
| 10-4310-601 | Donations - Animal Control | 811.00 | 500.00 | 1,311.00 |
| 10-3540-020 | Gun Permits Discretionary-County Portion | (350.00) | (630.00) | (980.00) |
| 10-4310-611 | Gun Permits Discretionary-County Portion | 35,210.00 | 630.00 | 35,840.00 |
| 10-3540-030 | Gun Permits-State Portion | (435.00) | (760.00) | (1,195.00) |
| 10-4310-612 | Gun Permits-State Portion | 1,570.00 | 760.00 | 2,330.00 |
| 10-3540-040 | Finger Printing | (100.00) | (150.00) | (250.00) |
| 10-4310-613 | Finger Printing | 4,305.00 | 150.00 | 4,455.00 |
| 10-3540-081 | Sheriff JAG Grants | (29,130.00) | 25,000.00 | (4,130.00) |
| 10-4310-903 | FY23 Sheriff JAG Grant | 25,000.00 | (25,000.00) | - |
| Sheriff | | | | |
| 10-3509-010 | Senior Center Trips | (169.00) | (398.00) | (567.00) |
| 10-5150-380 | Senior Center Trips | 3,745.00 | 398.00 | 4,143.00 |
| 10-3509-020 | Senior Center Donations | - | (92.00) | (92.00) |
| 10-5150-650 | Senior Center Donations | 4,295.00 | 92.00 | 4,387.00 |
| Senior Center | | | | |
| Balanced: | | 58,385.00 | - | 58,385.00 |

Justification:

This amendment is to place insurance claim monies into budget in order to repair a charger damaged due to a collision that was not the fault of the county employee. This amendment also places additional revenues received for Animal Control Donations, Gun Permitting, Finger Printing, Senior Center Trips and Senior Center Donations into budget. As part of this amendment, we are reducing the FY23 Sheriff's JAG Grant line as the county was not awarded a grant in this round of funding.

Approval Date: _____

Bd. Clerk's Init: _____

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| Initials: | |
| Batch #: | |
| Date: | |

Washington County
BUDGET AMENDMENT

To: Board of Commissioners

BA #: 2023- 029

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

Date: September 6, 2022

RE: SS Economic Support

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

| Account Code | Description | Old | + or (-) | New |
|----------------------------|----------------------------------|-----------------------|------------|-----------------------|
| 10-3490-000 | DSS-Administration Reimbursement | (2,815,016.00) | (4,500.00) | (2,819,516.00) |
| 10-5380-383 | Special Links (100%) | 1,000.00 | 4,500.00 | 5,500.00 |
| SS Economic Support | | | | |
| Balanced: | | (2,814,016.00) | - | (2,814,016.00) |

Justification:

This amendment is to increase the budget in the Special Links line due to notification from NC DHHS of an increase in our funding allocation.

Approval Date: _____

Bd. Clerk's Init: _____

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| Initials: | _____ |
| Batch #: | _____ |
| Date: | _____ |

Washington County
BUDGET AMENDMENT

To: Board of Commissioners

BA #: 2023- 030

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

Date: September 6, 2022

RE: Recreation/Water

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

| Account Code | Description | Old | + or (-) | New |
|-------------------|--|-----|--------------|--------------|
| 10-3361-013 | NCDEQ Grant-Recreation-Volkswagon Settlement | - | (110,098.00) | (110,098.00) |
| 10-6120-693 | NCDEQ Grant-Recreation-Volkswagon Settlement | - | 110,098.00 | 110,098.00 |
| Recreation | | | | |
| 35-3790-020 | NCDEQ Grant-Asset Inventory Assessment | - | (237,000.00) | (237,000.00) |
| 35-7130-690 | NCDEQ Grant-Asset Inventory Assessment | - | 237,000.00 | 237,000.00 |
| Water | | | | |
| Balanced: | | - | - | - |

Justification:

This amendment is to budget for two grants that have been awarded to Washington County. The first is a grant to Recreation to replace our much older bus with a new more environmentally friendly bus. The second is a grant to the Water System to help conduct an Asset Inventory Assessment which will help determine the age and needs of our water infrastructure, help with development of a capital improvement plan and strategic planning and with the purchase of hardware/software for asset management purposes.

Approval Date: _____

Bd. Clerk's Init: _____

Initials:

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Washington County
BUDGET AMENDMENT

To: Board of Commissioners

BA #: 2023- 031

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

Date: September 6, 2022

RE: OPIOID Settlement Funds

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

| Account Code | Description | Old | + or (-) | New |
|--------------------------------|---|-----|-------------|-------------|
| 50-3000-001 | Opioid Settlement Distribution | - | (59,186.00) | (59,186.00) |
| 50-4100-001 | 2nd Judicial Dist Drug Rec Court Contribution | - | 5,000.00 | 5,000.00 |
| 50-9990-000 | Contingency | - | 54,186.00 | 54,186.00 |
| OPIOID Settlement Funds | | | | |
| Balanced: | | - | - | - |

Justification:

This amendment is to budget for revenues already received along with anticipated revenues that will come in prior to fiscal year end from the Opioid Distribution Settlement Fund.

Approval Date: _____

Bd. Clerk's Init: _____

Initials:

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Batch #:

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Washington County
BUDGET AMENDMENT

To: Board of Commissioners

BA #: 2023- 032

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

Date: September 6, 2022

RE: EMS

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

| Account Code | Description | Old | + or (-) | New |
|------------------|----------------------------|---------------------|-------------|---------------------|
| 37-3902-000 | Fund Balance Appropriation | (514,236.00) | (10,100.00) | (524,336.00) |
| 37-4330-652 | DUKE RACE-CARS Grant | - | 7,100.00 | 7,100.00 |
| 37-4330-653 | UNC PECC+ Program Grant | - | 3,000.00 | 3,000.00 |
| EMS | | | | |
| Balanced: | | (514,236.00) | - | (514,236.00) |

Justification:

This amendment is to budget for unspent revenues received prior to fiscal year end 2022 on two EMS grants that were previously awarded.

Approval Date: _____

Bd. Clerk's Init: _____

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| Initials: | |
| Batch #: | |
| Date: | |

Washington County
BUDGET AMENDMENT

To: Board of Commissioners

BA #: 2023- 033

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

Date: September 6, 2022

RE: Airport Grants/Projects & Grants Fund

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

| Account Code | Description | Old | + or (-) | New |
|---------------------------------------|-----------------------------------|--------------|--------------|--------------|
| 38-3800-000 | Appropriated Fund Balance | (45,000.00) | (300,000.00) | (345,000.00) |
| 38-9800-058 | Transfer to Projects/Grants Fund | - | 300,000.00 | 300,000.00 |
| | | | | |
| 58-3980-038 | Transfer from Airport Grants Fund | - | (300,000.00) | (300,000.00) |
| 58-3990-000 | Appropriated Fund Balance | (349,936.00) | 300,000.00 | (49,936.00) |
| Airport Grants/Projects & Grants fund | | | | |
| | Balanced: | (394,936.00) | - | (394,936.00) |

Justification:

This amendment is to budget to transfer Airport Fund Balance over to the Projects/Grants Fund to use as part of the match required by the Direct State Appropriation awarded to the County to construct a new Aviation/Emergency Services Building in the near future. This fund balance is monies that were never properly moved over to the general fund when the old airport Runway 21 Taxiway Project was completed back in 2015 and therefore are available for use towards this grant match.

Approval Date: _____

Bd. Clerk's Init: _____

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| Initials: | |
| Batch #: | |
| Date: | |

Commissioner Keyes said she appreciates the justifications that Ms. Dixon gives on all the BA's/BT's.

Chair Johnson said she has a question regarding BT# 2023-27 and the PARTF grant. Chair Johnson asked if this money is going to be moved to the grant fund. Mr. Potter said money not spent at the end of the year goes back into the general fund. Each year \$10K is taken out of the general fund and put in a special projects fund. It is transferred from the Recreation part of the general fund and then put into fund 58. Chair Johnson said the Board was making an

intentional effort to put money aside for being able to match the PARTF grant when the County is able. Chair Johnson said the PARTF grant should have its own account so that money doesn't get away. Mr. Potter said there is a line item that has \$40K for the PARTF grant. Chair Johnson said the intention was that the County would finally be able to get that grant by putting aside money just for PARTF.

Commissioner Sexton made a motion to approve the budget amendments/ transfers as presented above. Commissioner Phelps seconded. Motion carried unanimously.

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

- ABC Board Budget Amendment—Ms. Bennett, Clerk to the Board stated that this amendment was just for information.
- Purchasing Policy—Mr. Potter said the County suspended its local purchasing policy during the State of Emergency for COVID-19. Mr. Potter is in the process of revising it and it will be on the October meeting's agenda.
- NCACC Legislative Goals—Mr. Potter said the deadline is September 12 for these goals.
- METCON School Construction Contract—Mr. Potter said he will discuss this in Closed Session.

Other items from Mr. Potter:

- Update on School:
Mr. Potter said there was a meeting held last Wednesday. Reasons related to parking will be flip-flopped. Will share new diagram when available. State of Public Instruction asked us to update our form with them. They changed some wording and matching funds is no longer an issue. School Board received permission from DPI to begin to use ESSR funds on hand to pay the design architect. ~\$3.5M will be paid by ESSR funds and the County will use grant funds for the remaining .5M. With a change to the architect's section, the funding agreement will be ready to put into action. Application for demolition has been submitted to DPI. They have to approve any demolition of any school. Things are moving forward with the acquisition of the additional property. Follow-up meeting set up with Davenport Financial and Bob Jessup for next week. The Working Committee will meet in a week and a half. Phase II application has been submitted.
- Mr. Potter said that Washington County has been awarded \$2.8M but will require a match for a GREAT grant. Will continue to monitor where we go from here.
- Regionalized Rural Partners Network—Mr. Potter said Washington County has been selected to participate in an initiative through the USDA—Mr. Reginald Speight's office. If Washington County is selected, some physical person would be hired to work in the State office of USDA who would be looking for federal grants. It is a competitive process. Informational meeting next week. Mr. Potter said he will attend.

➤ Cameron Birtcher is the new LNCF started last Thursday.

Commissioner Keyes noted that she attended the Active Shooter Training and the 100-year celebration for the Plymouth Volunteer Fire Department.

Commissioner Walker said he, too, attended the Active Shooter Training. He said it was informative and scary.

Chair Johnson thanked the Board for coming to her installation as President of the NCACC. She said she has also been asked to attend a leadership school at Duke University and they assigned her a buddy, Kasey, the Chief of Staff of Golden Leaf. Chair Johnson also thanked everyone for cards/letter/texts after her accident and also gave thanks to Commissioner Keyes for coming to her rescue and thanks to her Clerk for the things she has taken care of for her.

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 Sexton seconded. Motion carried unanimously.

Back in Open Session, Mr. Potter asked the Board for permission to spend over \$90K for radios and ambulances. **Commissioner Sexton made the motion to giving the County Manager permission to spend over \$90K for radios and ambulances. Commissioner Phelps seconded. Motion carried unanimously.**

Commissioner Sexton said it has been brought to his attention that the RPO needs to be brought into discussions regarding HWY 64 in front of the new school and a back access off of HWY 45.

Commissioner Keyes asked about the new building at the airport. Mr. Potter said he met with Ms. Moscato this morning about starting to draw down money for the multipurpose building at the airport. He would also like to hire a project manager for this project. They want to see a scope that shows what the building will be used for—a Washington County EMS Facility. But the document sent to the legislators said an Airport-EM Services building. The Project budget is \$3.9M.

Commissioner Phelps said that on 10/22 there will be an event at Ruritans from 12:00 noon – 6:00 PM.

Chair Johnson mentioned having a Green Light Week for Veteran's Day where all County buildings would have green lights on that week.

Commissioner Phelps said that the Veterans Day celebration will be held in Creswell 11/11/2022 @ 11:00 AM.

Commissioner Keyes mentioned the Roper Peanut Festival is this Saturday. Commissioner Keyes will pick up the key for the Durango on Friday.

Chair Johnson said concerning the County's Legislative Goals, she would like the County to make a goal regarding scrap tires.

Mr. Potter noted that he thinks that Mr. Bob Steinburg (former Senator) will be asking Washington County to hire him as a lobbyist @ ~\$3K/month.

With no further business to discuss, **Commissioner Phelps made a motion to adjourn the meeting. Commissioner Keyes seconded. Motion carried unanimously.**

Tracey A. Johnson
Chair

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