

October 3, 2022

The Washington County Board of Commissioners met in a regular meeting on Monday, October 3, 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; County Manager Potter led the Pledge of Allegiance.

ADDITIONS/DELETIONS: Mrs. Bennett, Clerk to the Board mentioned that the Board had in front of them Item 7, the presentation for the Landfill Departmental Update and also an additional Budget Transfer #2023-041.

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 for September 6, 2022
- b) Tax Refunds & Releases & Insolvent Accounts
- c) RESO 2022-038 Proclamation: Fire Prevention Week
- d) RESO 2022-039 Proclamation: National Breast Cancer Awareness Month
- e) RESO 2022-040 Proclamation: Domestic Violence Awareness Month
- f) RESO 2022-041 Authorizing Sale of Real Property, SR 1126/ SR 1164 (Weston Road), By Electronic Public Auction Pursuant to G.S. 160 A-270
- g) RESO 2022-042 Proclamation: Supporting Operation Green Light for Active Military Service Members in Transition to Civilian Life (Veteran Status)
- h) RESO 2022-043 Adopting & Updating Washington County Procurement & Purchasing Policy

**Commissioner Phelps seconded. Motion carried unanimously.**

PUBLIC FORUM: Mr. Lloyd Jones, Jr., 842 Gourd Neck Road, Roper wanted to talk about trash and recycling with Republic. He said he gets very poor service; however, he gets better service on trash than recycling. Sometimes no recycling gets picked up, so he's having problems with that. He said Republic is trying to use the pandemic saying they couldn't get employees. Mr. Jones said he had someone come out to his house from Republic with one of the drivers and said that she wouldn't be coming back up his road. He said he get very sporadic service. Mr. Jones said another lady came up there and Mr. Jones was in the road and saw her getting ready to turn around and he got in his truck and followed her up Smith Road and blocked her so he could talk to her. He said they need a training program for them to do recycling. They dump it right in the trash.

Mr. Jones said he is trying to be patriotic and recycle. He said he's not trying to get anyone fired, but if his boss told him not to do something, he'd probably do the same thing. But if that is what is happening, then something needs to change. Mr. Jones said that what he pays for trash is going to pay for their salaries.

DEPARTMENT INFORMATION UPDATE: Mr. Danny Reynolds, Landfill Supervisor spoke to the Board about the Landfill and gave the following presentation. Mr. Reynolds also stated that a list of what the Landfill will accept and won't accept is listed on the County's Landfill web page.

# Landfill Departmental Update

Danny Reynolds



# Introduction

- Danny Reynolds, Landfill Supervisor
- Construction and Demolition Landfill
- 8:30 – 4:30 M-F, 8-1 on Saturday

718 Landfill Road  
Roper, NC 27970

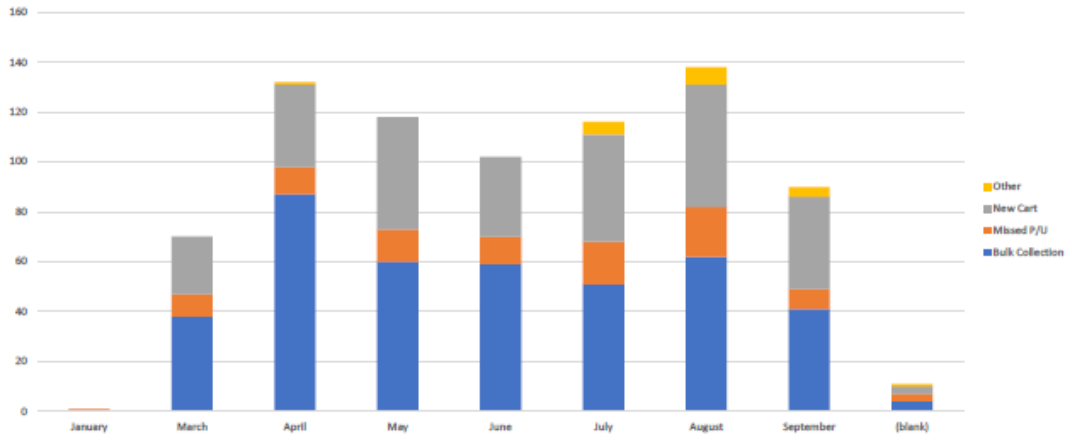


# Current Responsibilities

- Scales
- Trash Service Requests
- Grounds Maintenance
  - Pushing up
  - Mowing
- Paperwork and Reporting
  - Monthly
  - Quarterly
  - Yearly



# Trash Service Request



# Recent Upgrades



- Exterior Siding
- Floors
- Internet
- Camera System

# Siding



# Floors



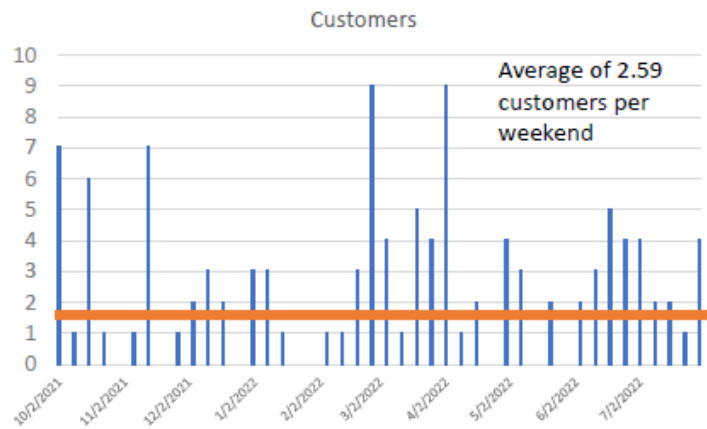
# Cameras



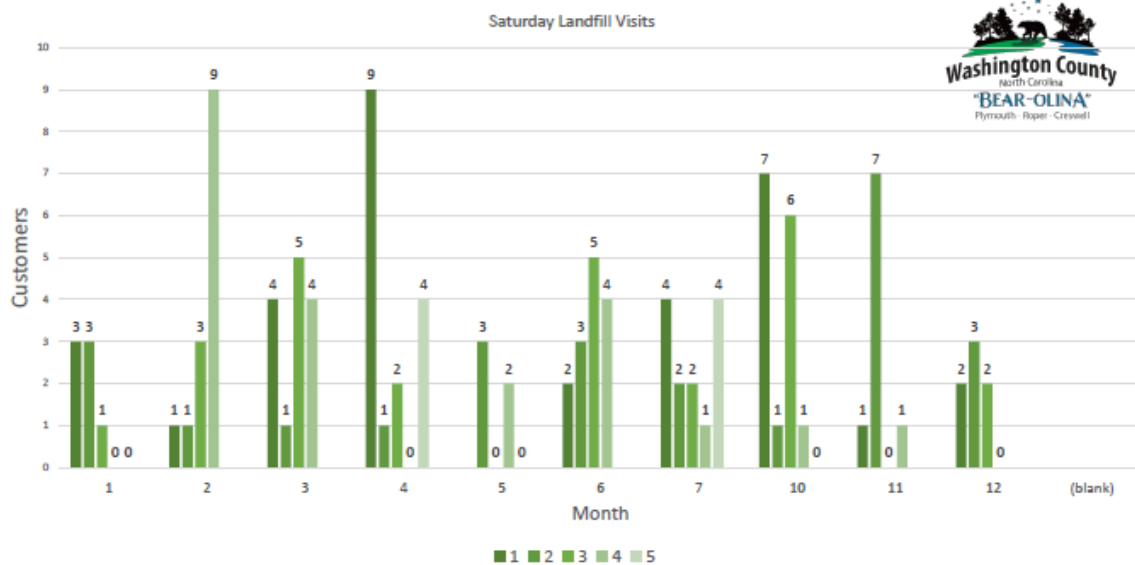
# Recommendation



- Close landfill on Saturdays
  - # of customers does not warrant being open
  - Additional workload of trash service necessitates having two people at the landfill as much as possible



# Questions?



Mr. Reynolds talked about the graph above showing Saturday landfill visits. Based on this data, he is recommending that the Landfill start closing on Saturdays.

Commissioner Keyes said that she called the landfill one day to have some debris removed from her yard at 4:30 pm and it was picked up at 7:30 am the next morning. She was pleased.

Commissioner Sexton asked about the holidays coming up. Does Mr. Reynolds see that those times could be busier and maybe the landfill should be open on Saturday?

Mr. Potter said that Mr. Reynolds did a good job on his presentation and has been talking about closing on Saturdays for a while now. A compromise could be to be open the 1st Saturday of every month.

**Commissioner Phelps made a motion for the Landfill to be open on the first Saturday of every month (starting in November).** Discussion ensued. This will be done on a trial basis based on feedback from the public. **Commissioner Keyes seconded. Motion carried unanimously.**

**REPUBLIC SERVICES UPDATE:** Mr. Chris Wilson, Republic Services Manager, Municipal Services spoke to the Board. He introduced Mr. Mark Chapman, the General Manager and Mr. Pat Patrick, the local Operations Manager. Mr. Wilson said they are trying to do their best. They are dealing with people and equipment in an imperfect world. Mr. Chapman stated that he started back in April 2022. Republic has had some staffing challenges. They have currently hired new staff and have increased salaries. They are investing in their employees. Mr. Chapman noted that from January – September they picked up 383,000 carts and only missed 95. Their goal is to have 0 missed! He said they will continue to invest in their people and their equipment. Safety is their #1 priority. Republic will not put drivers in harms way. Mr. Chapman noted that Republic has completed a route audit and will share those details at a later date. Mr. Patrick told the Commissioners that trash pickup days are Monday, Tuesday, Thursday and Friday. Recycling is picked up on Tuesday and Thursday. Carts are delivered on Wednesday.

Commissioner Sexton stated that the County has had all kinds of trash pickup through the years. He feels that the having Republic is the best thing going for our trash right now. He is very satisfied with Republic and appreciates what they do.

Commissioner Keyes said she has been around for a while and knows it takes time to overcome challenges.

Chair Johnson thanked the representatives from Republic for coming to the meeting tonight.

**INFORMATION ON RAMSAR & LETTER OF SUPPORT:** Ms. Rebekah Martin, Project Leader, US Fish & Wildlife Service spoke to the Board. She introduced Ms. Sarah Ward, Ecologist with the US Fish & Wildlife Service and Ms. Wendy Stanton, Pocosin Lakes Refuge Manager. Ms. Martin said she is over nine (9) refuges in NC and her office is located in Manteo. She wants to overcome an adverse relationship which has been created in the past. Ms. Martin discussed the following information below.





## The Convention on Wetlands of International Importance

# Ramsar Convention

### What Ramsar Is:

• In 1971, an international convention was held in Ramsar and participants signed a treaty entitled, "The Convention on Wetlands of International Importance, Especially as Waterfowl Habitat."

• The Ramsar Convention provides a framework for voluntary international cooperation for wetland conservation.

• The U.S. acceded to the Ramsar Convention April 18, 1987.

### What Ramsar Does:

• Recognizes wetlands' importance to communities, cultures, governments, and businesses and encourages wetland conservation and wise use of wetlands.

• Establishes criteria for designating rivers, marshes, coral reefs and other areas as a "wetland of international importance."

• The Ramsar Secretariat facilitates implementation of wetlands conservation decisions made by nations, by preparing wise use guidelines, creating training opportunities, and providing access to financial resources.

### What Ramsar Does Not Do:

• Ramsar does not impose restrictions on nations and landowners. Ramsar is not a regulating entity, nor is it a United Nations Convention.

### How We Benefit from Ramsar:

• Wetlands provide many environmental services, including clean water, flood abatement, wildlife habitat, recreation, tourism, fishing, groundwater recharge.

• A "wetland of international importance" designation can bring economic benefits to surrounding areas due to increased tourism, fishing and recreation.

### Who can nominate a site

• Any local government, group, community, private organization, or landowner can nominate a site for inclusion on the Ramsar List of Wetlands of International Importance. The Federal government can also nominate sites, such as National Parks, National Forests, or National Wildlife Refuges.

### Nomination package

The petitioner must submit a complete nomination package to the Director, U.S. Fish and Wildlife Service (FWS), 1849 C Street, NW, Washington, D.C. 20006, with a copy to the Global Program, Division of International Conservation, FWS. This package must include:

- A cover letter addressed to the Director describing how the proposed site meets the Ramsar criteria;
- Although not required, letters of support from the local or state wildlife or natural resource agency, a member of Congress representing the geographic area, and other stakeholders associated with the proposed site greatly contribute to the nomination process.

A completed Ramsar Information Sheet, is available online at <http://bit.ly/1HIU7PR>

### Nine Criteria for "Wetlands of International Importance" Designation:

A wetland should be considered internationally important if it meets any one of the following criteria. The site:

1. contains a representative, rare, or unique example of a natural or near-natural wetland type found within the appropriate biogeographic region; or
2. supports vulnerable, endangered, or critically endangered species or threatened ecological communities; or
3. supports populations of plant and/or animal species important for maintaining the biological diversity of a particular biogeographic region; or
4. supports plant and/or animal species at a critical stage in their life cycles, or provides refuge during adverse conditions; or
5. regularly supports 20,000 or more waterbirds; or



*Pelican Island NWR/George Gentry*

6. regularly supports 1% of the individuals in a population of one species or subspecies of waterbird; or
7. supports a significant proportion of indigenous fish subspecies, species or families, life-history stages, species interactions and/or populations that are representative of wetland benefits and/or values and thereby contributes to global biological diversity; or
8. is an important source of food for fishes, spawning ground, nursery and/or migration path on which fish stocks, either within the wetland or elsewhere, depend; or
9. regularly supports 1% of the individuals in a population of one species or subspecies of wetland-dependent non-avian animal.

- San Francisco Bay in California is the largest estuary on the Pacific Coast of the U.S. and provides key habitat for a broad suite of wildlife and a range of ecological services such as flood protection and carbon sequestration.

- Florida's Everglades serve as a vast filter and reservoir of clean water, which supplies Florida's expanding human population.

- Roswell Artesian Wetlands in New Mexico plays a critical role in the life cycles of over 100 varieties of dragonflies and damselflies, the largest collection in the world.

**Ramsar Sites Worldwide:**

- 168 nations have signed on to the Ramsar Convention Treaty.

- 2,200 sites have been designated to date, covering a surface area of more than 516 million acres / 208,674,247 hectares.



*Palmyra Atoll NWR/USFWS*

**Ramsar Sites in the United States of America:**

37 sites have been designated in the United States. Some notable sites include:

**United States Ramsar Sites**

1. Izembek National Wildlife Refuge & State Game Area, AK	19. Tomales Bay, CA
2. Forsythe National Wildlife Refuge, NJ	20. Tijuana River National Estuarine Research Reserve, CA
3. Okefenokee National Wildlife Refuge, GA & FL	21. Grassland Ecological Area, CA
4. Ash Meadows National Wildlife Refuge, NV	22. Kawaiinui and Hamakua Marsh Complex, HI
5. Everglades National Park, FL	23. Francis Beidler Forest, SC
6. Chesapeake Bay Estuarine Complex, MD & VA	24. Wilma H. Schiermeier Olentangy River Wetland Research Park, OH
7. Cheyenne Bottoms, KS	25. Palmyra Atoll National Wildlife Refuge, Pacific
8. Cache-Lower White Rivers Joint Venture Area, AR	26. Corkscrew Swamp Sanctuary, FL
9. Horicon Marsh, WI	27. Upper Mississippi River Floodplain Wetlands, MN, WI, & IO
10. Catahoula Lake, LA	28. Humberg Marsh, MI
11. Delaware Bay Estuary, DE, NJ, & PA	29. Roswell Artesian Wetlands, NM
12. Pelican Island National Wildlife Refuge, FL	30. Laguna de Santa Rosa, CA
13. Caddo Lake, TX	31. Kakagon & Bad River Sloughs, WI
14. Connecticut River Estuary and Tidal Wetlands Complex, CT	32. Congaree National Park, SC
15. Cache River-Cypress Creek Wetlands, IL	33. The Emiquon Complex, IL
16. Sand Lake National Wildlife Refuge, SD	34. Sue and Wes Dixon Waterfowl Refuge at Hennepin & Hopper Lakes, IL
17. Bolinas Lagoon, CA	35. San Francisco Bay Estuary, CA
18. Quivira National Wildlife Refuge, KS	36. Missisquoi and Bay Wetlands, VT
	37. Door Peninsula Coastal Wetlands, WI

**For more information contact:**

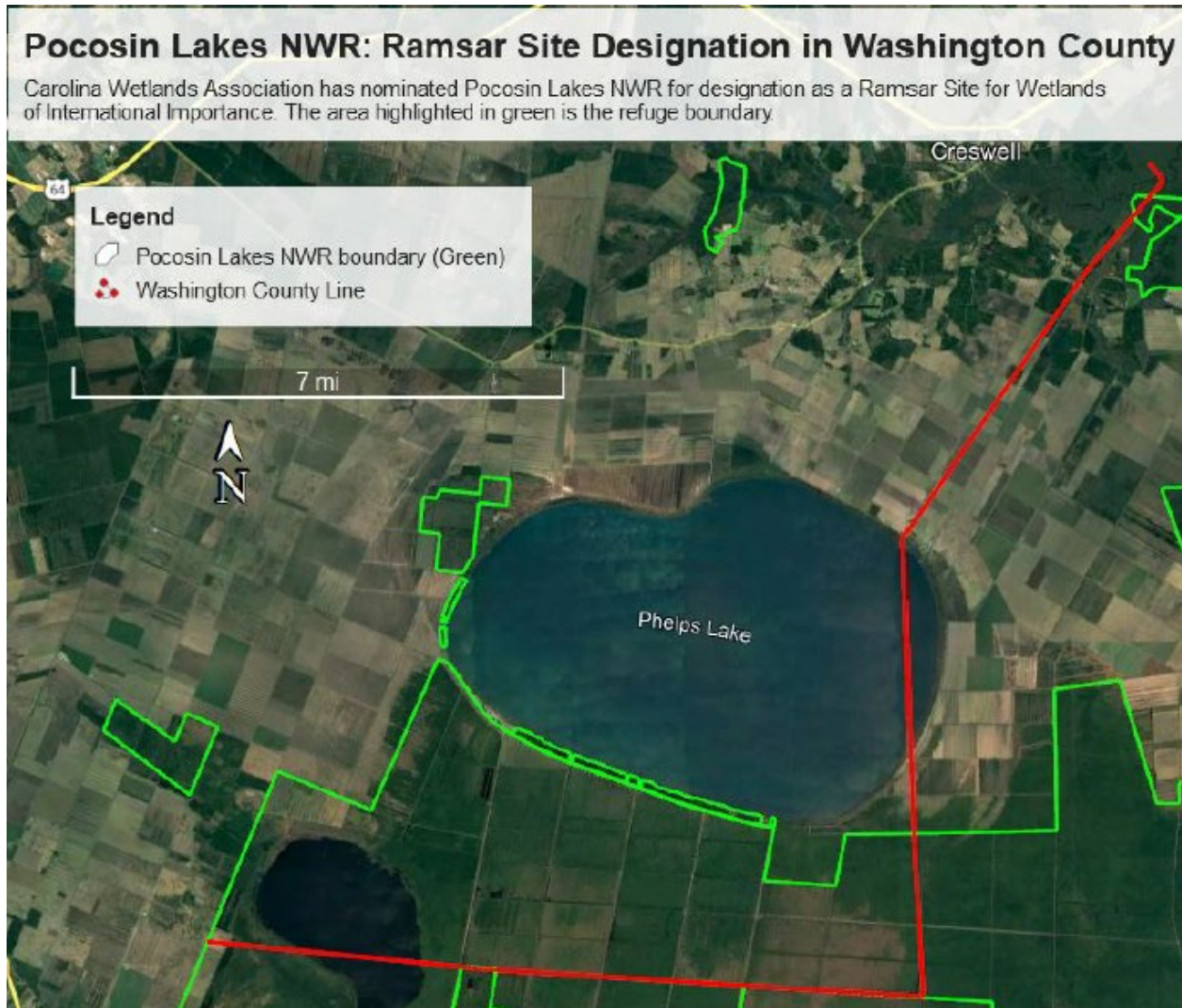
U.S. Fish and Wildlife Service  
 Division of International Conservation  
 5275 Leesburg Pike, MS: IA  
 Falls Church, VA 22041  
 703/358-1754  
 internationalconservation@fws.gov

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<http://www.fws.gov/international/DIC/global/wetlands.html>



May 2015



Ms. Martin invited the Commissioners to come out to the Refuge with them sometime.

Commissioner Phelps said that Creswell's biggest issue is with drainage. He would appreciate their help in getting water out of the way. He said he has talked with Ms. Stanton quite a few times.

Commissioner Sexton said he agrees with Commissioner Phelps that it's usually Creswell that suffers. He would like for them to work with the Board on this. Ms. Martin said she would like the same. She has started looking into funds to help.

Mr. Potter said if the Board was comfortable with a letter of support of the nomination subtitled Carolina Wetlands Association to designate Pocosin Lakes National Wildlife Refuge (NWR) as Ramsar Wetlands of International Importance that he will draft something and bring it back to the November meeting for the Board's approval. The consensus of the Board was to do that.

BOARDS & COMMITTEES: Ms. Bennett, Clerk to the Board, stated that the Washington County (WC) Planning Board currently has two vacancies due to previous members moving out of the County. The WC Planning Board is recommending filling these two

vacancies with Mr. Charles Weathersbee (manager of Big Al's Garage) and Mr. Keith Davenport (owner of Davenport's Trucking Company and Davenport's Sand Company). The WC Planning Board would like for the Commissioners to approve their recommendation.

Both Mr. Weathersbee and Mr. Davenport have agreed to serve if appointed.

**Commissioner Sexton made a motion to approve the appointment of Mr. Charles Weathersbee and Mr. Keith Davenport to the Washington County Planning Board. 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**

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

**BT #: 2022 - 137**

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

Account Code	Description	Old	+ or (-)	New
10-3410-000	Wine and Beer Tax	(40,000.00)	8,086.00	(31,914.00)
10-3415-000	ABC Profit Distribution	(25,000.00)	25,000.00	-
10-3850-001	Other Financing Source: Lease Financing	-	(33,086.00)	(33,086.00)
10-4260-554	Probation & Parole-Forbes	16,900.00	(14,626.00)	2,274.00
10-4260-564	Expenditure: Lease Financing Principal	-	14,485.00	14,485.00
10-4260-565	Expenditure: Interest	-	141.00	141.00
10-9990-000	Contingency	280,519.05	(33,086.00)	247,433.05
10-4260-563	Expenditure: Lease	-	33,086.00	33,086.00
<b>Buildings/Contingency</b>		<b>232,419.05</b>	<b>-</b>	<b>232,419.05</b>

**Justification:**

This transfer is to move monies from various revenue and expenditure lines where monies were already budgeted but not earned or spent to new line items in conjunction with the new GASB87 Lease Requirements. These new standards have required us to set up specific lines that house only revenue and expenditures that pertain to GASB87 Eligible Leases therefore we are having to make these transfers for our year-end entry for the audit.

**RECEIVED**  
SEP 13 2022

Washington County Manager's Office

Budget Officer's Initials CP

Approval Date: 9/13/22

Initials: MD  
Batch #: 2022-137  
Date: 9/13/2022

Washington County  
**BUDGET TRANSFER**

**To:** Board of Commissioners

**BT #: 2023 - 034**

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

**Date:** September 6, 2022

**RE:** Elections/Senior Center

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

Account Code	Description	Old	+ or (-)	New
10-4170-315	Elections - Training	7,800.00	(1,270.00)	6,530.00
10-4170-320	Elections - Communications	1,085.00	1,270.00	2,355.00
<b>Elections</b>				
10-5150-260	Senior Center - Departmental Supplies	2,500.00	(300.00)	2,200.00
10-5150-600	Senior Center - Contracted Services	4,000.00	300.00	4,300.00
<b>Senior Center</b>				
		<b>15,385.00</b>	<b>-</b>	<b>15,385.00</b>

**Justification:**

This transfer is to move monies from Board of Elections Training to Communications for the new CenturyLink internet that has had to be installed due to the relocation of the BOE Offices. This transfer is also moving monies from Senior Center Departmental Supplies to increase the budget in the Contracted Services line to increase the rates for the Yoga Instructor and the Art Instructor.

**RECEIVED**  
SEP 06 2022

Washington County Manager's Office

Budget Officer's Initials CDP

Approval Date: 9/6/22

Initials: MD  
Batch #: 2023-034  
Date: 9/7/2022

Washington County  
**BUDGET TRANSFER**

**To:** Board of Commissioners

**BT #: 2023 - 035**

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

**Date:** September 6, 2022

**RE:** Facility Services

RECEIVED

SEP 06 2022

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

Washington County Manager's Office

Account Code	Description	Old	+ or (-)	New
10-4265-215	Facility Services - Maintenance & Repair-Equipment	80,000.00	(5,565.00)	74,435.00
10-4265-540	Facility Services - Capital Outlay - Equipment	-	5,565.00	5,565.00
<b>Facility Services</b>		<b>80,000.00</b>	<b>-</b>	<b>80,000.00</b>

**Justification:**

This transfer is to move budget dollars from Facility Services Maintenance & Repair Equipment to Capital Outlay Equipment for the payment of a new HVAC Unit for the Sheriff's Office. This purchase and payment were already made however should have been made from the Capital Outlay line as it was over the \$5,000 threshold. Once this transfer is approved, the charges will be moved to the appropriate line via journal adjustment.

**Budget Officer's Initials** CEP

**Approval Date:** 9/6/22

Initials:	m
Batch #:	2023-035
Date:	9/7/2022



Washington County  
**BUDGET TRANSFER**

To: Board of Commissioners

BT #: 2023 - 036

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

Date: September 13, 2022

RE: Facility Services Clerk of Court

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

Account Code	Description	Old	+ or (-)	New
10-4265-215	Facility Services - Maintenance & Repair-Equipment	74,435.00	(7,647.00)	66,788.00
10-4265-203	Clerk of Court - Capital Outlay	-	7,647.00	7,647.00
<b>Facility Services/Clerk of Court</b>		<b>74,435.00</b>	<b>-</b>	<b>74,435.00</b>

**Justification:**

This transfer is to move budget dollars from Facility Services Maintenance & Repair Equipment to the Clerk of Court Capital Outlay line. This transfer is to cover the costs associated with the CRAVE Project (wiring and electrical) in the Courtroom as required by NC Administrative Office of the Courts.

Budget Officer's Initials CBP

RECEIVED  
SEP 13 2022

Approval Date: 9/13/22

Initials: [Signature]  
Batch #: 2023-036  
Date: 9/13/2022

Washington County Manager's Office

Washington County  
**BUDGET AMENDMENT**

**To:** Board of Commissioners

**BA #: 2023- 037**

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

**Date:** October 3, 2022

**RE:** Sheriff/Senior Center/Recreation

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

Account Code	Description	Old	+ or (-)	New
10-3540-070	Donations - Animal Control	(500.00)	(80.00)	(580.00)
10-4310-601	Donations - Animal Control	1,311.00	80.00	1,391.00
10-3540-020	Gun Permits Discretionary-County Portion	(980.00)	(700.00)	(1,680.00)
10-4310-611	Gun Permits Discretionary-County Portion	35,840.00	700.00	36,540.00
10-3540-030	Gun Permits-State Portion	(1,195.00)	(835.00)	(2,030.00)
10-4310-612	Gun Permits-State Portion	2,330.00	835.00	3,165.00
10-3540-040	Finger Printing	(250.00)	(120.00)	(370.00)
10-4310-613	Finger Printing	4,455.00	120.00	4,575.00
10-3541-010	Sheriff - Donations	-	(5.00)	(5.00)
10-4310-650	Sheriff - Donations	766.00	5.00	771.00
<b>Sheriff</b>				
10-3509-020	Senior Center Donations	(92.00)	(100.00)	(192.00)
10-5150-650	Senior Center Donations	4,387.00	100.00	4,487.00
<b>Senior Center</b>				
10-3360-000	Recreation - Donations	-	(200.00)	(200.00)
10-6120-650	Recreation - Donations	2,912.00	200.00	3,112.00
<b>Recreation</b>				
<b>Balanced:</b>		<b>48,984.00</b>	<b>-</b>	<b>48,984.00</b>

**Justification:**

*This amendment is to budget for additional revenues received in the Sheriff's Office for gun permitting and donations, in the Senior Center for donations and in Recreation for donations.*

**Approval Date:** \_\_\_\_\_

**Bd. Clerk's Init:** \_\_\_\_\_

**Initials:**

**Batch #:**

**Date:**

Washington County  
**BUDGET AMENDMENT**

To: Board of Commissioners

BA #: 2023- 038

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

Date: October 3, 2022

RE: GF Fund Balance/SS Transportation

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

Account Code	Description	Old	+ or (-)	New
10-3500-200	DOT - ROAP & CTS Grants	(184,743.00)	67,455.00	(117,288.00)
10-3990-000	Appropriated Fund Balance	(4,000,450.00)	13,496.00	(3,986,954.00)
10-5400-540	SS Transportation-Capital Outlay-Van Replacement	80,951.00	(80,951.00)	-
<b>GF Fund Balance/SS Transportation</b>				
		<b>Balanced:</b>	<b>(4,104,242.00)</b>	<b>(4,104,242.00)</b>

**Justification:**

*This amendment is to remove the monies that were budgeted to replace one van in the Riverlight Transit Fleet. This was originally budgeted for last fiscal year however we were unable to purchase and obtain delivery of a vehicle prior to fiscal year end due to COVID delays. This was rebudgeted at the beginning of this fiscal year as we were given approval by DOT to carry the grant over. As the DSS Deputy Director began looking into the purchase in the current fiscal year, she realized that there were still delays and even if a vehicle could be located, the price had increased dramatically therefore increasing the out of pocket cost to the county as the grant was based on quotes obtained several years ago. The Deputy Director decided it was best to withdraw the request for the grant at this time so that she could obtain updated quotes and place into budget for the upcoming fiscal year as to limit the amount of cost to the county.*

Approval Date: \_\_\_\_\_

Bd. Clerk's Init: \_\_\_\_\_

Initials:	
Batch #:	
Date:	

Washington County  
**BUDGET AMENDMENT**

**To:** Board of Commissioners

**BA #: 2023- 039**

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

**Date:** October 3, 2022

**RE:** Cooperative Extension - SHIP Grant

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

Account Code	Description	Old	+ or (-)	New
10-3500-270	SHIP - Senior Health Ins Information Grant	(3,700.00)	(1,429.00)	(5,129.00)
10-6050-999	Grant - SHIP	3,700.00	1,429.00	5,129.00
<b>Cooperative Extension-SHIP Grant</b>				
<b>Balanced:</b>		-	-	-

**Justification:**

*This amendment is to budget for additional revenues and expenditures for the Senior Health Insurance Information Grant that is given annually to Cooperative Extension. We have been notified that we will be receiving more monies than we originally budgeted for therefore an amendment is needed to increase those line items.*

**Approval Date:** \_\_\_\_\_

**Bd. Clerk's Init:** \_\_\_\_\_

**Initials:**

--

**Batch #:**

--

**Date:**

--

Washington County  
**BUDGET AMENDMENT**

To: Board of Commissioners

BA #: 2023- 040

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

Date: October 3, 2022

RE: Senior Center

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

Account Code	Description	Old	+ or (-)	New
10-3509-010	Senior Center Trips	(567.00)	80.00	(487.00)
10-5150-380	Senior Center Trips	4,143.00	80.00	4,223.00
<b>Senior Center</b>				
<b>Balanced:</b>		<b>3,576.00</b>	<b>160.00</b>	<b>3,736.00</b>

**Justification:**

*This amendment is to budget for additional revenue received for Senior Center Trips (this increase is a net of \$318 received and \$398 refunded).*

Approval Date: \_\_\_\_\_

Bd. Clerk's Init: \_\_\_\_\_

Initials: \_\_\_\_\_

Batch #: \_\_\_\_\_

Date: \_\_\_\_\_

Washington County  
**BUDGET TRANSFER**

To: Board of Commissioners  
 From: Curtis Potter, County Manager  
 Missy Dixon, Finance Officer  
 Date: October 3, 2022  
 RE: Facility Services

BA #: 2023 - 041

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

Account Code	Description	Old	+ or (-)	New
10-3353-090	Insurance Claims	(4,743.00)	(7,102.00)	(7,102.00)
10-4265-256	Facility Services - Insurance Claims	18,376.00	2,359.00	20,735.00
<b>Facility Services</b>		<b>13,633.00</b>	<b>-</b>	<b>13,633.00</b>

**Justification:**

This amendment is to budget for insurance claim monies that will be received to repair one of the County owned ambulances. These claim monies will be received from another insured's insurance as the wreck and damage was no fault of any county employee.

Budget Officer's Initials \_\_\_\_\_

Approval Date: \_\_\_\_\_

Initials:	
Date #:	
Date:	

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

Ms. Dixon noted that they are in the short rows of having a draft audit in hand. She has received some notes for review. Hopefully, it will be done soon. There will be one finding regarding the landfill closure/post closure. There was some confusion regarding the capacity of the landfill. There will have to be an adjustment made which will cause a finding. Ms. Dixon just wanted to make the Board aware of this.

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

- Chair Johnson thanked everyone who sent cards and has been concerned about her. She is doing better and moving forward.

- Washington County High School Homecoming Parade is Friday, October 14. Ms. Bennett asked the Board to let her know if they want to ride in it.
- Mr. Potter gave a brief update on the school. There were multiple meetings held last week. The estimate on the school building is slightly above the limit we can go to (\$3M). He has also learned the design phase has been delayed. The Contractor has to have finished designs before going out for bids. This means we will not be able to make the LGC's meeting in December, but will need it for their January 2023 meeting (date TBD). Mr. Potter also noted we now have some placards sitting around the Commissioners' Room with a rendition of what the new school buildings may look like. Please feel free to use them.
- Mr. Potter also said he will be unavailable the rest of this week. By policy, Ms. Dixon can operate as the County Manager when he is not available.
- Chair Johnson said she doesn't think Washington County has any Federal legislative goals, but NACo has one which is to help expedite FEMA funds
- Ms. Bennett added that the County received its green lightbulb today to be able to participate in RESO 2022-042 Proclamation: Supporting Operation Green Light for Active Military Service Members in Transition to Civilian Life (Veteran Status) which was approved by the Commissioners this evening.

**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 Walker seconded. Motion carried unanimously.**

Back in Open Session, with no further business to discuss, **Commissioner Sexton made a motion to adjourn the meeting. Commissioner Keyes seconded; motion carried unanimously.**

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Tracey A. Johnson  
Chair

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