

March 4, 2024

The Washington County Board of Commissioners met in a regular meeting on Monday, March 4, 2024, at 6:00 PM in the Commissioners' Room, 116 Adams Street, Plymouth, NC. Commissioners Tracey A. Johnson, Ann C. Keyes, Carol V. Phelps, John C. Spruill and Julius Walker, Jr. were in attendance. Also, present were County Manager/County Attorney Curtis S. Potter, Clerk to the Board Julie J. Bennett and County Finance Officer Missy Dixon.

Chair Keyes called the meeting to order. Commissioner Spruill gave the invocation. Commissioner Phelps led the Pledge of Allegiance.

ADDITIONS/DELETIONS:

Commissioner Phelps made a motion to approve tonight's agenda. Commissioner Spruill seconded. Motion carried unanimously.

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) Regular Session Minutes: February 5, 2024 & January 22, 2024, Budget Work Session
- b) Tax Refunds & Releases & Insolvent Account
- c) RESO 2024-008 Authorizing Sale of Real Property, 521 Monroe St., Plymouth
- d) RESO 2024-009 Severe Weather Preparedness Week 2024
- e) RESO 2024-010 Establishing Waterworks Capital Fund for WCPF
- f) Amendment to Capital Project Ordinance for Pea Ridge Water Transmission Main Project
- g) SCADA Contract
- h) PMZ – Obstruction Removal Scope and Fee
- i) PMZ – Runway Lighting

Commissioner Walker made a motion to approve the Consent Agenda as amended tonight. Commissioner Spruill seconded. Motion carried unanimously.

PUBLIC FORUM: No one.

PUBLIC HEARING: STRATEGIC PLAN: Commissioner Phelps made a motion to open the public forum. Commissioner Spruill seconded. Motion carried unanimously.

Mr. Curtis Potter, CM/CA spoke to the Board and stated that the Draft Strategic Plan is available on www.washconc.org. Mr. Potter said he would like to ask the

Commissioners to continue this public hearing to the April 1, 2024 Board meeting, to give the public time to send comments to the County.

Commissioner Spruill said it is important for the public to comment.

Commissioner Spruill made a motion to continue this public hearing on the Strategic Plan at the April 1, 2024 Commissioners' meeting being held @ 6:00 PM, 116 Adams Street, Plymouth. Commissioner Phelps seconded. Motion carried unanimously.

ALBEMARLE COMMISSION UPDATE: Mrs. Sharon Smith, Special Projects Administrator at the Albemarle Commission spoke to the Board and gave them an update on how they are handling housing grants for Washington County. She stated that they have hired a licensed contractor on their staff. Mr. Potter asked what the best way for citizens is to contact them. Ms. Smith said call their number and tell them you are interested in housing.

HOUSING REPAIR PROGRAMS
Washington County

AS OF MARCH 4, 2024



The Urgent Repair Program (URP) can allocate forgivable loans up to \$12,000 per household for very low-income homeowners who are elderly or have special needs and whose incomes are below 50% of the median for their area. **(\$27,700 for two-parent household)**

The Essential Single Family Rehabilitation Program (ESFR) finances major repairs for homeowners who are elderly or have disabilities and whose incomes are below 80% of the area median. **(\$44,300 for a two-parent household)**

**Dollars spent
in Washington County**

\$62,459

URP

**5 units
\$26,750**

Legislative

**7 units
\$35,709**

HOUSING REPAIR PROGRAMS Washington County

AS OF MARCH 4, 2024



Albemarle Commission Housing Programs are funded through a combination of federal and state appropriations and operated in collaboration with the North Carolina Housing Finance Agency (NCHFA).

12

total projects completed in Washington County since September 2021

2

projects in progress - application, income verification, etc.

13

projects in planning - not yet started process

www.AlbemarleCommission.org

252-426-5753

EMPLOYEE OF THE QUARTER: Chair Keyes read the following information about the March 2024 Employee of the Quarter.

“The Employee of the Quarter for March 2024 was hired on March 16, 2020 as a Utility Customer Service Representative. This was during a time of great change to the County’s regular Water billing, cutoffs, and assessed fees due to COVID. This employee had to learn the job as it was under COVID guidelines. Once COVID was over, she had re-learn everything under the normal guidelines. Needless to say, she rose to that challenge.

More recently, due to another staff member's retirement, this employee has had to perform the work of that Office by herself with the rest of the Finance Department backfilling as necessary. Without being asked, she has worked through lunches, stayed late, and even worked on the weekends to make sure that the work is completed in a timely manner. This is critical in a department that is responsible for all county collections, water and landfill billing, daily deposits, and various other things during the day.

Her actions are that of a truly dedicated employee that cares deeply about the County in which she works. She is an integral part of the Finance Office team and her dedication warrants recognition.

Please join me in congratulating Ms. Tawana Kolikas as our Employee of the Quarter!"

Chair Keyes presented Ms. Kolikas with a certificate and she will be receiving a \$50 check.

1/4 SALES TAX REFERENDUM UPDATE: Ms. Asia Melton, LFNC, gave an update to the Commissioners on what she has been doing to try and educate our community on why Washington County needs this referendum. She has had ads in the newspaper, radio commercials, a tv interview and videos. All of this information is on our website's main page. The videos were shown tonight.

Commissioner Walker said Ms. Melton gave a great presentation to the retired teachers last month.

Ms. Melton thanked Commissioner Keyes for all that she has done to help the campaign. Commissioner Keyes said she has heard positive things about the campaign.

Commissioner Spruill asked if we could send a county-wide text to remind folks to vote on Tuesday. Emergency Management staff were in attendance (they are the ones in charge of sending county-wide messages) and said yes, they could.

COUNTY BROADBAND UPDATE: Commissioner Johnson spoke to the Board on the latest information regarding broadband for Washington County. HarvestBeam and Brightspeed will be the two companies serving Washington County. Commissioner Johnson talked about being installed as the 115th President of the NCACC and her President's Initiative which was about broadband for all unserved and underserved counties in NC. Discussion ensued. Commissioner Keyes stated that the County and the Board are trying to keep the citizens informed and be transparent.

EMTOC BUILDING: Mr. Curtis Potter, CM/CA spoke to the Board regarding the EMTOC building. There was a preliminary design and budget in their package. County staff and two Commissioners are touring a similar facility in Nash County tomorrow. County staff are still working on site selection. County staff has also been working with EM, EMS & E911 on this also.

EM GRANT: Mr. Curtis Potter, CM/CA spoke to the Board regarding the EM Grant Application that was in the Board's package. The deadline for applying is noon on Wednesday, March 6. Mr. Swindell, EM Coordinator, said the County's boat is currently located at the

Plymouth Fire Department. It was given to the County in 1990, but it is unusable now due to age and numerous repairs that are needed. Chair Keyes said she noticed there is no match for this grant so she sees it as a win/win for the County.

Commissioner Spruill made a motion to approve EM's request to apply for grant funding to purchase the boat and improve the rescue equipment trailer as shown in the summary. Commissioner Walker seconded. Motion carried unanimously.

BOARDS & COMMITTEES: Ms. Bennett, Clerk to the Board, spoke to the Commissioners.

WASHINGTON COUNTY ABC BOARD:

The Clerk stated that she put the following information in the package again, since it was tabled at the last meeting, regarding the re-appointment of Mr. Jack Faulk and the staggering of terms.

Mr. Jack Faulk's term expired December 31, 2023. He is the Chairman of the ABC Board. He has done a fine job as the Board's leader, and they would like to see him continue to serve.

Mr. Faulk has said he would like to continue to serve if re-appointed.

The Clerk was contacted by the Washington County ABC Board, and they asked to make a few changes to the terms on their board so they would have more staggered terms.

They proposed to change Tim Spear's term from June 2025 to December 2025.

They proposed to change the re-appointment of Jack Faulk to a one-time, 4-year term, to expire, December 2027.

Mr. Potter said he could not find anything on residency restrictions for ABC Boards.

Commissioner Spruill said that he still does not like that there is a member who is not currently a resident.

Discussion ensued about residency on Boards. Commissioner Johnson said that some Boards/Committees are made with citizens because of what their job is, not where they live. So restricting residency would not be allowed with those certain Boards/Committees. Mr. Potter stated he would like some time to research this.

Commissioner Spruill made a motion to re-appoint Mr. Jack Falk and for staggering the terms as mentioned above. Commissioner Phelps seconded. Motion carried unanimously.

PLANNING BOARD

The Planning Board has two seats expiring March 31, 2024 which are the Creswell seat held by Thomas Patrick, and the Scuppernong seat held by Marty Swett. Both gentlemen have agreed to remain on the Board for an additional three-year term to end on March 31, 2027.

By a motion, duly seconded, and approved unanimously, the Washington County Planning Board wishes to recommend that the Washington County Commissioners re-appoint Thomas Patrick to the Creswell Municipal seat and Marty Swett to the Scuppernong township seat with the Planning Board, each to serve a three-year term ending March 31, 2027.

This request for appointments is in compliance with *the Rules of Procedure for the Washington County Planning Board, Article II, Board Members*; and *the Washington County Zoning Ordinance, Article 9: Administration and Adjustment; Section C: Membership of the Planning Board*, and *Section D: Planning Board Terms of Service*.

Commissioner Spruill made a motion to re-appoint Mr. Thomas Patrick and Mr. Marty Swett to the Washington County Planning Board. Commissioner Phelps seconded. Motion carried unanimously.

FINANCE OFFICER'S REPORT: Ms. Dixon went over the budget transfers and budget amendments that were in the Commissioners' package. Please see below.

Washington County
BUDGET TRANSFER

To: Board of Commissioners

BT #: 2024 - 013

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

Date: February 12, 2024

RE: Senior Center/SS Admin/Soil & Water

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

Account Code	Description	Old	+ or (-)	New
10-5150-310	Senior Center - Travel	3,000.00	(1,000.00)	2,000.00
10-5150-260	Senior Center - Departmental Supplies	3,000.00	1,000.00	4,000.00
Senior Center				
10-5310-181	SS Admin - Group Insurance	456,869.00	(15,000.00)	441,869.00
10-5310-600	SS Admin - Contracted Services	115,710.00	15,000.00	130,710.00
SS Admin				
10-6060-390	Soil & Water - Dues & Subscriptions	800.00	(500.00)	300.00
10-6060-310	Soil & Water - Travel	1,200.00	500.00	1,700.00
Soil & Water				
		580,579.00	-	580,579.00

Justification:

This budget transfer is to move money as follows: Senior Center - from Travel to Departmental Supplies to purchase needed toner cartridges for the color printer; SS Admin - from Group Insurance to Contracted Services due to being unable to fill the IT Director Position that has been vacant for some time now. Since there has been full-time staff vacancies, there is enough to take this needed amount from the insurance line. Both lines are 50% reimbursable; and Soil & Water - from Dues & Subscriptions to Travel due to that amount of field work having to be done this year in general and related to contract work.

Budget Officer's Initials CEP

Approval Date: 2/12/24

Initials:	<u>CEP</u>
Batch #:	<u>2024-067</u>
Date:	<u>2/12/2024</u>

Washington County
BUDGET TRANSFER

To: Board of Commissioners
From: Curtis Potter, County Manager
Missy Dixon, Finance Officer
Date: February 12, 2024
RE: Emergency Management

BT #: 2024 - 074

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

Account Code	Description	Old	+ or (-)	New
10-4330-260	Emergency Management - Departmental Supplies	3,000.00	(982.00)	2,018.00
10-4330-350	Emergency Management - Maintenance & Repair-Equipment	3,200.00	(1,207.00)	1,993.00
10-4330-540	Emergency Management - Capital Outlay - Vehicle	56,800.00	2,189.00	58,989.00
Emergency Management		63,000.00	-	63,000.00

Justification:

This budget transfer is to move monies within the Emergency Management Department Budget. This transfer is needed to pay non-refundable South Carolina sales tax for the Can Am Defender which is not covered by the grant.

Budget Officer's Initials CDP

Approval Date: 2/13/24

Initials: CDP
Batch #: 2024-074
Date: 2/13/24

Washington County
BUDGET TRANSFER

To: Board of Commissioners

BT #: 2024 - 075

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

Date: February 14, 2024

RE: Contingency/Manager's Office

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

Account Code	Description	Old	+ or (-)	New
10-9990-000	Contingency	39,544.00	(2,000.00)	37,544.00
10-4120-381	Manager's Office - LOST Ref-Education	5,000.00	2,000.00	7,000.00
Contingency/County Manager's Office		44,544.00	-	44,544.00

Justification:

This budget transfer is to move monies from Contingency to the Local Option Sales Tax Education line. This will allow the printing and mailing of Post Cards to registered voters in the County.

Budget Officer's Initials CPD

Approval Date: 2/14/24

Initials: MD
Batch #: 2024-075
Date: 2/14/2024

Washington County
BUDGET TRANSFER

To: Board of Commissioners
From: Curtis Potter, County Manager
Missy Dixon, Finance Officer
Date: February 20, 2024
RE: Contingency/Manager's Office

BT #: 2024 - 076

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

Account Code	Description	Old	+ or (-)	New
10-4310-210	Sheriff - Uniforms	10,000.00	(400.00)	9,600.00
10-4310-412	Sheriff - Maintenance Agreement-FingerPrint Machine	3,750.00	400.00	4,150.00
Sheriff				
63-4970-180	TTA - Group Insurance	11,500.00	(265.00)	11,235.00
63-4970-100	TTA - Retirement	4,750.00	265.00	5,015.00
TTA				
		30,000.00	-	30,000.00

Justification:

This budget transfer is to move monies from the Sheriff's Uniform Line to the FingerPrint Machine Maintenance Line due to an increase in the Maintenance Contract that was not anticipated. To also transfer monies from the TTA Insurance Line to the Retirement Line due to a larger than anticipated increase in the Retirement costs to Counties.

Budget Officer's Initials CPD

Approval Date: 2/21/24

Initials: MD
Batch #: 2024-076
Date: 2/22/2024

Washington County
BUDGET TRANSFER

To: Board of Commissioners

BT #: 2024 - 077

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

Date: February 26, 2024

RE: Landfill

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

Account Code	Description	Old	+ or (-)	New
33-7400-010	Landfill - Salaries & Wages-Regular	58,598.00	(1,000.00)	57,598.00
33-7400-031	Landfill - Salaries & Wages-Part Time	4,000.00	1,000.00	5,000.00
Landfill		62,598.00	-	62,598.00

Justification:

This budget transfer is to move monies from the Landfill Regular Salaries Line to the Part Time Salaries Line. This movement is necessary due to not having a second full-time staff member for 4 months and needing to use the part time staff member more due to this vacancy.

Budget Officer's Initials CEL

Approval Date: 2/26/24

Initials: CEL
Batch #: 2024-077
Date: 2/26/24

Washington County
BUDGET TRANSFER

To: Board of Commissioners

BT #: 2024 - 078

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

Date: February 26, 2024

RE: E911

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

Account Code	Description	Old	+ or (-)	New
69-9100-200	911 - Departmental Supplies	15,000.00	(140.00)	14,860.00
69-9100-361	911 - Maintenance Agreement-EMD	3,700.00	140.00	3,840.00
E911		18,700.00	-	18,700.00

Justification:

This budget transfer is to move monies within the 911 Budget to cover an unanticipated increase in the cost of the EMD Maintenance Agreement Renewal.

Budget Officer's Initials CPD

Approval Date: 2/26/24

Initials: MD
Batch #: 2024-078
Date: 2/26/2024

Washington County
BUDGET TRANSFER

To: Board of Commissioners
From: Curtis Potter, County Manager
Missy Dixon, Finance Officer
Date: February 26, 2024
RE: SS Economic Support

BT #: 2024 - 079

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

Account Code	Description	Old	+ or (-)	New
10-5380-409	SS Economic Support-State Program Returns	27,500.00	(7,340.00)	20,160.00
10-5380-370	SS Economic Support-TANF-Emergency Assistance	24,000.00	7,340.00	31,340.00
SS Economic Support		51,500.00	-	51,500.00

Justification:

This budget transfer is to move monies within the SS Economic Support budget from the State Program Returns line to the TANF Emergency Assistance line. This increase is needed due to the demands from the Community. The Emergency Assistance line is for families in crisis that must meet eligibility criteria under the Work First Program and the Policy set by the DSS Board. DSS has seen an uptick in applications, these payments are applied towards the required MOE amounts as stated in the Statutes.

Budget Officer's Initials CEP

Approval Date: 2/26/24

Initials: RM
Batch #: 2024.079
Date: 2/26/24

Washington County
BUDGET AMENDMENT

To: Board of Commissioners

BA #: 2024- 080

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

Date: March 4, 2024

RE: Sheriff/Senior Center/Recreation

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

Account Code	Description	Old	+ or (-)	New
10-3540-020	Gun Permits Discretionary-County Portion	(3,490.00)	(470.00)	(3,960.00)
10-4310-611	Gun Permits Discretionary-County Portion	45,920.00	470.00	46,390.00
10-3540-030	Gun Permits-State Portion	(4,130.00)	(550.00)	(4,680.00)
10-4310-612	Gun Permits-State Portion	6,160.00	550.00	6,710.00
10-3540-040	Finger Printing	(800.00)	(160.00)	(960.00)
10-4310-613	Finger Printing	6,465.00	160.00	6,625.00
Sheriff				
10-3509-010	Senior Center Trips	(6,824.00)	2,483.00	(4,341.00)
10-5150-380	Senior Center Trips	7,647.00	(2,483.00)	5,164.00
10-3509-020	Senior Center Donations	(45.00)	(247.00)	(292.00)
10-5150-650	Senior Center Donations	4,659.00	247.00	4,906.00
Senior Center				
10-3360-000	Recreation-Donations	(999.00)	(160.00)	(1,159.00)
10-6120-650	Recreation-Donations	4,273.00	160.00	4,433.00
Recreation				
Balanced:		58,836.00	-	58,836.00

Justification:

This amendment is being done for the following: to budget additional monies received for the Gun Permitting/Finger Printing lines, to budget for additional monies received for Senior Center and Recreation Donations, and to reduce the budgeted monies for the Senior Center Trips line due to refunds being made to participants for cancelled trips.

Approval Date: _____

Bd. Clerk's Init: _____

Initials:

Batch #:

Date:

Washington County
BUDGET AMENDMENT

To: Board of Commissioners

BA #: 2024- 081

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

Date: March 4, 2024

RE: Senior Center/EMS

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

Account Code	Description	Old	+ or (-)	New
10-3509-040	Senior Center Stipend-Coop Ext SHIP Admin	-	(999.00)	(999.00)
10-5150-260	Senior Center-Departmental Supplies	4,000.00	999.00	4,999.00
Senior Center				
37-3490-021	UNC PECC+ Program Grant	(1,500.00)	(300.00)	(1,800.00)
37-4330-653	UNC PECC+ Program Grant	7,825.00	300.00	8,125.00
EMS				
Balanced:		10,325.00	-	10,325.00

Justification:

This amendment is being done for the following: to budget monies in the Senior Center Budget that will be received from Cooperative Extension in order to become a SHIP Counseling Center; to budget for additional monies being received from the UNC PECC+ Grant.

Approval Date: _____

Bd. Clerk's Init: _____

Initials:

Batch #:

Date:

Washington County
BUDGET AMENDMENT

To: Board of Commissioners

BA #: 2024- 082

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

Date: March 4, 2024

RE: DSS Administration/DSS Economic Support/ DSS Transportation

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

Account Code	Description	Old	+ or (-)	New
10-3490-000	DSS Administration Reimbursement	(2,668,035.00)	(4,250.00)	(2,672,285.00)
10-5310-180	Legal-Protective Services	43,000.00	(2,500.00)	40,500.00
10-5310-610	SS Admin-Vendor Fees	6,000.00	(3,000.00)	3,000.00
10-5380-410	General Assistance-Foster Care Children	9,500.00	(2,000.00)	7,500.00
10-5380-408	SS Economic Support - Medicaid Paybacks	5,000.00	(4,000.00)	1,000.00
10-5400-310	SS Transportation-WF Transportation	13,000.00	(2,500.00)	10,500.00
10-5310-600	SS Admin - Contracted Services	130,710.00	18,250.00	148,960.00
				-
10-3490-000	DSS Administration Reimbursement	(2,672,285.00)	(207.00)	(2,672,492.00)
10-5310-030	Legal - IVD	11,500.00	(3,392.00)	8,108.00
10-5310-268	Food Stamp's Direct Charge	4,300.00	(500.00)	3,800.00
10-5310-250	SS Admin - Maintenance & Repair-Vehicle	7,500.00	3,000.00	10,500.00
10-5310-350	SS Admin - Maintenance & Repair-Building	25,050.00	1,500.00	26,550.00
10-5400-310	SS Transportation-WF Transportation	10,500.00	(1,500.00)	9,000.00
10-5310-351	SS Admin - Maintenance & Repair Equipment	4,500.00	1,099.00	5,599.00
DSS Administration/DSS Economic Support/DSS Transportation				
		Balanced:	(5,069,760.00)	-
				(5,069,760.00)

Justification:

This amendment is being done to move monies from various lines as listed above to the Contracted Services Line, the Maintenance & Repair Vehicle Line, the Maintenance & Repair Building Line and the Maintenance & Repair Equipment Line. The movement to Contracted Services is needed as a result of having to use two Social Workers through Vanguard to assist the child welfare units in performance of duties due to vacancies and new staff. DSS also utilizes two workers to do second party reviews on the Medicaid Program as well as other eligibility programs to reduce error and paybacks to the state. The movement is also needed due to anticipating necessary maintenance to the agency vehicles, continuation of repairs and upgrades to the building and equipment repairs. These movements will generate an additional net revenue of \$4,457.

Approval Date: _____

Bd. Clerk's Init: _____

Initials: _____

Batch #: _____

Date: _____

Washington County
BUDGET AMENDMENT

To: Board of Commissioners

BA #: 2024- 083

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

Date: March 4, 2024

RE: Facility Services/School Capital Outlay/Opioid/Projects & Grants

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

Account Code	Description	Old	+ or (-)	New
10-3353-000	Insurance Proceeds	(50,402.00)	(8,194.00)	(58,596.00)
10-4265-256	Facility Services - Insurance Claims	17,461.00	8,194.00	25,655.00
Facility Services				
21-3230-402	Truist PK-12 Financing-Earned Income	(235,406.15)	(33,457.17)	(268,863.32)
21-5912-701	Truist PK-12 Financing-Earned Income	321,585.19	33,457.17	355,042.36
School Capital Outlay				
50-3290-000	Opioid-Interest Earned	(300.00)	(23.67)	(323.67)
50-9990-000	Opioid-Contingency	67,482.45	23.67	67,506.12
Opioid				
58-3290-000	Projects & Grants-Interest Earned	(7,671.69)	(1,056.06)	(8,727.75)
58-4100-001	Projects & Grants-Expenditure of Interest Earned	7,671.87	1,056.06	8,727.93
Projects & Grants				
Balanced:		120,420.67	-	120,420.67

Justification:

This amendment is being done for the following: to budget for insurance proceeds received to repair a wrecked Sheriff's Vehicle and to budget for interest earned on the School Capital Outlay Loan Funds, the Opioid Funds and the Projects & Grants Funds held in the Bank.

Approval Date: _____

Bd. Clerk's Init: _____

Initials: _____

Batch #: _____

Date: _____

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

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

Ms. Bennett stated to the Board that the BreezyBanks information in their package was for information only. The Planning Board is required to inform the Board of their interaction with BreezyBanks. No action is needed. Commissioner Phelps asked if the water lines in that area will suffice. Ms. Connie Barnes, Code Enforcement Officer replied yes.

Commissioner Johnson : Medicaid Expansion enrollment event is March 19th from 11:00 AM – 2:00 PM in Bertie County, 102 Lancaster Avenue, Windsor.

Commissioner Spruill: Attended the drainage committee meeting. It was very informative. He said he also attended the school update meeting last week. He has some concerns regarding how fast the school is progressing. He is concerned about quality/safety.

Chair Keyes: Attended several meetings and presented at several meetings. She mentioned that she was going to Roanoke Rapids to try and get funds for EMTOC building.

Commissioner Phelps stated that he was participating in Meals on Wheels March 22.

Mr. Potter said will be receiving applications for ECU Interns. There is no cost to the County. The Sheriff's Office received a \$12,500 grant to help with the Animal Shelter.

Mr. Potter asked the Commissioners if they wanted the County to survey all the property around the Skinnersville Civic Center. Discussion ensued.

Commissioner Phelps made a motion to survey all property around the Skinnersville Civic Center. Commissioner Walker seconded. Motion carried unanimously.

Mr. Potter said County staff are also concerned about the increased pace of construction resulting in quality issues at the new school. Commissioner Keyes said to have the inspector more involved.

Commissioner Johnson made a motion to go into Closed Session pursuant to NCGS§143-318.11(a)(3) (attorney-client privilege and NCGS §143-318.11(a)(6) (personnel). Commissioner Phelps seconded. Motion carried unanimously.

Back in Open Session, with no further business to discuss, **Commissioner Spruill made a motion to adjourn the meeting. Commissioner Phelps seconded. Motion carried unanimously.**

Ann C. Keyes
Chair

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